

**ST. CHARLES COUNTY AMBULANCE DISTRICT  
BOARD MEETING MINUTES  
THURSDAY, January 18, 2018**

**I. CALL TO ORDER**

Mark Fenton called the meeting to order at headquarters at 7:00 p.m. In attendance were Mark Fenton, James Ottomeyer, Teresa Reynolds, Raymond Bauer (remotely), James Cooke and Ronald Reguly.

**II. PLEDGE OF ALLEGIANCE**

**III. AGENDA APPROVAL**

James Ottomeyer moved to approve the agenda for Thursday, January 18, 2018. James Cooke seconded, the motion carried 6 to 0.

**IV. APPROVAL OF MINUTES**

Ronald Reguly moved to approve the Board minutes from Thursday, December 21, 2017. James Cooke seconded, the motion carried 6 to 0.

**V. PUBLIC COMMENTS**

**VI. WORK SESSION**

**VII. AWARDS & ANNOUNCEMENTS**

Chief Taz Meyer introduced Herbie Morrow as the new SCCAD Human Resources Manager, which was effective January 15, 2018.

**VIII. STAFF REPORTS**

A. October 2017 Financial Statement

Tod Lindbeck presented the Board with the October 2017 Financial Statement.

B. Billing Report

Chief Taz Meyer presented the Weekly Billing Report through week ending December 30th, 2017.

C. Community Relations Q4 2017 Report

Chief Taz Meyer presented the Q4 Community Report from 2017.

**IX. OLD BUSINESS**

A. Update on Base 5 and 18 Construction

Collette Koscielski from Navigate Building Solutions provided the Board an update and handout regarding the construction of Base 5 and 18. *No Board action taken*

B. Ballistic Vest

Management presented the Board with a bidding summary in reference to ballistic vests. Management recommended Propper International due to the superior product quality, flexibility and the clear choice of the safety committee. Management is requesting to purchase up to 170 Switch IIIA Vests manufactured by Propper International for a price not to exceed \$110,000. The budgeted amount for this purchase is \$120,000. Teresa Reynolds moved to approve the purchase of up to 170 ballistic vests from Propper International, amount not to exceed \$110,000 based upon the Board's

perception of superior product quality, flexibility and comfort in actual use and being the clear choice of the safety committee James Cooke seconded, the motion carried 6 to 0.

**X. NEW BUSINESS**

A. 2018 Critical Care Invoice

Management presented the Board an invoice from Washington County Ambulance District. The fee is to provide training for 10 of our paramedics on fundamentals of critical care transport. Management is asking for Board approval to pay Washington County Ambulance District in the amount of \$15,000. James Ottomeyer moved to approve the payment to Washington County Ambulance District in the amount of \$15,000. Teresa Reynolds seconded, the motion carried 6 to 0.

B. Timeclock Plus Invoice

Management presented the Board an invoice from Timeclock Plus. The fee is for the first phase of the District's upgrade project as to support, module package and licensing fee. Management is asking for Board approval to pay Timeclock Plus invoice in the amount of \$14,200. Ronald Reguly moved to approve the payment to Timeclock Plus in the amount of \$14,200. James Cooke seconded, the motion carried 6 to 0.

C. BillingPro Software

Management presented the Board information regarding Zoll BillingPro Software. Management is requesting to purchase Zoll BillingPro Software in the amount of \$2.30 per claim based on historical and anticipated billable claims. The software agreement requires a one year commitment. James Ottomeyer moved to approve BillingPro Software for our billing claims in the amount of \$2.30 per claim, Ronald Reguly seconded, the motion carried 6 to 0.

D. 2018 Billing Rates

Dave Lewis presented information regarding proposed Ambulance Fees for 2018 with regard to Anthem contracted rates. Agenda item was moved to closed session for further discussion of the related legal issues/questions.

E. Disaster Response Vehicle

Management is requesting authorization to expend funds not to exceed \$86,000. for the purchase of a mobile clinic from Complete Automotive. James Ottomeyer moved to approve the purchase of a Disaster Response Vehicle as presented from Complete Automotive in the amount of \$86,000, being the cost of the vehicle itself; the vehicle is a highly specialized limited production unit and in an effort to reduce costs only pre-owned similar vehicles were considered and a nation-wide search conducted, with this unit being determined as the best unit for the best value. James Cooke seconded, the motion carried 6 to 0.

F. Lead Instructor Job Description

Chief Taz Meyer introduced the job description to the Board and will ask for approval to post position at the January 25, 2018 Meeting.

**XI. ADJOURNMENT – PUBLIC PORTION**

Raymond Bauer moved to adjourn the Board Meeting, James Ottomeyer seconded, the motion carried 6 to 0.

**ST. CHARLES COUNTY AMBULANCE DISTRICT  
SECOND BOARD MEETING/CLOSED MEETING  
THURSDAY January 18, 2018**

**I. CALL TO ORDER – PUBLIC PORTION**

Mark Fenton called to order the Public Portion. In attendance were Mark Fenton, James Cooke, James Ottomeyer, Teresa Reynolds, Raymond Bauer (remotely) and Ronald Reguly.

**II. MOTION TO CLOSE MEETING – PUBLIC PORTION**

Ronald Reguly moved to suspend the open meeting and go into Closed Meeting-Public Portion pursuant to Attorney Client Sec.610.021(1)RSMo(1986), and Personnel Sec.610.021(3)RSMo(1986). Teresa Reynolds seconded; roll call vote was taken. Mark Fenton-yea, James Cooke-yea, Teresa Reynolds-yea, Raymond Bauer-yea (remotely), James Ottomeyer-yea and Ronald Reguly-yea, the motion carried 6 to 0.

**III. ADJOURNMENT – PUBLIC PORTION**

Teresa Reynolds moved to adjourn the Board Meeting. Ronald RegulyOttomeyer seconded, motion carried 6 to 0.

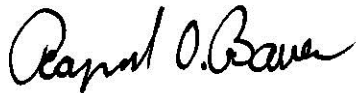
*Next Regular Board Meeting  
January 25, 2018*



---

Mark Fenton, Chair

Submitted by Tammy Dixon



---

Raymond Bauer, Secretary/Treasurer