

REGULAR BOARD MEETING OVERVIEW
THURSDAY JANUARY 25, 2018

I. CALL TO ORDER - The meeting will be held at District Headquarters and is scheduled to begin at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. AGENDA APPROVAL – Enclosed **ITEM A** in your packets is the proposed open meeting agenda for Board approval. Management is requesting the following; *Move to approve the agenda.*

IV. APPROVAL OF MINUTES – Enclosed **ITEM B** for board approval is the minutes from January 18, 2018. Management is requesting; *Move to approve Board minutes January 18, 2018.*

V. PUBLIC COMMENTS

VI. AWARDS & ANNOUNCEMENTS

VII. STAFF REPORTS

A. Financial Report – Enclosed marked **ITEM C** for Board review is the Cash Disbursement Report for the period of December 2017 in the amount of \$2,138,621.28 from General Checking. Management is requesting the following; *Move to approve Cash Disbursements for December 2017 in the amount of \$2,138,621.28 from General Checking.*

Enclosed marked **ITEM D** is the December Revenue and Expense Report for Board review.

Enclosed marked **ITEM E** is the US Bank Bond invoice for \$31,118.76 in interest and \$405,000 in principal for the total amount of \$436,118.76. Management is requesting the following; *Move to approve the payment of US Bank Debt Service Bond in the amount of \$436,118.76.*

B. Billing Report – Enclosed marked **ITEM F** for Board review is the Billing Report for the week ending January 13, 2018.

VIII. OLD BUSINESS

A. 2018 Billing Rates

As discussed at the Board Meeting/Work Session on January 18, 2018, enclosed for Board consideration is Resolution #18-01 Ambulance Fees. Management is requesting the following; *Move to adopt Resolution #18-01 Setting of Ambulance Rates.*

B. Lead Instructor Job Description

A draft was previously distributed and discussed at the Board Meeting Work Session on January 18, 2018 regarding the Part Time Lead Instructor Job Description. Management is requesting the following; *Approval of the job description of Part Time Lead Instructor.*

**REGULAR BOARD MEETING OVERVIEW
THURSDAY JANUARY 25, 2018**

- C. 4141-4151 Mexico Road Update
Management will present an update on the progress of the Mexico Road property purchase marked **ITEM G**.

IX. NEW BUSINESS

- A. Base 3 & Training Center Project Timeline
Navigate Building Solutions will make introductions of their project management team and present the project milestones and anticipated schedule.

- B. Base 3/Training Center Architectural Team Selection
A Request for Qualifications was advertised December 27, 2017 through January 16, 2018 at 12:00 noon. Responses were received from Archimages, Baalman Architects, Hurford Architects, jEMA, KRJ Architects, LePique & Orne Architects and M+H Architects. All responses have been evaluated and the top three firms will be interviewed the week of January 22, 2018. Management will present a recommendation to the Board to negotiate a contract with the best qualified firm.

- C. Approval for remodel of Safety Model Ambulance
Enclosed, marked **ITEM H** is the memo in reference to the safety remodel of the ambulance.

X. OPEN MEETING

XI. ADJOURNMENT

**ST. CHARLES COUNTY AMBULANCE DISTRICT
SECOND BOARD MEETING/CLOSED MEETING
THURSDAY JANUARY 25, 2018**

I. CALL TO ORDER – PUBLIC PORTION

The meeting will be held at District Headquarters and is scheduled to begin after the regularly scheduled Board Meeting.

II. MOTION TO CLOSE MEETING – PUBLIC PORTION

III. ADJOURNMENT – PUBLIC PORTION

ITEM A

NOTICE OF MEETING

Public notice is hereby given that a public meeting of the Board of Directors of the St. Charles County Ambulance District will be held at the District's Offices, 4169 Old Mill Parkway in St. Peters, Missouri, on Thursday January 25, 2018 at 7:00 p.m., to consider and act upon the matters on the following tentative agenda and such other matters as may be presented at the meeting and determined to be appropriate for discussion at that time.

7:00 P.M. –BOARD MEETING

- I CALL TO ORDER
- II PLEDGE OF ALLEGIANCE
- III AGENDA APPROVAL
- IV APPROVAL OF MINUTES – January 18th, 2018
- V PUBLIC COMMENTS
- VI AWARDS & ANNOUNCEMENTS
- VII STAFF REPORTS
 - A. Finance Report
 - 1. December 2017 Cash Disbursement Report
 - 2. December Revenue & Expense Report
 - 3. US Bank Series 2013 Go Bond Payment
 - B. Billing Report
 - 1. Week ending January 13, 2018
- VIII OLD BUSINESS
 - A. 2018 Billing Rates/*Resolution 18-01*
 - B. Lead Instructor Job Description
 - C. 4141-4151 Mexico Road Update
- IX NEW BUSINESS
 - A. Base 3 & Training Center Project Timeline
 - B. Base 3/Training Center Architectural Team Selection
 - C. Approval for Remodel of Safety Model Ambulance
- X ADJOURNMENT

Raymond Bauer
Secretary of the Board of Directors

Date/Time Posted: 01.24.2018 @ 12 noon

By:



ITEM A

NOTICE OF MEETING

Public notice is hereby given that a public meeting of the Board of Directors of the St. Charles County Ambulance District will be held at the District's Offices, 4169 Old Mill Parkway in St. Peters, Missouri, on Thursday January 25, 2018 at approximately 7:00 p.m., to consider and act upon the matters set forth below and such other matters as may be presented at the meeting and determined to be appropriate for discussion at that time.

- I CALL TO ORDER – PUBLIC PORTION

- II MOTION TO CLOSE MEETING – PUBLIC PORTION
Pursuant to: A. Attorney Client Sec.610.021 (1)RSMo (1986)

- III ADJOURNMENT - PUBLIC PORTION

Raymond Bauer
Secretary of the Board of Directors

Date/Time Posted: 01.24.2018 @ 12 noon

By: 

**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 Reguly/Ottomeyer seconded, motion carried 6 to 0.

*Next Regular Board Meeting
January 25, 2018*

Mark Fenton, Chair

Submitted by Tammy Dixon

Raymond Bauer, Secretary/Treasurer

St. Charles County Ambulance District
A/P Check Register for General Checking - US Bank
For the Period from 12/01/2017 to 12/31/2017

Check #	Date	Status	Check Amount	Vendor	Invoice Distribution Accounts	Distribution Amount
	12/01/2017	Manual	92.74	LACLEDE GAS COMPANY	10-5620.0000-10-00 GAS	92.74
	12/01/2017	Manual	95.24	AMERENUE	10-5610.0000-07-00 ELECTRIC	95.24
	12/01/2017	Manual	270.34	AMERENUE	10-5610.0000-02-00 ELECTRIC	270.34
	12/04/2017	Manual	65,195.17	RIGHTCHOICE MANAGED CARE, INC	10-5310.0000-00-00 GROUP INSURANCE	65195.17
	12/04/2017	Manual	107.23	LACLEDE GAS COMPANY	10-5620.0000-08-00 GAS	107.23
	12/04/2017	Manual	32.73	AMERENUE	10-5610.0000-40-00 ELECTRIC	32.73
	12/05/2017	Manual	77.41	AMERENUE	10-5610.0000-05-00 ELECTRIC	77.41
	12/06/2017	Manual	1,347.36	AMERENUE	10-5610.0000-HQ-00 ELECTRIC	1347.36
	12/06/2017	Manual	231.69	AMERENUE	10-5610.0000-03-00 ELECTRIC	231.69
	12/06/2017	Manual	120.18	AMERENUE	10-5610.0000-TC-00 ELECTRIC	120.18
	12/08/2017	Manual	70,175.70	RIGHTCHOICE MANAGED CARE, INC	10-5310.0000-00-00 GROUP INSURANCE	70175.70
	12/08/2017	Manual	119.07	LACLEDE GAS COMPANY	10-5620.0000-TC-00 GAS	119.07
	12/08/2017	Manual	105.85	LACLEDE GAS COMPANY	10-5620.0000-HQ-00 GAS	105.85
	12/11/2017	Manual	121.19	LACLEDE GAS COMPANY	10-5620.0000-02-00 GAS	121.19
	12/11/2017	Manual	73,739.05	RIGHTCHOICE MANAGED CARE, INC	10-5310.0000-00-00 GROUP INSURANCE	73739.05
	12/13/2017	Manual	142.84	AMERENUE	10-5610.0000-15-00 ELECTRIC	142.84
	12/14/2017	Manual	106.45	AMERENUE	10-5610.0000-01-00 ELECTRIC	106.45
	12/14/2017	Manual	220.65	LACLEDE GAS COMPANY	10-5620.0000-01-00 GAS	220.65
	12/18/2017	Manual	19,939.72	RIGHTCHOICE MANAGED CARE, INC	10-5310.0000-00-00 GROUP INSURANCE	19939.72
	12/18/2017	Manual	150.34	LACLEDE GAS COMPANY	10-5620.0000-05-00 GAS	150.34
	12/18/2017	Manual	124.93	LACLEDE GAS COMPANY	10-5620.0000-09-00 GAS	124.93
	12/19/2017	Manual	230.79	AMERENUE	10-5610.0000-04-00 ELECTRIC	230.79
	12/19/2017	Manual	162.94	AMERENUE	10-5610.0000-17-00 ELECTRIC	162.94
	12/21/2017	Manual	23.40	AT&T MOBILITY	10-5730.0000-00-00 CELLULAR / OTHER COMMUNICATIONS	23.40
	12/21/2017	Manual	164.77	AMERENUE	10-5610.0000-06-00 ELECTRIC 10-5620.0000-06-00 GAS	51.19 113.58
	12/21/2017	Manual	139.85	AMERENUE	10-5610.0000-14-00 ELECTRIC	139.85
	12/22/2017	Manual	161.69	LACLEDE GAS COMPANY	10-5620.0000-15-00 GAS	161.69
	12/26/2017	Manual	118,741.43	RIGHTCHOICE MANAGED CARE, INC	10-5310.0000-00-00 GROUP INSURANCE	118741.43
	12/26/2017	Manual	84.45	AMERENUE	10-5610.0000-30-00 ELECTRIC	84.45
	12/27/2017	Manual	157.00	LACLEDE GAS COMPANY	10-5620.0000-14-00 GAS	157.00
	12/27/2017	Manual	122.83	LACLEDE GAS COMPANY	10-5620.0000-07-00 GAS	122.83
	12/27/2017	Manual	217.42	LACLEDE GAS COMPANY	10-5620.0000-SC-00 GAS	217.42
0000000	12/01/2017	Printed	100,944.70	PRUDENTIAL RETIREMENT SVC	10-2150.0000-00-00 A/P - PENSION	100944.70
0000000	12/08/2017	Printed	272,522.86	EFTPS	10-2400.0000-00-00 SOCIAL SECURITY W/H 10-2410.0000-00-00 MEDICARE W/H 10-2420.0000-00-00 FEDERAL W/H	106362.72 25261.62 140898.52
0000000	12/13/2017	Printed	3.66	AMERENUE	10-5610.0000-20-00 ELECTRIC	3.66
0000000	12/14/2017	Printed	149,274.01	PRUDENTIAL RETIREMENT SVC	10-2150.0000-00-00 A/P - PENSION	149274.01
0000000	12/14/2017	Printed	40,208.39	MO DIRECTOR OF REVENUE	10-2440.0000-00-00 STATE W/H	40208.39
0000000	12/22/2017	Printed	174,758.98	EFTPS	10-2400.0000-00-00 SOCIAL SECURITY W/H 10-2410.0000-00-00 MEDICARE W/H 10-2420.0000-00-00 FEDERAL W/H	74504.12 17861.52 82393.34

St. Charles County Ambulance District
A/P Check Register for General Checking - US Bank
For the Period from 12/01/2017 to 12/31/2017

Check #	Date	Status	Check Amount	Vendor	Invoice Distribution Accounts	Distribution Amount
0000000	12/26/2017	Printed	29.25	AMERENUE	10-5610.0000-11-00 ELECTRIC	29.25
0000000	12/28/2017	Printed	12.21	AMERENUE	10-5610.0000-11-00 ELECTRIC	12.21
0000000	12/28/2017	Printed	25,676.00	MO DIRECTOR OF REVENUE	10-2440.0000-00-00 STATE W/H	25676.00
0000000	12/28/2017	Printed	113,603.22	PRUDENTIAL RETIREMENT SVC	10-2150.0000-00-00 A/P - PENSION	113603.22
1025492	12/08/2017	Printed	56,911.95	LAJCO, INC	10-1530.0000-00-00 DUE FROM STUDENT (DEFERRED STUDENT INCOME)	1531.40
					10-1555.0000-00-00 DUE (TO)FROM EMPLOYEES - UNIFORMS	35639.00
					10-5360.0000-00-00 UNIFORMS	17338.55
					10-6710.PAR7-TC-00 TRAINING SUPPLIES-PARAMEDIC PROGRAM	2403.00
1025493	12/13/2017	Printed	1,153.85	* GARNISHMENT	10-2620.0000-00-00 GARNISHMENT W/H	1153.85
1025494	12/13/2017	Printed	727.38	* GARNISHMENT	10-2620.0000-00-00 GARNISHMENT W/H	727.38
1025495	12/13/2017	Printed	184.62	* GARNISHMENT	10-2620.0000-00-00 GARNISHMENT W/H	184.62
1025496	12/13/2017	Printed	242.31	* GARNISHMENT	10-2620.0000-00-00 GARNISHMENT W/H	242.31
1025497	12/13/2017	Printed	139.75	* GARNISHMENT2	10-2620.0000-00-00 GARNISHMENT W/H	139.75
1025498	12/13/2017	Printed	107.91	ABSOPURE	10-5670.0000-05-00 SUPPLIES/NONCAPITAL ITEMS	107.91
1025499	12/13/2017	Printed	1,209.70	AIRESPRING, INC	10-5640.0000-HQ-00 TELEPHONE	1209.70
1025500	12/13/2017	Printed	1,607.25	ALLEN, RUSSELL S	10-5370.0217-00-00 TUITION-ALLEN,RUSSELL	1607.25
1025501	12/13/2017	Printed	87.50	BACKSTOPPERS	10-2660.0000-00-00 OTHER W/H	87.50
1025502	12/13/2017	Printed	284.10	BAKER, DONNA L	10-5370.0169-00-00 TUITION-BAKER DONNA	284.10
1025503	12/13/2017	Printed	162.50	BALMES, ERIC J	10-6780.PAR7-TC-00 SUBCONTRACTOR & OTHER FEES-PARAMEDIC PROGRAM	162.50
1025504	12/13/2017	Printed	50.00	BARNES CARE	10-5380.0000-00-00 PROFESSIONAL HEALTH	50.00
1025505	12/13/2017	Printed	212.50	BARTON, JOHN	10-6780.PAR7-TC-00 SUBCONTRACTOR & OTHER FEES-PARAMEDIC PROGRAM	212.50
1025506	12/13/2017	Printed	847.33	BOSCHERT, CRAIG M	10-5370.3517-00-00 TUITION-BOSCHERT CRAIG	847.33
1025507	12/13/2017	Printed	4,388.00	BOUND TREE MEDICAL LLC	10-5750.0000-00-00 MEDICAL SUPPLIES	4388.00
1025508	12/13/2017	Printed	132.64	BROECKELMANN, ANDREW M	10-5370.3614-00-00 TUITION-BROECKELMANN, ANDREW	132.64
1025509	12/13/2017	Printed	265.00	BRUCE TERMINIX SERVICE CO.	10-5550.0000-06-00 PEST CONTROL	27.00
					10-5550.0000-07-00 PEST CONTROL	30.00
					10-5550.0000-08-00 PEST CONTROL	29.00
					10-5550.0000-09-00 PEST CONTROL	29.00
					10-5550.0000-13-00 PEST CONTROL	30.00
					10-5550.0000-14-00 PEST CONTROL	30.00
					10-5550.0000-15-00 PEST CONTROL	30.00
					10-5550.0000-17-00 PEST CONTROL	30.00
					10-5550.0000-30-00 PEST CONTROL	30.00
1025510	12/13/2017	Printed	2,850.00	CAMERON, AMELIA A	10-5370.3592-00-00 TUITION-CAMERON AMY	2850.00
1025511	12/13/2017	Printed	48.00	CITY OF ST CHARLES	10-5630.0000-02-00 WATER & SEWER	48.00
1025512	12/13/2017	Printed	76.91	CITY OF WENTZVILLE	10-5630.0000-06-00 WATER & SEWER	46.39
					10-5630.0000-17-00 WATER & SEWER	30.52
1025513	12/13/2017	Printed	68.57	CLEAN THE UNIFORM CO O'FALLON	10-1555.0000-00-00 DUE (TO)FROM EMPLOYEES - UNIFORMS	14.69
					10-6190.0000-00-00 MISCELLANEOUS	53.88
1025514	12/13/2017	Printed	334.93	CLUB FITNESS	10-2660.0000-00-00 OTHER W/H	334.93
1025515	12/13/2017	Printed	174.55	COPYING CONCEPTS	10-5660.0000-TC-00 REPAIRS, REPL & MAINT - F & E	174.55
1025516	12/13/2017	Printed	184.37	CUIVRE RIVER ELECTRIC	10-5610.0000-09-00 ELECTRIC	184.37

St. Charles County Ambulance District
A/P Check Register for General Checking - US Bank
For the Period from 12/01/2017 to 12/31/2017

Check #	Date	Status	Check Amount	Vendor	Invoice Distribution Accounts	Distribution Amount
1025517	12/13/2017	Printed	130.50	DUCKETT CREEK SANITARY DISTRICT	10-5630.0000-07-00 WATER & SEWER 10-5630.0000-08-00 WATER & SEWER 10-5630.0000-10-00 WATER & SEWER 10-5630.0000-14-00 WATER & SEWER 10-5630.0000-15-00 WATER & SEWER 10-5630.0000-SC-00 WATER & SEWER	21.75 21.75 21.75 21.75 21.75 21.75
1025518	12/13/2017	Printed	54,075.00	EMERGENCY SERVICES SUPPLY	10-9020.0102-00-00 LSV REMOUNTS	54075.00
1025519	12/13/2017	Printed	106.25	GHIRARDI, ROBERT	10-6780.EMTF-TC-00 SUBCONTRACTOR & OTHER FEES-EMT FALL	106.25
1025520	12/13/2017	Printed	474.81	GOLD'S GYM	10-2660.0000-00-00 OTHER W/H	474.81
1025521	12/13/2017	Printed	86.00	HELGET GAS PRODUCTS	10-5740.0000-00-00 OXYGEN SERVICES	86.00
1025522	12/13/2017	Printed	89.25	INTERFACE SECURITY SYSTEMS,	10-5640.0000-04-00 TELEPHONE	89.25
1025524	12/13/2017	Printed	191.10	K.M.D. LINEN SERVICE CO, INC	10-5710.0000-00-00 LINENS/LAUNDRY SERVICES	191.10
1025525	12/13/2017	Printed	14,312.00	KAPPA HEATING & AIR COND.	10-9060.0101-05-00 AMBULANCE BASE- BASE STATION #5 10-9060.0101-18-00 AMBULANCE BASE- BASE STATION #18	7156.00 7156.00
1025526	12/13/2017	Printed	106.25	KATEMAN, KYLE	10-6780.EMTF-TC-00 SUBCONTRACTOR & OTHER FEES-EMT FALL	106.25
1025527	12/13/2017	Printed	1,710.00	KRONOS	10-7120.0000-00-00 I.S. MAINTENANCE & SUPPORT	1710.00
1025528	12/13/2017	Printed	1,219.00	LAJCO, INC	10-1555.0000-00-00 DUE (TO)FROM EMPLOYEES - UNIFORMS 10-5360.0000-00-00 UNIFORMS	18.00 1201.00
1025529	12/13/2017	Printed	250.00	LAW, ANDREW D	10-5370.3726-00-00 TUITION-LAW ANDREW	250.00
1025530	12/13/2017	Printed	597.17	LEON UNIFORM COMPANY	10-5360.0000-00-00 UNIFORMS	597.17
1025531	12/13/2017	Printed	250.00	McNEIL & COMPANY, INC.	10-7000.0000-00-00 INSURANCE	250.00
1025532	12/13/2017	Printed	81.25	METZE II, TIMOTHY CHARLES	10-6780.EMTF-TC-00 SUBCONTRACTOR & OTHER FEES-EMT FALL	81.25
1025533	12/13/2017	Printed	48.86	MISSOURI AMERICAN WATER	10-5630.0000-SC-00 WATER & SEWER	48.86
1025534	12/13/2017	Printed	42.74	MISSOURI AMERICAN WATER	10-5630.0000-08-00 WATER & SEWER	42.74
1025535	12/13/2017	Printed	70.19	MISSOURI AMERICAN WATER	10-5630.0000-10-00 WATER & SEWER	70.19
1025536	12/13/2017	Printed	62.52	MISSOURI AMERICAN WATER	10-5630.0000-10-00 WATER & SEWER	62.52
1025537	12/13/2017	Printed	17.59	MISSOURI AMERICAN WATER	10-5630.0000-07-00 WATER & SEWER	17.59
1025538	12/13/2017	Printed	46.61	MISSOURI AMERICAN WATER	10-5630.0000-07-00 WATER & SEWER	46.61
1025539	12/13/2017	Printed	20.40	MISSOURI LAWYERS MEDIA	10-7030.0000-00-00 PUBLIC NOTICES/ADVERTISING	20.40
1025540	12/13/2017	Printed	357.00	MUELLER, SCOTT A	10-1600.0000-00-00 PREPAID EXPENSES	357.00
1025541	12/13/2017	Printed	318.75	MULLINS, SCOTT	10-6780.PAR7-TC-00 SUBCONTRACTOR & OTHER FEES-PARAMEDIC PROGRAM	318.75
1025542	12/13/2017	Printed	9,157.00	NAVIGATE BUILDING SOLUTIONS LLC	10-9060.0101-05-00 AMBULANCE BASE- BASE STATION #5 10-9060.0101-18-00 AMBULANCE BASE- BASE STATION #18	4578.50 4578.50
1025543	12/13/2017	Printed	1,517.00	NINTH BRAIN SUITE, LLC	10-6720.0000-TC-00 BOOKS, VIDEOS AND SOFTWARE	1517.00
1025544	12/13/2017	Printed	694.99	O'REILLY AUTO PARTS	10-6100.0000-00-00 PARTS & SUPPLIES - VEHICLES 10-7120.0000-00-00 I.S. MAINTENANCE & SUPPORT	-5.00 699.99
1025545	12/13/2017	Printed	83,500.00	MEDICAL EXPENSE REIMBURSEMENT ACCOUNT	10-5340.0000-00-00 VEBA	83500.00
1025546	12/13/2017	Printed	14.26	PORTAGE DES SIOUX WATER DEPARTMENT	10-5630.0000-40-00 WATER & SEWER	14.26
1025547	12/13/2017	Printed	37.12	POSTMASTER	10-7200.0000-00-00 POSTAGE & DELIVERY	37.12
1025548	12/13/2017	Printed	66.42	PWSD NO 2 OF ST CHARLES CO.	10-5630.0000-14-00 WATER & SEWER 10-5630.0000-15-00 WATER & SEWER 10-5630.0000-20-00 WATER & SEWER	27.08 25.10 14.24
1025549	12/13/2017	Printed	49.44	RICOH USA, INC	10-5660.0000-HQ-00 REPAIRS, REPL & MAINT - F & E	49.44
1025550	12/13/2017	Printed	39.07	SCHNEIDER'S TRUE VALUE	10-6100.0000-00-00 PARTS & SUPPLIES - VEHICLES 10-6150.0000-00-00 TOOLS	3.60 35.47

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1025551	12/13/2017	Printed	12,192.00	SHI INTERNATIONAL CORP	10-7260.0000-00-00 COMPUTER HARDWARE/SOFTWARE	12192.00
1025552	12/13/2017	Printed	915.00	SOLAR OCEAN 2, LLC	10-5610.0000-01-00 ELECTRIC	120.00
					10-5610.0000-03-00 ELECTRIC	70.00
					10-5610.0000-07-00 ELECTRIC	130.00
					10-5610.0000-11-00 ELECTRIC	90.00
					10-5610.0000-15-00 ELECTRIC	150.00
					10-5610.0000-20-00 ELECTRIC	70.00
					10-5610.0000-HQ-00 ELECTRIC	125.00
					10-5610.0000-TC-00 ELECTRIC	160.00
1025553	12/13/2017	Printed	1,080.00	SOLAR OCEAN 3, LLC	10-5610.0000-04-00 ELECTRIC	160.00
					10-5610.0000-05-00 ELECTRIC	150.00
					10-5610.0000-06-00 ELECTRIC	140.00
					10-5610.0000-14-00 ELECTRIC	160.00
					10-5610.0000-17-00 ELECTRIC	160.00
					10-5610.0000-30-00 ELECTRIC	150.00
					10-5610.0000-SC-00 ELECTRIC	160.00
1025554	12/13/2017	Printed	700.00	SSM HEALTH CARDINAL GLENNON CHILDREN'S	10-5370.3541-00-00 TUITION-BRIGGS HEATHER	350.00
					10-5370.3803-00-00 TUITION-LICAVOLI DANIEL	350.00
1025555	12/13/2017	Printed	167.16	STERICYCLE, INC.	10-5750.0000-00-00 MEDICAL SUPPLIES	167.16
1025556	12/13/2017	Printed	1,500.00	STINSON, JERRY W	10-5370.0212-00-00 TUITION-STINSON JERRY	1500.00
1025557	12/13/2017	Printed	13,057.24	TAI-CHI CONSULTING	10-7150.0000-00-00 PROF FEES - MISCELLANEOUS	13057.24
1025558	12/13/2017	Printed	126.00	TEAMSTERS LOCAL 618	10-2600.0000-00-00 UNION DUES W/H	126.00
1025559	12/13/2017	Printed	1,400.00	THE WORK CENTER	10-5380.0000-00-00 PROFESSIONAL HEALTH	1400.00
1025560	12/13/2017	Printed	281.57	THYSENKRUPP ELEVATOR CORP.	10-5650.0000-HQ-00 REPAIRS & MAINT - BLDG	281.57
1025561	12/13/2017	Printed	9,000.00	UNITED STATES POSTAL SERVIC	10-7200.0000-00-00 POSTAGE & DELIVERY	9000.00
1025562	12/13/2017	Printed	225.80	VERIFIED FIRST	10-7150.0000-00-00 PROF FEES - MISCELLANEOUS	225.80
1025563	12/13/2017	Printed	399.00	VERLO MATTRESS FACTORY STORE	10-5670.0000-17-00 SUPPLIES/NONCAPITAL ITEMS	399.00
1025564	12/13/2017	Printed	812.29	WASTE MGMT OF ST LOUIS	10-5540.0000-01-00 TRASH HAULING	44.60
					10-5540.0000-02-00 TRASH HAULING	26.80
					10-5540.0000-05-00 TRASH HAULING	42.59
					10-5540.0000-06-00 TRASH HAULING	53.93
					10-5540.0000-07-00 TRASH HAULING	40.20
					10-5540.0000-08-00 TRASH HAULING	40.20
					10-5540.0000-09-00 TRASH HAULING	40.13
					10-5540.0000-10-00 TRASH HAULING	67.99
					10-5540.0000-14-00 TRASH HAULING	42.59
					10-5540.0000-15-00 TRASH HAULING	53.62
					10-5540.0000-17-00 TRASH HAULING	53.68
					10-5540.0000-20-00 TRASH HAULING	49.86
					10-5540.0000-30-00 TRASH HAULING	52.03
					10-5540.0000-40-00 TRASH HAULING	45.03
					10-5540.0000-SC-00 TRASH HAULING	112.19
					10-5640.0000-13-00 TELEPHONE	46.85
1025565	12/13/2017	Printed	344.00	WILL ELECTRONICS	10-7120.0000-00-00 I.S. MAINTENANCE & SUPPORT	344.00
1025566	12/27/2017	Printed	1,153.85	* GARNISHMENT	10-2620.0000-00-00 GARNISHMENT W/H	1153.85
1025567	12/27/2017	Printed	727.38	* GARNISHMENT	10-2620.0000-00-00 GARNISHMENT W/H	727.38
1025568	12/27/2017	Printed	184.62	* GARNISHMENT	10-2620.0000-00-00 GARNISHMENT W/H	184.62
1025569	12/27/2017	Printed	242.31	* GARNISHMENT	10-2620.0000-00-00 GARNISHMENT W/H	242.31
1025570	12/27/2017	Printed	157.01	* GARNISHMENT2	10-2620.0000-00-00 GARNISHMENT W/H	157.01
1025571	12/27/2017	Printed	13.00	* STUDENT REFUND	10-4550.EMTS-TC-00 TRAINING FEES-EMT SPRING	13.00

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1025572	12/27/2017	Printed	3,365.50	AFLAC - WORLD HEADQUARTERS	10-2360.0000-00-00 SECTION 125 - OTHER	3365.50
1025573	12/27/2017	Printed	41.66	ALL-TYPE VACUUM & JANITORIAL SUPPLY	10-5660.0000-04-00 REPAIRS, REPL & MAINT - F & E	41.66
1025574	12/27/2017	Printed	619.00	ARMOR DOOR & KEY	10-5670.0000-00-00 SUPPLIES/NONCAPITAL ITEMS	250.00
					10-9060.0101-05-00 AMBULANCE BASE- BASE STATION #5	369.00
1025575	12/27/2017	Printed	133.34	ARMSTRONG MEDICAL IND.	10-5750.0000-00-00 MEDICAL SUPPLIES	133.34
1025576	12/27/2017	Printed	744.17	AT&T	10-5640.0000-01-00 TELEPHONE	66.11
					10-5640.0000-02-00 TELEPHONE	141.42
					10-5640.0000-03-00 TELEPHONE	66.11
					10-5640.0000-07-00 TELEPHONE	68.05
					10-5640.0000-08-00 TELEPHONE	66.11
					10-5640.0000-10-00 TELEPHONE	136.10
					10-5640.0000-14-00 TELEPHONE	68.05
					10-5640.0000-40-00 TELEPHONE	66.11
					10-5640.0000-HQ-00 TELEPHONE	66.11
1025577	12/27/2017	Printed	13.85	AUTOZONE	10-6100.0000-00-00 PARTS & SUPPLIES - VEHICLES	13.85
1025578	12/27/2017	Printed	252.00	B.O. GRAHAM PLUMBING & HEATING CO., INC.	10-5650.0000-09-00 REPAIRS & MAINT - BLDG	252.00
1025579	12/27/2017	Printed	517.00	BARNES CARE	10-5380.0000-00-00 PROFESSIONAL HEALTH	517.00
1025580	12/27/2017	Printed	41.30	BATTERIES PLUS BULBS	10-5670.0000-00-00 SUPPLIES/NONCAPITAL ITEMS	41.30
1025581	12/27/2017	Printed	2,409.00	BAX ENGINEERING CO., INC.	10-9060.0101-05-00 AMBULANCE BASE- BASE STATION #5	59.00
					10-9060.0101-TC-00 NEW BASE 3/TC CAMPUS (OLD MILL PKWY)	2350.00
1025582	12/27/2017	Printed	106.25	BEHR, JACOB C	10-6780.EMTF-TC-00 SUBCONTRACTOR & OTHER FEES-EMT FALL	106.25
1025583	12/27/2017	Printed	33.15	BESTE, LAURIE ANN	10-6780.EMTF-TC-00 SUBCONTRACTOR & OTHER FEES-EMT FALL	33.15
1025584	12/27/2017	Printed	1,767.55	BOUND TREE MEDICAL LLC	10-5750.0000-00-00 MEDICAL SUPPLIES	1637.00
					10-5760.0000-00-00 MEDICAL/FIELD EQUIP - REPAIR & REPL	130.55
1025585	12/27/2017	Printed	399.00	BRUCE TERMINIX SERVICE CO.	10-5550.0000-00-00 PEST CONTROL	24.00
					10-5550.0000-01-00 PEST CONTROL	27.00
					10-5550.0000-02-00 PEST CONTROL	30.00
					10-5550.0000-03-00 PEST CONTROL	17.00
					10-5550.0000-04-00 PEST CONTROL	33.00
					10-5550.0000-09-00 PEST CONTROL	29.00
					10-5550.0000-10-00 PEST CONTROL	30.00
					10-5550.0000-11-00 PEST CONTROL	30.00
					10-5550.0000-40-00 PEST CONTROL	24.00
					10-5550.0000-HQ-00 PEST CONTROL	49.00
					10-5550.0000-SC-00 PEST CONTROL	84.00
					10-5550.0000-TC-00 PEST CONTROL	22.00
1025586	12/27/2017	Printed	2,964.00	BURNES CITADEL	10-1600.0000-00-00 PREPAID EXPENSES	2964.00
1025587	12/27/2017	Printed	127.42	CARDINAL HEALTH, INC	10-5750.0000-00-00 MEDICAL SUPPLIES	127.42
1025588	12/27/2017	Printed	638.43	CAREFUSION 203, INC	10-5750.0000-00-00 MEDICAL SUPPLIES	638.43
1025589	12/27/2017	Printed	315.00	CARTRIDGE WORLD WENTZVILLE	10-7240.0000-00-00 OFFICE SUPPLIES & EQUIPMENT	315.00
1025590	12/27/2017	Printed	512.29	CASSIDY, LISA M	10-7290.0000-00-00 BUSINESS MEETINGS	512.29
1025591	12/27/2017	Printed	5,484.94	CDW GOVERNMENT, INC.	10-7120.0000-00-00 I.S. MAINTENANCE & SUPPORT	5484.94

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1025592	12/27/2017	Printed	555.00	CENTURYLINK	10-5640.0000-04-00 TELEPHONE 10-5640.0000-05-00 TELEPHONE 10-5640.0000-06-00 TELEPHONE 10-5640.0000-09-00 TELEPHONE 10-5640.0000-13-00 TELEPHONE 10-5640.0000-15-00 TELEPHONE 10-5640.0000-17-00 TELEPHONE 10-5640.0000-20-00 TELEPHONE 10-5640.0000-30-00 TELEPHONE	71.86 38.69 41.00 36.81 76.56 37.85 76.56 40.76 134.91
1025593	12/27/2017	Printed	2,329.59	CHARTER COMMUNICATIONS	10-5640.0000-01-00 TELEPHONE 10-5640.0000-02-00 TELEPHONE 10-5640.0000-03-00 TELEPHONE 10-5640.0000-04-00 TELEPHONE 10-5640.0000-05-00 TELEPHONE 10-5640.0000-06-00 TELEPHONE 10-5640.0000-07-00 TELEPHONE 10-5640.0000-08-00 TELEPHONE 10-5640.0000-09-00 TELEPHONE 10-5640.0000-10-00 TELEPHONE 10-5640.0000-13-00 TELEPHONE 10-5640.0000-14-00 TELEPHONE 10-5640.0000-15-00 TELEPHONE 10-5640.0000-17-00 TELEPHONE 10-5640.0000-HQ-00 TELEPHONE 10-5640.0000-SC-00 TELEPHONE	141.21 142.52 83.41 170.74 163.38 141.22 148.59 141.21 148.58 146.85 132.25 137.64 163.34 146.76 180.18 141.71
1025594	12/27/2017	Printed	100.46	CITY OF ST CHARLES	10-5630.0000-01-00 WATER & SEWER	100.46
1025595	12/27/2017	Printed	259.52	CITY OF ST PETERS	10-5540.0000-04-00 TRASH HAULING 10-5630.0000-04-00 WATER & SEWER	92.00 167.52
1025596	12/27/2017	Printed	967.00	CITY WIDE MAINT. OF ST. LOUIS	10-5590.0000-HQ-00 CLEANING SERVICE 10-5590.0000-TC-00 CLEANING SERVICE	801.65 165.35
1025597	12/27/2017	Printed	137.14	CLEAN THE UNIFORM CO O'FALLON	10-1555.0000-00-00 DUE (TO)FROM EMPLOYEES - UNIFORMS 10-6190.0000-00-00 MISCELLANEOUS	29.38 107.76
1025598	12/27/2017	Printed	10,478.50	COOL TOUCH GRAPHICS LLC	10-6290.0000-00-00 CONTINGENCY 10-9020.0101-00-00 AMBULANCE CONVERSION	830.00 9648.50
1025599	12/27/2017	Printed	22.13	COPE, KELLY D	10-5370.3188-00-00 TUITION-COPE KELLY	22.13
1025600	12/27/2017	Voided	47.92	COPYING CONCEPTS	10-5660.0000-HQ-00 REPAIRS, REPL & MAINT - F & E	47.92
1025601	12/27/2017	Printed	29.25	CROW, HALEY B	10-6780.EMTF-TC-00 SUBCONTRACTOR & OTHER FEES-EMT FALL	29.25
1025602	12/27/2017	Printed	392.88	CUIVRE RIVER ELECTRIC	10-5610.0000-08-00 ELECTRIC 10-5610.0000-13-00 ELECTRIC	189.88 203.00
1025603	12/27/2017	Printed	17,303.50	DELTA DENTAL OF MISSOURI	10-5310.0000-00-00 GROUP INSURANCE	17303.50
1025604	12/27/2017	Printed	128.10	EMERGENCY MEDICAL PRODUCTS	10-5790.0000-00-00 SAFETY APPAREL	128.10
1025605	12/27/2017	Printed	941.68	EMERGENCY SERVICES SUPPLY	10-6100.0000-00-00 PARTS & SUPPLIES - VEHICLES	941.68
1025606	12/27/2017	Printed	7.00	EMS PROFESSIONALS	10-5750.0000-00-00 MEDICAL SUPPLIES	7.00
1025607	12/27/2017	Printed	615.15	ENERGY PETROLEUM	10-6100.0000-00-00 PARTS & SUPPLIES - VEHICLES	615.15
1025608	12/27/2017	Printed	9.00	EVER READY FIRST AID & MEDICAL SUPPLY	10-5750.0000-00-00 MEDICAL SUPPLIES	9.00
1025609	12/27/2017	Printed	1,677.42	FIRESTONE COMPLETE AUTO CARE	10-6030.0000-00-00 TIRES	1677.42
1025610	12/27/2017	Printed	6,737.04	FUELMAN	10-6010.0000-00-00 FUEL	6737.04
1025611	12/27/2017	Printed	114.51	GRAINGER	10-5670.0000-00-00 SUPPLIES/NONCAPITAL ITEMS 10-5760.0000-00-00 MEDICAL/FIELD EQUIP - REPAIR & REPL	65.85 48.66
1025612	12/27/2017	Printed	300.00	GREATER ST CHARLES COUNTY CHAMBER OF	10-7300.0000-00-00 DUES & MEMBERSHIPS	300.00

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1025613	12/27/2017	Printed	212.50	GUMP, HEATHER	10-6780.EMTF-TC-00 SUBCONTRACTOR & OTHER FEES-EMT FALL 10-6780.PAR7-TC-00 SUBCONTRACTOR & OTHER FEES-PARAMEDIC PROGRAM	100.00 112.50
1025614	12/27/2017	Printed	50.02	HANKLEY, LAUREN	10-7390.0000-00-00 MISCELLANEOUS	50.02
1025615	12/27/2017	Printed	546.40	HELGET GAS PRODUCTS	10-5740.0000-00-00 OXYGEN SERVICES	546.40
1025616	12/27/2017	Printed	2,498.35	HENRY SCHEIN MATRX MEDICAL	10-5670.0000-00-00 SUPPLIES/NONCAPITAL ITEMS 10-5750.0000-00-00 MEDICAL SUPPLIES 10-5760.0000-00-00 MEDICAL/FIELD EQUIP - REPAIR & REPL	68.20 1235.15 1195.00
1025617	12/27/2017	Printed	292.00	HRDIRECT/GNEIL	10-1600.0000-00-00 PREPAID EXPENSES	292.00
1025618	12/27/2017	Printed	1,440.08	HSU, LEO	10-1600.0000-00-00 PREPAID EXPENSES 10-7160.0000-00-00 PROF FEES - PHYSICIAN ADVISORS	1035.95 404.13
1025619	12/27/2017	Printed	306.25	JAEGER, DAMON SHANE	10-6780.EVES-TC-00 SUBCONTRACTOR & OTHER FEES-EMT SPRING	306.25
1025620	12/27/2017	Printed	381.50	K.M.D. LINEN SERVICE CO, INC	10-5710.0000-00-00 LINENS/LAUNDRY SERVICES	381.50
1025621	12/27/2017	Printed	106.25	KATEMAN, KYLE	10-6780.EMTF-TC-00 SUBCONTRACTOR & OTHER FEES-EMT FALL	106.25
1025622	12/27/2017	Printed	106.25	KATEMAN, KYLE	10-6780.EMTF-TC-00 SUBCONTRACTOR & OTHER FEES-EMT FALL	106.25
1025623	12/27/2017	Printed	367.63	KOHR'S TRUCK & AUTO REPAIR, INC.	10-6020.0000-00-00 REPAIRS & MAINT - VEHICLES	367.63
1025624	12/27/2017	Printed	14,089.88	KRONOS	10-1600.0000-00-00 PREPAID EXPENSES	14089.88
1025625	12/27/2017	Printed	39,982.00	LAJCO, INC	10-1555.0000-00-00 DUE (TO)FROM EMPLOYEES - UNIFORMS	39982.00
1025626	12/27/2017	Printed	323,088.93	LAMB CONSTRUCTION COMPANY, LLC	10-9060.0101-05-00 AMBULANCE BASE- BASE STATION #5 10-9060.0101-18-00 AMBULANCE BASE- BASE STATION #18	170868.04 152220.89
1025627	12/27/2017	Printed	625.00	LEO M. ELLEBRACHT COMPANY	10-5790.0000-00-00 SAFETY APPAREL	625.00
1025628	12/27/2017	Printed	598.78	LEON UNIFORM COMPANY	10-1555.0000-00-00 DUE (TO)FROM EMPLOYEES - UNIFORMS 10-5360.0000-00-00 UNIFORMS	256.40 342.38
1025629	12/27/2017	Printed	170.00	LINDBECK, EMERIT T	10-5370.3756-00-00 TUITION-LINDBECK TOD 10-7290.0000-00-00 BUSINESS MEETINGS	150.00 20.00
1025630	12/27/2017	Printed	264.00	MARTIN CO., INC.	10-5650.0000-08-00 REPAIRS & MAINT - BLDG 10-5650.0000-17-00 REPAIRS & MAINT - BLDG	216.00 48.00
1025631	12/27/2017	Printed	212.50	METZE II, TIMOTHY CHARLES	10-6780.EMTF-TC-00 SUBCONTRACTOR & OTHER FEES-EMT FALL	212.50
1025632	12/27/2017	Printed	918.00	MIDWEST TESTING, LLC	10-9060.0101-TC-00 NEW BASE 3/TC CAMPUS (OLD MILL PKWY)	918.00
1025633	12/27/2017	Printed	3,021.66	MIKE'S	10-5660.0000-02-00 REPAIRS, REPL & MAINT - F & E 10-5660.0000-03-00 REPAIRS, REPL & MAINT - F & E 10-5660.0000-09-00 REPAIRS, REPL & MAINT - F & E 10-5660.0000-10-00 REPAIRS, REPL & MAINT - F & E 10-5660.0000-13-00 REPAIRS, REPL & MAINT - F & E 10-5660.0000-14-00 REPAIRS, REPL & MAINT - F & E 10-5660.0000-17-00 REPAIRS, REPL & MAINT - F & E 10-5660.0000-30-00 REPAIRS, REPL & MAINT - F & E 10-5660.0000-HQ-00 REPAIRS, REPL & MAINT - F & E	189.63 335.17 330.82 324.75 189.63 324.75 402.75 402.75 521.41
1025634	12/27/2017	Printed	29.25	MILES, ADISSON	10-6780.EMTF-TC-00 SUBCONTRACTOR & OTHER FEES-EMT FALL	29.25
1025635	12/27/2017	Printed	33.00	MISSOURI DEPT OF REVENUE	10-6190.0000-00-00 MISCELLANEOUS	33.00
1025636	12/27/2017	Printed	96.90	MISSOURI LAWYERS MEDIA	10-7030.0000-00-00 PUBLIC NOTICES/ADVERTISING	96.90
1025637	12/27/2017	Printed	134.06	MOORE MEDICAL, LLC	10-5750.0000-00-00 MEDICAL SUPPLIES	134.06
1025638	12/27/2017	Printed	100.00	MULLINS, SCOTT	10-6780.PAR7-TC-00 SUBCONTRACTOR & OTHER FEES-PARAMEDIC PROGRAM	100.00
1025639	12/27/2017	Printed	375.00	NAEMSP	10-1600.0000-00-00 PREPAID EXPENSES	375.00
1025640	12/27/2017	Printed	1,998.24	NAPA AUTO PARTS	10-6100.0000-00-00 PARTS & SUPPLIES - VEHICLES 10-6100.0000-SC-00 PARTS & SUPPLIES - HOLDING ACCT	1840.24 158.00
1025641	12/27/2017	Printed	649.22	NORTON, JENNIFER L	10-5370.3430-00-00 TUITION-NORTON JENNIFER	649.22

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1025642	12/27/2017	Printed	1,093.86	O'REILLY AUTO PARTS	10-1470.0000-00-00 DUE FROM VENDOR 10-6100.0000-00-00 PARTS & SUPPLIES - VEHICLES 10-6100.0000-SC-00 PARTS & SUPPLIES - HOLDING ACCT	129.85 878.01 86.00
1025643	12/27/2017	Printed	380.00	OLB SYSTEMS	10-7150.0000-00-00 PROF FEES - MISCELLANEOUS	380.00
1025644	12/27/2017	Printed	16.24	POSTMASTER	10-7200.0000-00-00 POSTAGE & DELIVERY	16.24
1025645	12/27/2017	Printed	100.00	PROFESSIONAL SCUBA REPAIR	10-5740.0000-00-00 OXYGEN SERVICES	100.00
1025646	12/27/2017	Printed	93,081.81	PUNDMANN FORD	10-1470.0000-00-00 DUE FROM VENDOR 10-6020.0000-00-00 REPAIRS & MAINT - VEHICLES 10-6100.0000-00-00 PARTS & SUPPLIES - VEHICLES 10-9020.0102-00-00 LSV REMOUNTS	4.68 109.95 1092.18 91875.00
1025647	12/27/2017	Printed	77.91	PWSD NO 2 OF ST CHARLES CO.	10-5630.0000-09-00 WATER & SEWER	77.91
1025648	12/27/2017	Printed	188.40	QUADMED, INC.	10-5750.0000-00-00 MEDICAL SUPPLIES	188.40
1025649	12/27/2017	Printed	594.80	RBO PRINT LOGISTIX	10-7100.0000-00-00 PROF FEES - ATTORNEY	594.80
1025650	12/27/2017	Printed	106.25	ROMEO, NATRICE V	10-6780.PAR7-TC-00 SUBCONTRACTOR & OTHER FEES-PARAMEDIC PROGRAM	106.25
1025651	12/27/2017	Printed	1,476.00	S & W HEALTHCARE CORP	10-5750.0000-00-00 MEDICAL SUPPLIES	1476.00
1025652	12/27/2017	Printed	479.06	SAM'S CLUB DIRECT	10-5670.0000-00-00 SUPPLIES/NONCAPITAL ITEMS	479.06
1025653	12/27/2017	Printed	302.86	SENGER'S GAS COMPANY	10-5620.0000-40-00 GAS	302.86
1025654	12/27/2017	Printed	33.15	SHAY, JANIE	10-6780.EMTF-TC-00 SUBCONTRACTOR & OTHER FEES-EMT FALL	33.15
1025655	12/27/2017	Printed	1,732.83	SPRINT	10-5730.0000-00-00 CELLULAR / OTHER COMMUNICATIONS	1732.83
1025656	12/27/2017	Printed	350.00	SSM CARDINAL GLENNON CHILDREN'S MEDICAL	10-5370.3484-00-00 TUITION-PICKER CHRISTOPHER	350.00
1025657	12/27/2017	Printed	14,235.00	ST CHARLES COUNTY PARAMEDIC ASSN FUND	10-2600.0000-00-00 UNION DUES W/H	14235.00
1025658	12/27/2017	Printed	200.00	ST FRANCIS OF ASSISI CATHOLIC CHURCH	10-5510.0000-40-00 PROPERTY RENT	200.00
1025659	12/27/2017	Printed	36.00	ST PETERS AUTO SPA, LC	10-6020.0000-00-00 REPAIRS & MAINT - VEHICLES	36.00
1025660	12/27/2017	Printed	131.25	STEWART, ROBERT A	10-6780.CPRH-TC-00 SUBCONTRACTOR & OTHER FEES-HEALTHCARE PROVIDER CPR	131.25
1025661	12/27/2017	Printed	67.52	SYMBIO CORPORATION	10-6730.0000-TC-00 TRAINING EQUIPMENT-RR&M	67.52
1025662	12/27/2017	Printed	7,926.12	TAI-CHI CONSULTING	10-7150.0000-00-00 PROF FEES - MISCELLANEOUS	7926.12
1025663	12/27/2017	Printed	349.00	TECH ELECTRONICS, INC.	10-7120.0000-00-00 I.S. MAINTENANCE & SUPPORT	349.00
1025664	12/27/2017	Printed	6,065.14	TELEFLEX/ARROW INTERNATIONAL	10-5750.0000-00-00 MEDICAL SUPPLIES	6065.14
1025665	12/27/2017	Printed	410.00	TRUGREEN-CHEMLAWN	10-5520.0000-01-00 LAWN CARE 10-5520.0000-05-00 LAWN CARE 10-5520.0000-07-00 LAWN CARE 10-5520.0000-09-00 LAWN CARE 10-5520.0000-14-00 LAWN CARE 10-5520.0000-15-00 LAWN CARE 10-5520.0000-30-00 LAWN CARE	46.00 49.50 107.00 58.00 46.00 56.50 47.00
1025666	12/27/2017	Printed	11.65	UPS	10-7200.0000-00-00 POSTAGE & DELIVERY	11.65

St. Charles County Ambulance District
A/P Check Register for General Checking - US Bank
For the Period from 12/01/2017 to 12/31/2017

Check #	Date	Status	Check Amount	Vendor	Invoice Distribution Accounts	Distribution Amount
1025667	12/27/2017	Printed	25,561.73	VISA	10-1470.0000-00-00 DUE FROM VENDOR	531.78
					10-1550.0000-00-00 DUE (TO)FROM EMPLOYEES - OTHER	5.39
					10-1555.0000-00-00 DUE (TO)FROM EMPLOYEES - UNIFORMS	1291.52
					10-1600.0000-00-00 PREPAID EXPENSES	1065.96
					10-5350.0000-00-00 WORKERS COMPENSATION	2200.00
					10-5360.0000-00-00 UNIFORMS	1066.00
					10-5370.3517-00-00 TUITION-BOSCHERT CRAIG	72.31
					10-5370.3527-00-00 TUITION-SCHAFAER MATTHEW	626.40
					10-5370.3531-00-00 TUITION-ROMEIO JOHN	833.58
					10-5370.3582-00-00 TUITION-ASHFORD STEPHANIE	1038.00
					10-5390.0000-00-00 MISCELLANEOUS BENEFITS	1425.84
					10-5520.0000-17-00 LAWN CARE	14.99
					10-5550.0000-17-00 PEST CONTROL	51.96
					10-5650.0000-00-00 REPAIRS & MAINT - BLDG	38.91
					10-5650.0000-04-00 REPAIRS & MAINT - BLDG	105.60
					10-5650.0000-06-00 REPAIRS & MAINT - BLDG	23.31
					10-5650.0000-15-00 REPAIRS & MAINT - BLDG	49.58
					10-5650.0000-30-00 REPAIRS & MAINT - BLDG	46.70
					10-5650.0000-HQ-00 REPAIRS & MAINT - BLDG	72.64
					10-5650.0000-SC-00 REPAIRS & MAINT - BLDG	11.96
					10-5670.0000-00-00 SUPPLIES/NONCAPITAL ITEMS	197.01
					10-5670.0000-08-00 SUPPLIES/NONCAPITAL ITEMS	99.88
					10-5670.0000-17-00 SUPPLIES/NONCAPITAL ITEMS	61.24
					10-5670.0000-30-00 SUPPLIES/NONCAPITAL ITEMS	61.36
					10-5670.0000-HQ-00 SUPPLIES/NONCAPITAL ITEMS	24.74
					10-5670.0000-TC-00 SUPPLIES/NONCAPITAL ITEMS	83.79
					10-5750.0000-00-00 MEDICAL SUPPLIES	751.07
					10-5760.0000-00-00 MEDICAL/FIELD EQUIP - REPAIR & REPL	780.97
					10-6100.0000-00-00 PARTS & SUPPLIES - VEHICLES	65.26
					10-6290.0000-00-00 CONTINGENCY	1146.86
					10-6710.HCPR-TC-00 TRAINING SUPPLIES-HEARTSAVER CPR	180.00
					10-6740.ACLS-TC-00 FOOD-ACLS PROVIDER	153.57
					10-6740.PAR7-TC-00 FOOD-PARAMEDIC PROGRAM	122.48
					10-7120.0000-00-00 I.S. MAINTENANCE & SUPPORT	441.00
					10-7160.0000-00-00 PROF FEES - PHYSICIAN ADVISORS	271.00
					10-7240.0000-00-00 OFFICE SUPPLIES & EQUIPMENT	65.65
					10-7260.0000-00-00 COMPUTER HARDWARE/SOFTWARE	1088.76
					10-7290.0000-00-00 BUSINESS MEETINGS	1707.66
					10-7300.0000-00-00 DUES & MEMBERSHIPS	1269.00
					10-7310.0000-00-00 SUBSCRIPTIONS/PUBLICATIONS	121.76
					10-7950.0000-00-00 PUB REL & COMM EDUC	2044.69
					10-9020.0104-00-00 MOBILE INTEGRATED HEALTHCARE UNIT	967.84
					10-9020.0206-00-00 ADMINISTRATION VEHICLE	910.43
					10-9020.0208-00-00 BUS	1623.28
					10-9060.0101-TC-00 NEW BASE 3/TC CAMPUS (OLD MILL PKWY)	750.00
1025668	12/27/2017	Printed	33.15	WALLSMITH, TAYLOR	10-6780.EMTF-TC-00 SUBCONTRACTOR & OTHER FEES-EMT FALL	33.15
1025669	12/27/2017	Printed	326.50	WIEGMANN SERVICE	10-6040.0000-00-00 TOWING	326.50
1025670	12/27/2017	Printed	409.05	ZIRMED	10-4940.0000-00-00 COLLECTION FEES	409.05
1025671	12/27/2017	Printed	184.99	ZOLL DATA SYSTEMS	10-1470.0000-00-00 DUE FROM VENDOR	184.99
1025672	12/27/2017	Printed	5,543.20	ZOLL MEDICAL CORP	10-5760.0000-00-00 MEDICAL/FIELD EQUIP - REPAIR & REPL	5543.20
1025673	12/27/2017	Printed	594.80	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	594.80
1025674	12/27/2017	Printed	32.58	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	32.58
1025675	12/27/2017	Printed	422.84	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	422.84
1025676	12/27/2017	Printed	493.50	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	493.50

St. Charles County Ambulance District
A/P Check Register for General Checking - US Bank
For the Period from 12/01/2017 to 12/31/2017

Check #	Date	Status	Check Amount	Vendor	Invoice Distribution Accounts	Distribution Amount
1025677	12/27/2017	Printed	30.00	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	30.00
1025678	12/27/2017	Printed	516.76	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	516.76
1025679	12/27/2017	Printed	50.00	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	50.00
1025680	12/27/2017	Voided	190.73	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	190.73
1025680	12/27/2017	Manual	-190.73	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	190.73
1025681	12/27/2017	Printed	50.00	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	50.00
1025682	12/27/2017	Printed	211.57	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	211.57
1025683	12/27/2017	Printed	31.07	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	31.07
1025684	12/27/2017	Printed	104.49	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	104.49
1025685	12/27/2017	Printed	6.00	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	6.00
1025686	12/27/2017	Printed	507.69	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	507.69
1025687	12/27/2017	Printed	46.17	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	46.17
1025688	12/27/2017	Printed	413.10	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	413.10
1025689	12/27/2017	Printed	26.29	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	26.29
1025690	12/27/2017	Printed	5.10	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	5.10
1025691	12/27/2017	Printed	25.94	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	25.94
1025692	12/27/2017	Printed	16.65	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	16.65
1025693	12/27/2017	Printed	249.07	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	249.07
1025694	12/27/2017	Printed	228.78	* PATIENT REFUND	10-2100.0000-00-00 A/P - PT OVERPAYS	228.78
			2,138,521.28	Total for Bank Account:		
				General Checking - US Bank		

St. Charles County Ambulance District
Cash Basis Revenue and Expense Report
(For the period ended December 31, 2017)

Timing of new hires (HR, Billing, Porter, Quality Control Analyst & Paramedics). Overtime, Training, Uniforms & Professional Health down.

Includes \$434k for Stryker 7yr maint agreement.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2017	
														Budget	variance
Ambulance Fees & Oth Rev	970,361	953,770	1,390,310	1,178,920	1,159,584	1,175,905	1,234,868	1,566,418	1,011,087	1,134,966	1,239,703	1,418,334	14,434,226	14,235,156	199,070
Property Taxes	6,740,888	449,605	463,746	171,166	94,666	84,653	216,073	57,633	75,827	29,282	32,214	10,243,548	18,659,301	19,012,000	(352,699)
Cash Inflows from Rev	7,711,249	1,403,375	1,854,056	1,350,086	1,254,249	1,260,558	1,450,941	1,624,051	1,086,914	1,164,248	1,271,917	11,661,883	33,093,527	33,247,156	(153,629)
Wages and Benefits	1,625,483	2,388,270	2,062,752	1,700,631	1,773,159	2,355,444	1,856,969	1,747,947	2,117,467	1,741,617	1,590,165	2,305,201	23,265,105	25,280,010	2,014,905
Other Expenses	277,151	103,655	398,472	273,209	273,420	216,927	284,300	660,543	253,594	361,202	291,958	198,351	3,592,783	2,883,139	(709,644)
Capital Expenditures	13,113	12,554	205,138	242,167	479,766	336,321	19,231	243,565	13,104	379,961	318,235	97,179	2,360,333	5,601,684	3,241,351
Cash Outflows for Exp	1,915,747	2,504,478	2,666,362	2,216,006	2,526,346	2,908,692	2,160,500	2,652,055	2,384,165	2,482,780	2,200,358	2,600,731	29,218,220	33,764,833	4,546,613
Net Income (Expense)	5,795,502	(1,101,103)	(812,306)	(865,920)	(1,272,096)	(1,648,133)	(709,560)	(1,028,004)	(1,297,251)	(1,318,532)	(928,441)	9,061,152	3,875,306	(517,677)	4,392,983
Beginning Cash in CK Acct	1,236,835	4,032,337	2,931,233	2,118,927	3,253,007	1,980,911	2,332,777	1,623,218	2,595,214	1,547,963	1,979,431	3,050,989	1,236,835		
Ending Cash in CK Acct	4,032,337	2,931,233	2,118,927	3,253,007	1,980,911	2,332,777	1,623,218	2,595,214	1,547,963	1,979,431	3,050,989	5,112,141	5,112,141		
Investments in MOSIP	24,358,406	(2,555)	78	(1,968,520)	80	(1,991,805)	51,990	(2,002,056)	(248,263)	(1,738,328)	(1,984,472)	6,999,084	21,473,640		
Liquid Cash	28,390,743	27,289,640	26,477,334	27,611,413	26,339,317	24,699,379	22,070,893	21,040,833	19,745,319	18,438,459	17,525,545	26,585,781	26,585,781		

Includes 2017 Ret. Ins. Trust Pymnt of \$615,339.58 + 82k VEBA + 72k East Ilse.

Includes \$485k for Workers Comp.

Timing of Capital Expenditures.



All of us serving you®

Invoice Date: 1/17/2018
Invoice Number: 874210

ST CHARLES AMBULANCE DISTRICT
4169 OLD MILL PARKWAY
ST PETERS, Missouri 63376

Contact	Phone	Fax	Email
Todd Lindbeck	(636)-344-7631	(636)-447-9060	tlindbeck@sccad.com

Account Number: 0010741NS

ST CHARLES AMBULANCE DISTRICT GENERAL OBLIGATION REFUNDING BONDS SERIES 2013

Invoice for Debt Service Payment on 3/1/2018

Cusip	Maturity Date	Accrual Start Date	Accrual End Date	No. of Days	Principal Balance	Interest Rate	Interest	Principal	Premium/Discount
78765DCZ3	3/1/2018	9/1/2017	2/28/2018	180	\$405,000.00	2.00%	\$4,050.00	\$405,000.00	
78765DDA7	3/1/2019	9/1/2017	2/28/2018	180	\$415,000.00	2.00%	\$4,150.00		
78765ddb5	3/1/2020	9/1/2017	2/28/2018	180	\$425,000.00	3.00%	\$6,375.00		
78765DDC3	3/1/2021	9/1/2017	2/28/2018	180	\$435,000.00	2.00%	\$4,350.00		
78765DDD1	3/1/2022	9/1/2017	2/28/2018	180	\$445,000.00	2.125%	\$4,728.13		
78765DDE9	3/1/2023	9/1/2017	2/28/2018	180	\$455,000.00	2.375%	\$5,403.13		
78765DDF6	3/1/2024	9/1/2017	2/28/2018	180	\$165,000.00	2.50%	\$2,062.50		
					\$2,745,000.00		\$31,118.76	\$405,000.00	

Interest Due:	\$31,118.76
Principal Due:	+ \$405,000.00
Principal Deposit Due:	
Net Due:	\$436,118.76

PAYMENT SUMMARY

Total Interest Due: \$31,118.76
Total Principal Due: + \$405,000.00

TOTAL DUE 3/1/2018

\$436,118.76

Notes

WIRING INSTRUCTIONS	
US Bank must receive funds prior to 10:30 A.M. CST to ensure DTCC receives funds prior to their same day settlement deadline of 2:00 P.M. CST. Any payments received by DTCC after the 2:00 P.M. deadline will be allocated the next day.	
ABA:	091000022
BBK:	U.S. BANK NA
A/C:	180120521620
BNF:	U.S. Bank Trust N.A.
OBI:	STCHARLE2013

CHECK INSTRUCTIONS
If paying by check, please include a copy of this invoice and remit payment 5 business days prior to payment date.
U.S. BANK St. Paul CM-9705 P.O. BOX 70870 St Paul, MN 55170

U.S. BANK CONTACTS

TFM Analyst Long Vang
TFM Specialist Long Vang

Email: long.vang@usbank.com
Email: long.vang@usbank.com

Phone: 651-466-6111
Phone: 651-466-6111

DENVER - STCHARLE2013

ITEITEM F F

Week ending	1/6/2018	1/13/2018
# trips for week/dispatch call total	821	857
# Routine-transported trips for week	157	190
# Emergency trips for week - New 01/2017	450	455
# Estimated billable trips for week - New 01/2017	607	645
SCCAD Billing Dept Productivity:		
# trips pre-billed during week;excl non-billable	421	558
# trips/tspts coded during week	623	539
# trips tx and release = billable	6	5
# trips non-billable closed by coding during week	191	191
# of trips with charge/credit activity	2039	1487
Gross Charges posted during week	605,690	503,762
Contractual Allowances posted during week	(\$208,923)	(\$191,342)
Mdcd Enhanced Fees posted during week	0	0
Payments posted during week	(\$506,484)	(\$196,125)
Refunds posted during week	\$10,872	(\$21)
WriteOffs posted during week	(\$5,403)	(\$30,371)
Sent to Collection posted during week	(\$48,183)	(\$30,547)
Recovery of Bad Debt posted during week	\$17,611	\$2,038
Call Intake:		
# of Routine-Transported (Outcome)	157	190
# of Call Intake calls handled (initial inbound)	37	46
# trips req. follow-up (after hrs - no info recd)	9	0
# of trips information faxed after hours (est.)	111	144
Report Date (as of date)	1/7/2018	1/14/2018
Trip Date last pre-billed (per Marfcount)	12/25/2017	12/31/2017
Days Lag in Pre-billing	13	14
Trip Date last coded (per Marfcount)	12/24/2017	12/30/2017
Days Lag in Coding	14	15
Days Lag in Payment Posting	5	3
Aging by Schedule/Event (Aging Date)		
Current	\$2,915,959	\$2,885,029
31-60	424,310	497,315
61-90	198,487	181,890
91-120	39,773	39,087
121-150	25,598	32,322
151-180	10,187	10,636
180+	333,628	310,095
Balance	3,947,942	3,956,374

**ST. CHARLES COUNTY AMBULANCE DISTRICT
POLICY AND PROCEDURE MANUAL**

<u>CHAPTER 800</u>	Financial Division Policies & Procedures
<u>SECTION 04</u>	Patient Accounts
<u>TITLE</u>	WAIVED CHARGES AND ALLOWABLE WRITE-OFFS
<u>NUMBER</u>	804-1

DISTRIBUTION

Patient Accounts Personnel.

PURPOSE

To establish guidelines regarding waived charges and allowable write-offs to patient accounts of the District.

POLICY

1. The District shall make reasonable collection efforts for all balances for medically necessary transportation, determined to be due directly from the patient (or the patient's financially responsible party) with the exception of the following circumstances, in which case the cost sharing amounts of the patient's debt shall be waived as part of a District benefit program offered as a result of the individual's public service to the District. In all of the following circumstances, the patient shall be liable for the charges to the extent of any available insurance coverage. Further, all waivers will be disclosed to any and all insurance companies via notation on the submitted claim:
 - a. Active District Board members and/or their dependents.
 - b. Past District Board members who served at least one full term (3 years).
 - c. Current full-time or retired employees of the District and/or their dependents.
 - d. Current part-time employees of the District and/or their dependents.
 - e. Firefighters, law enforcement, or dispatchers transported while on duty. All training is considered on duty. The City of St. Charles has opted out of all of these provisions.
 - f. Active SWAT members, while engaged in SWAT training or while on duty.
 - i. District shall bill Worker's Compensation plan if incident is determined to be compensable (work related) and the Workers Compensation plan is not self-funded.
 - ii. If incident is denied by Workers Compensation or determined to be non-compensable, District shall bill patient's health insurance. Any cost sharing amounts not paid by the insurance plan, will be waived by District.
 - iii. SWAT try-outs are not considered on duty for applicants not currently part of the SWAT team.
 - g. Employees and/or their dependents of local fire district / municipal ambulance services with whom the District has a reciprocal professional courtesy agreement to waive cost sharing amounts.
2. The District shall make reasonable collection efforts for all balances determined to be due directly from the patient (or the patient's financially responsible party). After reasonable collection efforts have been made, accounts will be turned over to a third party collection agency with the exception of the following circumstances, in which case the cost sharing amounts or uninsured portion of the patient's debt shall be written off due to the patient's status and/or due to the effort and expense required to pursue the outstanding balance. :

	Adopted Rate 2017	Proposed Rate 2018	Rate Increase %	Rate Increase \$
RESIDENT RATES:				
BLS Non-Emergency	\$ 598.00	\$ 650.00	8.7%	\$ 52.00
BLS Emergency	\$ 869.00	\$ 945.00	8.7%	\$ 76.00
ALS1 Non-Emergency	\$ 598.00	\$ 650.00	8.7%	\$ 52.00
ALS1 Emergency	\$ 869.00	\$ 945.00	8.7%	\$ 76.00
ALS2	\$ 924.00	\$ 1,008.00	9.1%	\$ 84.00
SCT	\$ 924.00	\$ 1,008.00	9.1%	\$ 84.00
Mileage	\$ 15.00	\$ 15.00	0.0%	\$ -

NON-RESIDENT RATES:				
BLS Non-Emergency	\$ 750.00	\$ 813.00	8.4%	\$ 63.00
BLS Emergency	\$ 1,086.00	\$ 1,181.00	8.7%	\$ 95.00
ALS1 Non-Emergency	\$ 750.00	\$ 813.00	8.4%	\$ 63.00
ALS1 Emergency	\$ 1,086.00	\$ 1,181.00	8.7%	\$ 95.00
ALS2	\$ 1,157.00	\$ 1,260.00	8.9%	\$ 103.00
SCT	\$ 1,157.00	\$ 1,260.00	8.9%	\$ 103.00
Mileage	\$ 15.00	\$ 15.00	0.0%	\$ -

OTHER RATES:				
Treat & Release	\$ 100.00	\$ 650.00	0	\$ 550.00
Helicopter/Standby	\$ 200.00	\$ 200.00	0	\$ -

	Stated as %	Stated as \$
Resident Discount:		
BLS Non-Emergency	25%	\$ 163.00
BLS Emergency	25%	\$ 236.00
ALS1 Non-Emergency	25%	\$ 163.00
ALS1 Emergency	25%	\$ 236.00
ALS2	25%	\$ 252.00
SCT	25%	\$ 252.00
Mileage	0%	\$ -

**St. Charles County Ambulance District
Board of Directors**

**Resolution #18-01
Setting of 2018 Ambulance Fees**

WHEREAS, St. Charles County Ambulance District (the "DISTRICT") is authorized to "fix, charge and collect reasonable fees and compensation for the use of the ambulance service according to rules and regulations prescribed by the board from time to time" in accordance with Missouri Revised Statute 190.060.1(4); and

WHEREAS, upon review, it is hereby found and determined that it is necessary and in the interest of the District to increase the number of services for which the District itemizes charges in order to generate additional revenue to offset the cost of these services and support the cost of its operations; and

WHEREAS, the DISTRICT's 2018 Budget has been approved based on the proposed rates set forth in the schedule attached hereto.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF ST. CHARLES COUNTY AMBULANCE DISTRICT, that the proposed rates along with the currently adopted rates are reflected in the schedule attached hereto and incorporated herein, and that the said proposed rates and billed services shall and do hereby become effective on January 25, 2018.

Adopted this 25th day of January 2018.

Attest:

Mark Fenton, Chairperson

Raymond Bauer, Secretary

**ST. CHARLES COUNTY AMBULANCE DISTRICT
POLICY AND PROCEDURE MANUAL**

<u>CHAPTER 100</u>	Personnel Policies & Procedures
<u>SECTION 02</u>	Job Descriptions
<u>TITLE</u>	PARAMEDIC LEAD INSTRUCTOR (PART TIME)
<u>NUMBER</u>	102-47

DISTRIBUTION

All personnel.

PURPOSE

The part-time Paramedic Lead Instructor functions as the primary instructor for the District's paramedic education program.

DESCRIPTION

A part-time, 12-hour per week (primarily Tuesday and Thursdays) paramedic position designated by the District's CEO to serve as the primary instructor for the District's in-house Paramedic Education Program. The position reports directly to the Program Director (Director of Education). Duty hours may require some flexibility to suit the needs of the Paramedic Program. This position shall be non-disciplinary, but shall perform regular evaluations of students as assigned, and may make recommendations regarding performance based upon the results of such evaluations.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- A. *Teaching paramedic course and assisting in coordination of the didactic, lab, clinical and field education.*
 1. Providing leadership for course coordination.
 2. Supervising adjunct faculty/instructors for the program.
 - a. Collaborating with Training Assistant to assure adequate lab staffing.
 3. Assuming the role of lead instructor (phased in).
 4. Grading student assignments and entering grades into appropriate gradebook.
 5. Leading selected didactic sessions by lecturing, facilitating activities.
 6. Teaching lab stations.
 7. Assessing student performance.
 8. Visiting students at clinical sites.
 9. Coordinating lab equipment with Training Clerk.
 10. Communicating equipment purchase needs with Program Director.
 11. Monitoring student progress.
 12. Counseling and coaching students.
 13. Communicating progress and problems to Program Director in a timely manner.
 14. Collaborating with Clinical Instructor to manage student clinical needs and assess student progress.
 15. Other duties as assigned.

**ST. CHARLES COUNTY AMBULANCE DISTRICT
POLICY AND PROCEDURE MANUAL**

TITLE PARAMEDIC LEAD INSTRUCTOR (PART –TIME)
NUMBER 102-47

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Education and Experience:

- a. An internal candidate must be a current employee in good standing and not on probation.
- b. High School diploma or equivalent.
- c. Licensed Paramedic in the State of Missouri.
- d. Associate's Degree required. The Associate's degree must be awarded by an academic institution that is accredited by an institutional accrediting agency that is recognized by the U.S. Department of Education (USDE). Bachelor Degree preferred and becomes required if in the future the accreditation standards reflect this as an educational requirement for program accreditation.
- e. Four (4) years previous experience as a paramedic.
- f. Must meet State of Missouri Instructor qualifications:
 - i. Missouri-approved instructor course (Meeting USDOT EMS Instructor Curriculum).
- g. Must have instructor certification in either Advanced Cardiac Life Support (ACLS), PreHospital Trauma Life Support (PHTLS), or Pediatric Advanced Life Support (PALS). Will be required to achieve ACLS, PHTLS, PALS and AMLS instructor certifications.
- h. Experience as a laboratory or guest instructor required.

2. Certificates, Licenses, Registrations:

- a. Valid driver's license.
- b. Valid Missouri EMT-Paramedic license.
- c. Provider certifications in BLS, ACLS, PHTLS or BTLS, and PALS (consistent with District's paramedic training requirements).
- d. Instructor certifications in ACLS, PHTLS, AMLS and PALS preferred. Personnel accepting promotion who do not meet this qualification must acquire and maintain instructor certification in the above disciplines within 12 months of promotion.

**ST. CHARLES COUNTY AMBULANCE DISTRICT
POLICY AND PROCEDURE MANUAL**

TITLE PARAMEDIC LEAD INSTRUCTOR (PART –TIME)
NUMBER 102-47

QUALIFICATIONS (continued)

3. Skills

- a. **Mathematical Skills** – Ability to calculate figures and amounts such as proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.
- b. **Language and Interpersonal Communication Skills** – Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers and the general public.
- c. **Oral Communication Skills and Problem Solving Skills** – Speaks clearly and persuasively in positive or negative situations; listens and gets clarification; responds well to questions; demonstrates group presentation skills and participates in meetings. Identifies and resolves problems in a timely manner; gathers and analyzes information skillfully; develops alternative solutions; works well in group problem solving situations and uses reason even when dealing with emotional topics.
- d. **Reasoning Ability and Teamwork** – Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form. Able to build morale and group commitments to goals and objectives; supports everyone's efforts to succeed. Encourages and facilitates positive working relationships between all uniformed personnel.
- e. **Leadership and Professionalism** - Inspires and motivates others to perform well; accepts feedback from others; gives appropriate recognition to others and maintain a positive, self-motivated attitude as a team leader. Approaches others in a tactful manner; reacts well under pressure; treats others with respect and consideration regardless of their status or position; accepts responsibility for own actions and follows through on commitments.
- f. **Computer Skills** – Ability to operate windows-based applications.
- g. **Other Skills** – Ability to operate and drive ambulances and other emergency vehicles.

**ST. CHARLES COUNTY AMBULANCE DISTRICT
POLICY AND PROCEDURE MANUAL**

TITLE **PARAMEDIC LEAD INSTRUCTOR (PART-TIME)**
NUMBER 102-47

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms and stoop, kneel, crouch or crawl. This requirement includes, but is not limited to, an ability to occasionally perform the following: reaching above the shoulders and over 18"; reaching below the shoulders and to the floor; pushing with maximum force of 37.5 pounds and pulling with a maximum force of 33.5 pounds. The employee is occasionally required to climb or balance.

The employee must regularly lift and/or move up to 10 pounds. This requirement includes, but is not limited to; an ability to occasionally perform the following: lifting floor to knuckle of 90 pounds and 12" to knuckle of 98 pounds, carrying 70 pounds while ascending/descending six (6) stairs. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts and outside weather conditions; the employee is occasionally exposed to fumes or airborne particles; extreme cold; extreme heat; risk of electrical shock and vibration. The noise level in the work environment is occasionally loud.

Adopted by the Board of Directors: 01/11/2018

Memo

To: Taz Meyer
From: Craig Meckfessel, Facilities Manager
Date: 1/22/18
Re: 4141-4151 Mexico Rd Update

The purchase of this site is progressing as anticipated. The following are standout dates in the timeline as amended by the First Amendment to the Commercial Real Estate Sale Contract dated December 26, 2017.

- November, 2017 – Tenant in unit 4141 Mexico Rd. vacates (Complete)
- January 10, 2018 – Close Escrow (Complete)
- February 8, 2018 – Owner/Tenant to vacate unit # 4151 Mexico Rd.
- March 31, 2018 – Tenant to vacate unit 4143 Mexico Rd. per existing lease signed with previous building owner.

SCCAD Training Division and Transfer Division personnel toured the building Wednesday, January 17th. Their input as well as input from other SCCAD departments and SCCAD management will be evaluated and a plan for how the space can best be utilized will be developed. As the space becomes available utilities will be transferred to SCCAD and the business license and inspection process will begin with the City of St. Peters and all other entities having jurisdiction. Once the building is vacant any needed cosmetic repairs to the building's interior will be made. Also, IT needs will be evaluated and addressed. Timing of the various division moves to the new facility will be made once a decision on space usage is available.

Memo

To: Taz Meyer, Chief
From: Jim Fingerhut, Deputy Chief, Special Operations
Date: 1/22/2018
Re: Approval for Remodel of Safety Model Ambulance

Management is requesting the approval to move the safety ambulance remodel forward. The project has been reviewed and recommendations have been forwarded to Osage Industries. Design drawings and plans have been approved by the committee.

Osage was solicited for pricing of the project and returned a quote of \$13,420. The quote is in line with the scope of the project outlined by the committee.

As Osage was the manufacturer of the ambulance they were the only vendor considered for the re-model.

This is the first of three units budgeted for the re-model. It is the wish of the committee to proceed with the first to insure the goals and scope of the project are achieved before moving forward with the next two units.

Management is requesting approval to move forward with the re-model of the safety ambulance project with Emergency Services Sales (Osage) in the amount of \$13,420.

This project was budgeted at \$10,000 per unit.