

**ST. CHARLES COUNTY AMBULANCE DISTRICT
BOARD MEETING MINUTES
THURSDAY February 28^h 2019**

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENTS

IV. AWARDS AND ANNOUNCEMENTS

Welcome new Fulltime Employees; Jeff Eastman, Tyler McGaughey, Danielle Helderle, Scott Lindquist, Jonathon Mercer, Seth Winklejohn

V. CONSENT AGENDA

A. Agenda Approval

James Ottomeyer moved to approve the agenda for Thursday, February 28, 2019, Raymond Bauer seconded, the motion carried 6 to 0.

B. Meeting Minute Approval

James Ottomeyer moved to approve the Board Minutes from Thursday, February 7th, 2019, Raymond Bauer seconded, the motion carried 6 to 0

C. Approval of Platoon Chief Job Description - #102-52

James Ottomeyer moved to approve #102-52 Platoon Chief Job Description as presented, Raymond Bauer seconded, the motion carried 6 to 0.

D. Approval of Operations Administrative Captain Job Description - #102-53

James Ottomeyer moved to approve #102-53 Operation Administrative Captain Job Description as presented, Raymond Bauer seconded, the motion carried 6 to 0.

VI. STAFF REPORTS

A. January 2019 Financial Report

Rick Rognan presented the January Financial Report.

VII. OLD BUSINESS

A. 2019-2020 Property, Liability & Auto Insurance Renewal

Upon completion of a full market review, Steve Ruff from Crane Insurance recommended the District renew their current insurance program with ESIP. ESIP offered rates for the 60 day extension based off 2018 rates and a 5% rate increase for 3/1/2019 through 12/21/2019 which is \$271,832. for the next 10 months, plus \$500 or less for the year to add a waiver of subrogation related to Mobile Integrated Health. James Ottomeyer made the motion to renew the District's 2019-2020 Property, Liability and Auto Insurance Renewal with ESIP in the amount of \$271,832. for the period of 3/1/2019-12/21/2019, plus \$500 or less for the year to add a waiver of subrogation related to Mobile Integrated Health.. Ronald Reguly seconded, the motion carried 6 to 0.

B. Base 17 Easement

Management requested Board approval to grant the easements and Right of Way Dedication to the City of Wentzville. Ronald Reguly made the motion to grant the easements and Right of

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Way Dedication to the City of Wentzville as presented, Teresa Reynolds seconded, the motion carried 6 to 0.

C. Salt River Campus Due Diligence Update

Management provided the Board an update regarding the due diligence phase of the SCCAD Campus land purchase. The due diligence phase is slightly behind schedule due to weather delays.

VIII. NEW BUSINESS

A. Approval to Pay US Bank Debt Service Invoice

Ronald Reguly the motion to pay the US Bank Debt Service invoice #1341528 in the amount of \$442,068.76. James Ottomeyer seconded, the motion carried 6 to 0.

B. Election Cost Estimate

Teresa Reynolds made the motion to approve payment to St. Charles County Election Authority invoice in the in the amount of \$47,856.68 for the April 2, 2019 Election, Ronald Reguly seconded, the motion carried 6 to 0.

C. Approval to Purchase Ballistic Vests

Teresa Reynolds made the motion to approve requisition #11256 to purchase 20 Ballistic Vests from Propper International for the District's new hire employees in the amount of \$12,580.00; Propper was previously chosen by the District to provide all such equipment through the RFP process. James Ottomeyer seconded, the motion carried 6 to 0.

D. Approval to Purchase Uniforms

James Coke made the motion to approve requisition #11228 to purchase uniforms for the new fulltime Paramedics from St. Louis Embroidery (DBA Lajco, Inc.) in the amount of \$10,385.45; St. Louis Embroidery is a single source provider previously chosen by the District to provide all such equipment through the RFP process. James Ottomeyer seconded, the motion carried 6 to 0.

E. Approval to Purchase iSimulate Ecosystem Package

Teresa Reynolds made the motion to approve quote #5308 from iSimulate USA to purchase training equipment in the amount of \$12,480.00; iSimulate is a single source provider, based upon the innovative design, broad range of capabilities and ease of operation of the simulator, proven to provide efficient training which facilitates clinical best practice. Ronald Reguly seconded, the motion carried 6 to 0.

F. Approval to Purchase 3 ReVel Ventilators

Teresa Reynolds made the motion to approve quote #2019-66992 from Care Fusion to purchase 3 ReVel Ventilators in the amount of \$43,856.25; Care Fusion is a single source provider previously chosen by the District to provide all such equipment through the RFPs process in order to have consistency of operation, more efficient training and a reduction to the risk of human error in the field, all of which demonstrates clinical best practice. James Cooke seconded, the motion carried 6 to 0.

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IX. ADJOURNMENT – PUBLIC PORTION

Teresa Reynolds moved to adjourn the Board Meeting, Raymond Bauer seconded, the motion carried 6 to 0.

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 February 28, 2019 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), Personnel Sec. 610.021(3) RSMo(1986)

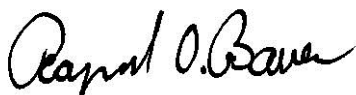
III ADJOURNMENT - PUBLIC PORTION

*Next Regular Board Meeting
March 14th, 2019*



Mark Fenton, Chair

Submitted by Tammy Dixon



Raymond Bauer, Secretary/Treasurer