

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 March 14, 2019 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 PUBLIC COMMENTS
- IV AWARDS & ANNOUNCEMENTS
- V CONSENT AGENDA
 - A. March 14th Agenda Approval
 - B. February 28th Approval of Meeting Minutes
- VI STAFF REPORTS
- VII OLD BUSINESS
 - A. Osage Ambulance Change Order
- VIII NEW BUSINESS
 - A. Missouri Department of Social Services Invoice
 - B. EMS Technology Solutions Invoice
- IX ADJOURNMENT

Raymond Bauer
Secretary of the Board of Directors

Date/Time Posted: 3.13.2019 @ 12 noon

By:



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 March 14, 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

Raymond Bauer
Secretary of the Board of Directors

Date/Time Posted: 3.13.2019 @ 12 noon

By: 

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

ITEM B

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

**ST. CHARLES COUNTY AMBULANCE DISTRICT
BOARD MEETING MINUTES
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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 Proper International for the District's new hire employees in the amount of \$12,580.00; Proper 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.

**ST. CHARLES COUNTY AMBULANCE DISTRICT
BOARD MEETING MINUTES
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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.

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III ADJOURNMENT - PUBLIC PORTION

*Next Regular Board Meeting
March 14th, 2019*

Mark Fenton, Chair

Submitted by Tammy Dixon

Raymond Bauer, Secretary/Treasurer

Memo

To: Taz Meyer, Chief; Kelly Cope, Assistant Chief
From: Jeremy Hollrah, Deputy Chief
Date: 3/11/2019
Re: Osage Ambulance Change Order – Automatic Tire Chain

As the District works to maintain a high level of service to our citizens we continue to look for ways to improve our ability to provide service. In recent months, it has become evident that our response capabilities severely decrease during times of ice and snow. The addition of automatic tire chains will improve our abilities to respond in these types of conditions allowing for better traction on the roads.

The addition of the tire chain system to each of the 4 previously approved ambulances will be \$3,175.00 per ambulance for a total increase of \$12,700.00. The new total purchase price will be \$856,860.00.

This additional expense will remain within the 2019 F-450 4x4 Ambulance – Type I budget line.

Management is requesting the approval to apply the change to Purchase Order 30760 for the purchase of four 2019 Ford F-450 4x4's from Emergency Services Supply for a total amount of \$856,860.00 exercising the prior board authority granted to purchase vehicles from Emergency Services Supply based on the 2017 RFP #1045.

Budget Line: 10-9020 – F450 4x4 Ambulance – Type 1

2019 - Remaining Budget - \$859,840.00

2019 – Remaining Budget after purchase - \$2,980.00



EMERGENCY SERVICES SUPPLY

2637 Drew Perry Road
Jefferson City, MO 65109

DATE: March 5th, 2019
TO: St. Charles County Ambulance District
Jeremy Hollrah
FROM: Chris Marshall
REFERENCE: UPDATED PRICE ADDENDUM

1 Four (4) 2019 Ford F-450's 4x4 193" WB with **\$214,215.00** ea unit
Osage Custom Superwarrior Conversions

-*Includes addition of OnSpot Chain Systems

5565 / J2721 1FDUF4HT7KEC46616
5559 / J2722 1FDUF4HT2KDA04242
5588 / J2723 1FDUF4HT9KED02586
5601 / J2724 1FDUF4HT1KDA10968

TOTAL PRICE FOR FOUR(4) UNITS: \$856,860.00

Sincerely,

Chris Marshall

Chris Marshall
Emergency Services Supply, Osage Dealer

 *Missouri Department of*
SOCIAL SERVICES
Your Potential. Our Support.

MICHAEL L. PARSON, GOVERNOR • STEVE CORSI, Psy.D., DIRECTOR

TODD RICHARDSON, DIRECTOR
MO HEALTHNET DIVISION
P.O. BOX 6500 • JEFFERSON CITY, MO 65102-6500
WWW.DSS.MO.GOV • 573-751-3425

3/1/2019

St. Charles County Ambulance District
4169 Old Mill Parkway
St. Peters, MO 63376
NPI 1396790218

Dear Ambulance Provider:

This letter is to notify you of the intergovernmental transfer (IGT) requirements related to participation in the Ground Emergency Medical Transportation (GEMT) supplemental reimbursement program. Pursuant to section 208.1030 RSMo and 208.1032 RSMo the nonfederal share of the supplemental reimbursement submitted for purposes of claiming federal financial participation shall be paid with funds from the GEMT participating providers. In addition, as a condition of participation in the GEMT program the participating provider agrees to reimburse the department of social services for a 20 percent administrative fee.

Please transfer (IGT) the nonfederal share and the administrative fee:

Nonfederal share Transfer Amount:	\$468,668.80
Administrative Fee Transfer Amount:	\$ <u>93,733.76</u>
Total of IGT	\$562,402.56

Due by: 2:00 PM April 30, 2019

Electronic fund transfer information for GEMT IGT:

Financial Institution Name:	Office of the Missouri State Treasurer
ABA/Routing Number:	086507174
Payee's Name: Account Name:	Social Services – Budget and Finance
Account Number:	8860105
Reference Information:	GEMT

After the IGT payment is received and federal financial participation has been claimed St. Charles County Ambulance District will be reimbursed \$1,311,941.37 on the May 3, 2019 check date.

Interpretive services are available by calling the Participant Services Unit at 1-800-392-2161.
Prevodilačke usluge su dostupne pozivom odjela koji učestvuje u ovom servisu na broj 1-800-392-2161.
Servicios Intreprative están disponibles llamando a la unidad de servicios de los participantes al 1-800-392-2161.

AUXILIARY AIDS AND SERVICES ARE AVAILABLE UPON REQUEST TO INDIVIDUALS WITH DISABILITIES

TDD / TTY: 800-735-2966

RELAY MISSOURI: 711

Missouri Department of Social Services is an Equal Opportunity Employer Program.

For Missouri Department of Social Services: The IGT amount should be deposited and coded as follows:

Fund: 0422
Appropriation: 3077

If you have any questions regarding this request, please contact Karen Pendleton at (573) 751-6963.

Sincerely,



Nanci Nikodym
Assistant Deputy Director - Clinical Services

cc: Tony Brite - MHD
Ginger Thompson - DFAS
Lisa Schnieders - DFAS
Karen Pendleton - MHD

EMS Technology Solutions LLC
 3771 TRAMORE POINTE PKWY
 AUSTELL, GA 30106
 877-217-3707

INVOICE



Invoice #	22730
Invoice Date	11/20/18
Amount Due:	\$38,906.00

ST. CHARLES COUNTY AMBULANCE
 DISTRICT
 ST CHARLES COUNTY AMBULANCE
 DISTRICT
 ATTN: ACCOUNTS PAYABLE
 4169 OLD MILL PARKWAY
 ST. PETERS, MO 63376

ST. CHARLES COUNTY AMBULANCE
 DISTRICT
 ATTN: JEREMEY HOLLRAH
 1987 LOHMAR LANE
 COTTLEVILLE, MO 63376

Due Date	Terms
01/04/19	NET 45

Item	Description	Quantity	Price	Amount
IQ10018	ANNUAL INVENTORY & ASSET MANAGEMENT LICENSE	51	\$288.00	\$14,688.00
IQ10002	ANNUAL FLEET MANAGEMENT LICENSE	109	\$72.00	\$7,848.00
IQ10092	ANNUAL NARCOTICS TRACKING LICENSE (SINGLE SAFE)	1	\$3,000.00	\$3,000.00
IQ10233	ANNUAL SERVICE DESK LICENSE	1	\$1,200.00	\$1,200.00
IQ10183	ANNUAL SANDBOX MAINTENANCE	1	\$1,800.00	\$1,800.00
IQ10310	ASSISTED IMPLEMENTATION AND 5 DAY ONSITE TRAINING	1	\$9,800.00	\$9,800.00
IQ10087	ZEBRA BARCODE LABEL PRINTER (USB)	1	\$475.00	\$475.00
IQ10064	ZEBRA BARCODE 3X1 LABEL KIT (2,100 LABELS)	1	\$35.00	\$35.00
IQ10143	NARCOTICS BARCODE (YELLOW) 4X1 FLAG LABEL KIT (2,102 LABELS)	1	\$60.00	\$60.00

Subtotal:	\$38,906.00
Sales Tax:	\$0.00
Total:	\$38,906.00
Payments:	\$0.00
Amount Due:	\$38,906.00

Updated Purchase Orders can be sent to accounting@operativeiq.com.

Call us at 877-217-3707 ext 111 for questions regarding this invoice.

Automatically pay invoices by ACH or Credit Card by setting up a Bill.com account.

To pay online, go to <https://app.bill.com/p/operativeiq>