

**ST. CHARLES COUNTY AMBULANCE DISTRICT
BOARD MEETING MINUTES
THURSDAY March 22, 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, Raymond Bauer, James Cooke, Teresa Reynolds and Ronald Reguly.

II. PLEDGE OF ALLEGIANCE

III. AGENDA APPROVAL

Ronald Reguly moved to approve the agenda as amended for Thursday, March 22, 2018. Teresa Reynolds, the motion carried 6 to 0.

IV. APPROVAL OF MINUTES

Raymond Bauer moved to approve the Board minutes from Thursday, March 8th, 2018. James Cooke seconded, the motion carried 6 to 0.

V. PUBLIC COMMENTS

VI. AWARDS & ANNOUNCEMENTS

VII. STAFF REPORTS

A. Financial Report

Management presented the Cash Disbursement Report for the period of February 2018 in the amount of \$2,336,139.29 from General Checking. James Ottomeyer moved to approve Cash Disbursements for February 2018 in the amount of \$2,336,139.29 from General Checking, Ronald Reguly seconded, the motion carried 6 to 0.

Management presented the January Cash Basis Revenue Expense Report.

Rick Rognan from Rognan & Associates distributed a proposed sample financial report and asked for feedback from the Board by mid-May. Initially, The Board would like the financial report included with the Board Packet.

B. EMS Activity Report

During the month of January 2018 there were 2,013 emergency calls, 765 non-emergencies and 411 non-transports. Total calls for January 2018 is 3,747. This is an increase of 11.5% from January 2017 and an increase of 11.5% year-to-date.

VIII. OLD BUSINESS

A. Approval to Purchase Zoll Package

Management presented the Board information at the March 8th Work Session and asked for Board approval to purchase 6 cardiac monitor pacer/defibrillators, and 1 AED from Zoll Medical in the total amount of \$208,286.81. The items quoted are with all the accessories necessary to have a functional unit, street ready. This is an increase over the budgeted amount of \$52,286.81. Teresa Reynolds made a motion to purchase the equipment from Zoll Medical for a total amount of \$208,286.81, recognizing the Zoll Medical has been previously chosen by the District to provide all such equipment in order to have consistency of operation, more efficient training and reducing the risk of human error in the field, all of which demonstrates clinical best practice, Ronald Reguly seconded, the motion carried 5 to 0, Mark Fenton abstained.

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B. Approval to Purchase McGrath and Video Laryngoscope

Management presented the Board information at the March 8th Work Session regarding the purchase of 15 Grath video laryngoscopes from exclusive vendor Physio Control in the amount of \$37,690.70. Teresa Reynolds made a motion to purchase the 15 MacGrath video laryngoscopes from Physio-Control for a total amount of \$37,690.70, recognizing that Physio-Control has been previously chosen by the District to provide all such equipment in order to have consistency of operation, more efficient training and reducing the risk of human error in the field, all of which demonstrates clinical best practice, James Cooke seconded, the motion carried 6 to 0.

C. 4141-4151 Mexico Road Update

The lease of unit 4143 expires March 31, 2018. The remainder of the building is vacant. Units 4141 and 4151 have been cleared, painted and the carpets have been cleaned. Craig Meckfessel is working with the IT department to research and implement the best option for connecting the building with SCCAD servers. Internet service was installed this week, Craig is working with IT on the best option to connect to network.

D. HRIS Update

Herbie Morrow provided the Board an update regarding the HRIS project and the delay in rollout. There are formatting and function issues currently being worked through. The new rollout date is July 1.

IX. NEW BUSINESS

A. Pulse Points Bid Summary

Management presented a memo and bid summary results regarding the printing, addressing and mailing of the quarterly Pulse Points. The lowest bidder was Stolze Printing Company at \$11,903. per issue. James Ottomeyer made the motion to approve Stolze Printing Company in the amount of \$11,903. per issue for the District's Pulse Points, Raymond Bauer seconded, the motion carried 6 to 0.

B. Change Order Base 5

Collette Koscielski from Navigate Building Solutions presented the Board with a memo and estimates regarding water main work that must be completed at Base 5. Management would like to recommend approval for the Lamb Construction change order in reference to the water main work at base 5 in the amount of \$15,176.26. Teresa Reynolds made the motion to follow the District Counsel recommendation as far as who is financially responsible for the work, Ronald Reguly seconded, the motion carried 4 to 0.

C. Tod Lindbeck Separation Agreement

Ronald Reguly made the motion to enter into the separation agreement with Tod Lindbeck as presented, James Ottomeyer seconded, the motion carried 6 to 0.

D. Finance Director Position

James Ottomeyer made the motion to hire Cindy Patton as Finance Director effective March 12, 2018, Ronald Reguly seconded, the motion carried 6 to 0.

E. MIH Initiatives

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Dave Lewis discussed BJC initiative, UHC negotiations, BHR (Behavior Health Resource) opportunity and overdose referral program.

X. ADJOURNMENT – PUBLIC PORTION

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

**ST. CHARLES COUNTY AMBULANCE DISTRICT
SECOND BOARD MEETING/CLOSED MEETING
THURSDAY March 22, 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 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). Raymond Bauer seconded; roll call vote was taken. Mark Fenton- yea, James Cooke-yea, Teresa Reynolds-yea, Raymond Bauer-yea, James Ottomeyer-yea and Ronald Reguly-yea, the motion carried 6 to 0.

III. ADJOURNMENT – PUBLIC PORTION

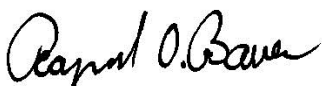
Teresa Reynolds moved to adjourn the Board Meeting. Raymond Bauer seconded, the motion carried 6 to 0.

*Next Regular Board Meeting
April 12th, 2018*



Mark Fenton, Chair

Submitted by Tammy Dixon



Raymond Bauer, Secretary/Treasurer