

**ST. CHARLES COUNTY AMBULANCE DISTRICT
BOARD MEETING MINUTES
THURSDAY April 25 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 Cooke, Teresa Reynolds.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENTS

IV. AWARDS AND ANNOUNCEMENTS

The Board welcomed new fulltime employees; Colleen Kustera, Taylor Bookout and Brianna Gabbard and Karla Dylewski

V. CONSENT AGENDA

A. Agenda Approval

Teresa Reynolds moved to approve the agenda for Thursday, April 25, 2019, Raymond Bauer seconded, motion carried 4 to 0.

B. Meeting Minute Approval

Teresa Reynolds moved to approve the Board Minutes from Thursday, April 11th, 2019, Raymond Bauer seconded, motion carried 4 to 0.

C. Document Management Policy #201-04

Teresa Reynolds moved to approve the Document Management Policy #201-04, Raymond Bauer seconded, motion carried 4 to 0.

D. Purchasing Policies; #801-1 Bidding, #801-3 Purchasing, #801-4 Expense Report, #802-1 Petty Cash

Teresa Reynolds moved to approve the Purchasing Policy 801-1, 801-3, 801-4 and 802-1, Raymond Bauer seconded, motion carried 4 to 0.

VI. STAFF REPORTS

A. March 2019 Financial Report

March Financial Report was included in the Board Packet.

VII. OLD BUSINESS

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VIII. NEW BUSINESS

A. Election of Officers

The Chair (Mark Fenton) called for nominations of Chair

Raymond Bauer nominated Mark Fenton for Chair, Teresa Reynolds seconded, motion carried 3 to 0

The Chair (Mark Fenton) called for nominations of Vice Chair

Mark Fenton nominated Teresa Reynolds for Vice Chair, Raymond Bauer seconded, the motion carried 3 to 0.

The Chair (Mark Fenton) called for nominations of Secretary/Treasurer

Mark Fenton nominated Raymond Bauer for Secretary/Treasurer, Teresa Reynolds seconded, the motion carried 3 to 0.

B. Approval to Purchase EMS Extrication Gear

Raymond Bauer made the motion to approve the purchase of one set of EMS Gear for each full time and volunteer uniformed personnel of the District from Leo M. Ellebrecht in the total amount of \$1,612.20 per set and in addition, 20 helmets at \$213.25 each for the part time division, for a total of \$246,095.00 for the initial purchase; and to approve a 3 year purchasing agreement with no greater than a 4% yearly increase, noting that this Company's quote was the only one received by the District which met the full and complete specifications of the District, this vendor provides quality equipment which integrates well with our current operating system and has a proven record of dependability and demonstrated high level of customer service to the District. James Cooke seconded, the motion carried 4 to 0.

C. Approval to Purchase Medical Specialist Turnout Gear

Teresa Reynolds made the motion to approve the purchase of one set of Structural Turnout Gear for each Urban Search and Rescue Medical Specialist from Leo M. Ellebrecht Company for the amount of \$2762.95 per set and an initial purchase in the amount of \$49,773.10 and to approve a 3 year purchasing agreement with no greater than a 4% yearly increase, noting that this Company's quote was the only one received by the District which met the full and complete specifications of the District, this vendor provides quality equipment which integrates well with our current operating system and has a proven record of dependability and demonstrated high level of customer service to the District. James Cooke seconded, the motion carried 4 to 0.

IX. ADJOURNMENT – PUBLIC PORTION

Teresa Reynolds moved to adjourn the Board Meeting, Raymond Bauer seconded, the motion carried 4 to 0.

NO CLOSED SESSION BOARD MEETING FOR THURSDAY, APRIL 25, 2019.

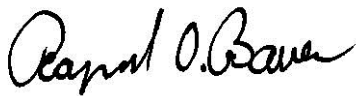
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*Next Regular Board Meeting
May 9th, 2019*



Mark Fenton, Chair

Submitted by Tammy Dixon



Raymond Bauer, Secretary/Treasurer