

**ST. CHARLES COUNTY AMBULANCE DISTRICT
BOARD MEETING MINUTES
THURSDAY, JULY 23rd, 2020**

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, Abigail Drezek (via video), Ronald Reguly, James Cooke and Teresa Reynolds.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENTS

IV. AWARDS AND ANNOUNCEMENTS

Two Senior Paramedics will retire next week.

V. CONSENT AGENDA

A. Agenda Approval

Raymond Bauer moved to approve the Board Agenda for Thursday, July 23rd, 2020 Ronald Reguly seconded, the motion carried 6 to 0.

B. Meeting Minute Approval

Raymond Bauer moved to approve the Board Meeting Minutes from Thursday, July 9th, 2020 Ronald Reguly seconded, the motion carried 6 to 0.

C. Administration Assistant II Job Description #102-20b (presented 7/9)

Raymond Bauer made the motion to approve the Administration Assistant II Job Description #102-20b, Ronald Reguly seconded, the motion carried 6 to 0.

D. QA/QI Coordinator Job Description #102-54 (presented 7/9)

Raymond Bauer made the motion to approve the QA/QI Coordinator Job Description #102-54, Ronald Reguly seconded, the motion carried 6 to 0.

E. Initial Uniform Issue Policy #107-03 (presented 7/9)

Ronald Reguly made the motion to approve the Initial Uniform Issue Policy #107-54, Ronald Reguly seconded, the motion carried 6 to 0.

F. HR/Finance System Recommendation (presented 7/9)

Raymond Bauer made the motion to purchase Sage Intacct for \$92,000 and UltiPro for \$147,252; although not the lowest bids, these systems are recommended by Management, and have enhanced functionality, strong ability to generate relevant reports, a broad range of relevant features, and the capacity to add other services as the District continues to grow. The total for both systems is \$239,252 which is \$180,748 under budget, Ronald Reguly seconded, the motion carried 6 to 0.

VI. STAFF REPORTS

Rick Rognan presented the June Financial Report.

VII. OLD BUSINESS

VIII. NEW BUSINESS

A. Hochschild Bloom & Company Audit Findings

Michelle Barefield from HBC presented the 2019 District Audit to the Board of Directors. No Board action

B. Recommended Change Order COR-012

Navigate Building Solutions recommended Change Order COR-012 which includes upgrading a portion of the heavy duty 8” concrete paving behind the building where large vehicle traffic will be concentrated. The cost of upgrade in above mentioned Change order is \$54,605.

Raymond Bauer made the motion to approve Change Order COR-012 which includes upgrading a portion of the heavy duty 8” concrete paving behind the building where large vehicle traffic will be concentrated. The cost of upgrade in above mentioned Change order is \$54,605, Teresa Reynolds seconded, the motion carried 6 to 0.

ADJOURNMENT – PUBLIC PORTION

Teresa Reynolds moved to adjourn the Board Meeting, Ronald Reguly seconded, the motion carried 6 to 0.

**ST. CHARLES COUNTY AMBULANCE DISTRICT
SECOND BOARD MEETING MINUTES
THURSDAY JULY 23, 2020**

I. CALL TO ORDER – PUBLIC PORTION

Mark Fenton called to order the Public Portion. In attendance were Mark Fenton, Teresa Reynolds, Abigail Drezek (via video), James Cooke, Ronald Reguly and Raymond Bauer.

II. MOTION TO CLOSE MEETING – PUBLIC PORTION

Mark Fenton made the motion to suspend public portion of the Meeting into Closed Session pursuant to: Attorney Client Sec.610.021 (1)RSMo (1986), Real Estate Section 610.021(2), Personnel Section 610.021(1), Raymond Bauer seconded; roll call vote was taken. Raymond Bauer-yea, Mark Fenton-yea, Abigail Drezek-yea, James Cooke-yea, Teresa Reynolds-yea and Ronald Reguly-yea, the motion carried 6 to 0.

III. ADJOURNMENT - PUBLIC PORTION

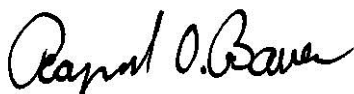
Teresa Reynolds moved to adjourn the Board Meeting. Raymond Bauer seconded, the motion carried 6 to 0

*Next Regular Board Meeting
August 13th, 2020*



Mark Fenton, Chair

Submitted by Tammy Dixon



Raymond Bauer, Secretary/Treasurer