



Pettis County Ambulance District

Regular Meeting Minutes

Meeting Type: Regular Meeting
Location: 400 S. Kentucky
Sedalia, MO 65301
Date: 06-27-2023
Time: 1800

- I. **Call to Order:** Meeting was called to order by Chair-Nick Gerke at 1800.
Roll Call- Board Members Present: Mike Brown- Vice Chair, Steve Davis – Treasurer, Nick Gerke-Chair, Kim Graves, John Nail- Secretary, Kevin Walker. PCAD Staff Present- EMS Chief Eric Dirck, EMS Assistant Chief – Roy Pennington, CFO – Jamie Luebbering, Katie Patrick – Administrative Assistant, Ryan Newsom- IT.

Non PCAD Present: Pat Thompson – Auditor, Rhonda Scott – Windsor Ambulance District, Nancy Erdmann – Windsor Ambulance District.
 - a. **Pledge of Allegiance / Moment of Silence**
 - b. **Motion to approve the agenda:** Motion by John Nail to approve the agenda moving item E. Windsor Ambulance District under Unfinished Business to item A and adding item F *Billing Export*. Motion carried 6-0.
 - c. **Confirm the previous meeting minutes:** The previous meeting minutes stand approved as presented.
- II. **Announce Visitors:** Nick Gerke announced Rhonda Scott and Nancy Erdmann.
- III. **Public Comment:** None.
 - a. **Audit Presentation:** Pat Thompson with Hood & Associates presented the 2022 Audit Report. Motion by Kim Graves to approve the 2022 Audit Report. Motion carried 6-0.
- IV. **Reports of Officers:**
 - a. **CFO Report – Vote to Receive:** Motion by John Nail to receive the CFO report. Motion carried 6-0.
 - b. **Approve Payment of Outstanding Bills:** Motion by John Nail to approve the payment of the outstanding bills in the amount of \$48,137.03. Motion carried 6-0.
- V. **Unfinished Business:**
 - a. **Windsor Ambulance District:** Discussion only.
 - b. **6/30/21 Revised GEMT:** CFO Jamie Luebbering presented the revised 6/30/21 GEMT.
 - c. **Credit Card Limit Increase:** Motion by Kim Graves to increase EMS Chief Eric Dirck and EMS Assistant Chief Roy Pennington's credit card limits to \$5,000.00 monthly, not to exceed \$2,500.00 for a single purchase. Motion carried 6-0.
 - d. **DPS Safety Grant – Mule:** Motion by Steve Davis to purchase the Mule Pro FX in Jefferson City for \$24,592.00 and the trailer for \$3,500.00. Motion carried 6-0.
 - e. **Records Request Fees:** Motion by Steve Davis to bill record request fees, excluding patient requests, as laid out by State law. Motion carried 6-0.
 - f. **Billing Export:** Motion by John Nail to approve the Image Trend data export for \$3,500.00. Motion carried 6-0.
- VI. **New Business:** None.
- VII. **Closed Meeting pursuant to RSMo 610.021, Sections;**
Motion by Kim Graves to enter a closed session pursuant to RSMo. 610.021, Section
(2) Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor.

Roll Call Vote: Brown-Y, Davis-Y, Gerke-Y, Graves-Y, Nail-Y, Walker-Y. Motion carried 6-0. Meeting moved to a closed session at 1910 hours.

Open session resumed at 1954 hours.
- VIII. **Announcements:** EMS Chief Eric Dirck announced Work Force Solutions and the Sedalia Job Center would be hosting the Grow Your Future Event at the Moose Lodge June 28, 2023, from 12:00 P.M. to 4:30 P.M.
- IX. **Adjournment:** Motion by John Nail to adjourn the meeting, motion carried 6-0. Meeting was adjourned at 1954 hours.

The next regular meeting is scheduled for July 11, 2023, at 1800. This meeting will be held at the PCAD Educational Building, 400 S. Kentucky St. Sedalia Mo. 65301.

X

Nick Gerke

Chairman

Submitted by Katie Patrick- Administrative Assistant/ Board Rapporteur