



Pettis County Ambulance District

Regular Meeting Minutes

Meeting Type: Regular Meeting
Location: 400 S. Kentucky
Sedalia, MO 65301
Date: 03-08-2022
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, Adam Cox, Nick Gerke-Chair, John Nail- Secretary, John Fritz-Treasurer. PCAD Staff Present- Assistant EMS Chief- Roy Pennington, CFO Jamie Luebbering, Katie Patrick- Administrative Assistant, Ryan Newsom- IT, Battalion Chief- Eric Meyers, Paramedic- Dalton Sidebottom, EMT- Adam Allee.

Non-PCAD Present: Faith Bemiss - Sedalia Democrat, Brendan Hurley with Assured Partners.
 - a. **Motion to approve the agenda:** Motion by John Nail to approve the previous meeting's minutes. Motion carried 5-0.
 - b. **Confirm the previous meeting minutes:** The previous meeting minutes stand approved as presented.
- II. **Announce Visitors:**
Nick Gerke announces Faith Bemiss with Sedalia Democrat, EMS Assistant Chief Roy Pennington. Assistant Chief Roy Pennington introduced Paramedic Dalton Sidebottom and EMT Adam Allee.
 - a. **Community Service Award:** Assistant Chief Roy Pennington presented the Community Service Award to Paramedic Dalton Sidebottom and EMT Adam Allee for the lifesaving measures taken to save a family's dog.
- III. **Public Comment:** None.
- IV. **Reports of Officers:**
 - a. **CFO Report:** CFO Jamie Luebbering presented her report.
 - b. **Approve Payment of Outstanding Bills:** Motion by John Fritz to approve the payment of the outstanding bills in the amount of \$143,103.35. Motion carried 5-0.
- V. **Unfinished Business:**
 - a. **Work Comp Presentations:** Brendan Hurley with Assured Partners presented the Workman's Compensation bid. This item is tabled for the next meeting for CFO Jamie Luebbering to review.
 - b. **Gov Deals:** Administrative Assistant Katie Patrick informed the board the mobile and portable radios listed last month on GovDeals, closed with no bids. Motion by John Nail to re-list the portable and mobile radios for thirty days with the same reserve price of \$4,200.00 each, starting the opening bid at \$200.00. Motion carried 5-0.
 - c. **Employee Handbook Updates:** CFO Luebbering informed the board that PCAD needed to update the Workers Compensation Benefits Policy, add a FMLA (Family and Medical Leave Act) policy, and revise the Leave of Absence policy. Motion by John Nail to approve of the employee handbook updates, with a correction to the FMLA policy, removing the requirement of using all vacation time before becoming eligible for unpaid leave. Motion carried 5-0.
- VI. **New Business:** None.
- VII. **Announcements:** Faith Bemiss with the Sedalia Democrat announced the paper would no longer be printed in Sedalia as of Friday March 11, 2022. The Sedalia Democrat papers will be printed in Springfield, and the Sedalia Democrat will be moving to the old water department building in Sedalia on May 1, 2022.
- VIII. **Adjournment:** Motion by John Nail to adjourn the meeting, motion carried 5-0. Meeting was adjourned at 1824.

The next regular meeting is scheduled for March 22, 2022, at 1800. This meeting will be held at the PCAD Educational Building, 400 S. Kentucky St. Sedalia Mo. 65301.

X

John Nail
Secretary

Submitted by Katie Patrick- Administrative Assistant/ Board Custodian of Records