



Pettis County Ambulance District

Regular Meeting Minutes

Meeting Type: Regular Meeting
Location: 400 S. Kentucky
Sedalia, MO 65301
Date: 2-13-2024
Time: 1800

- I. **Call to Order:** Meeting was called to order by Chair-Nick Gerke at 1800.
 - a. **Roll Call-** Board Members Present: Mike Brown – Vice Chair, Steve Davis – Treasurer, Nick Gerke-Chair, Kim Graves, John Nail – Secretary. PCAD Staff Present- EMS Chief Roy Pennington, Assistant Chief Florian Hammer, CFO Jamie Luebbering, Administrative Assistant Katie Patrick, Ryan Newsom – IT.
Absent: Kevin Walker.
 - b. **Pledge of Allegiance / Moment of Silence**
 - c. **Motion to approve the agenda:** Motion by John Nail to approve the agenda. Motion carried 5-0.
 - d. **Confirm the previous meeting minutes:** The previous meeting minutes stand approved as presented.
- II. **Announce Visitors:** None.
- III. **Public Comment:** None.
- IV. **Reports of Officers:**
 - a. **EMS Chief Report:** EMS Chief Roy Pennington presented his report and informed the board that one of the new ambulances requires a new motor, and that he has reached out to Ford to inquire if any other Districts are having the same issue with the new Ford motors. Motion by Mike Brown to replace the motor and proceed in seeking relief from Ford for the new motor. Motion carried 5-0.
 - b. **CFO Report:** CFO Jamie Luebbering informed the board that a Zoll representative will be in the office for three days next week to review the billing process and provide a report reflecting his review.
 - c. **Approve Payment of Outstanding Bills:** Motion by John Nail to approve the payment of the outstanding bills in the amount of \$398,296.16. Motion carried 5-0.
- V. **Unfinished Business:**
 - a. **Employee Write-Off Policy:** Motion by John Nail to approve the Employee Write-Off Policy. Motion carried 5-0.
 - b. **Workers Compensation:** CFO Jamie Luebbering advised the workers compensation coverage will end April 1, 2024. The board agreed to bid out the workers compensation for 2024-2025.
 - c. **GovDeals – Surplus Items:** Motion by John Nail to list the items presented to the board for the recommended reserve price on GovDeals. Motion carried 5-0.
 - d. **Field Training Officer Stipend Increase:** Motion by Mike Brown to raise the Field Training Officer Stipend from \$0.80 per hour to \$1.20 per hour. Motion carried 5-0.
 - e. **Training Division Captain – Job Description:** Motion by John Nail to approve the Training Division Captain job description, adding “*All other duties as assigned*” to the Essential Duties and Responsibilities section of the job description. Motion carried 5-0.
- VI. **Closed Meeting pursuant to RSMo 610.021, Sections;**

Motion by John Nail to enter a closed session pursuant to RSMo. 610.021, Sections

(1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

Roll Call Vote: Brown-Y, Davis- Y, Gerke- Y, Graves-Y, Nail- Y, Walker- Absent. Motion carried 5-0. Meeting moved to a closed session at 1830.
Open session resumed at 1853.
- VII. **New Business:** None.
- VIII. **Announcements:** None.
- IX. **Adjournment:** Motion by John Nail to adjourn the meeting, motion carried 5-0. Meeting was adjourned at 1854 hours.

The next regular meeting is scheduled for February 27, 2024, 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