



Pettis County Ambulance District

Regular Meeting Minutes

Meeting Type: Regular Meeting
Location: 400 S. Kentucky
Sedalia, MO 65301
Date: 03-28-2023
Time: 1800

- I. **Call to Order:** Meeting was called to order by Chair-Nick Gerke at 1800 hours.
Roll Call- Board Members Present: Mike Brown – Vice Chair, Adam Cox, Steve Davis – Treasurer, Nick Gerke-Chair, Kim Graves, John Nail- Secretary. PCAD Staff Present- EMS Chief – Eric Dirck, EMS Assistant Chief – Roy Pennington, Jamie Luebbering – CFO, Katie Patrick – Administrative Assistant, Ryan Newsom-IT, Division Chief OF Training – Justin Cross, Battalion Chief – Eric Meyers, Dr. David Gustafson.

Non-PCAD present: Faith Bemiss- Sedalia Democrat, Kevin Walker.
 - a. **Pledge of Allegiance / Moment of Silence**
 - b. **Motion to approve the agenda:** Motion by Steve Davis to approve the agenda. Motion carried 6-0.
 - c. **Confirm the previous meeting minutes:** The previous meeting minutes stand approved as presented.
- II. **Announce Visitors:**
Nick Gerke announced Faith Bemiss and Kevin Walker.
- III. **Public Comment:** None.
- IV. **Reports of Officers:**
 - a. **EMS Chief Report:** EMS Chief Eric Dirck presented his report.
 - b. **CFO Report:** CFO Jamie Luebbering presented her report.
 - c. **Approve Payment of Outstanding Bills:** Motion by John Nail to approve the payment of the outstanding bills in the amount of \$224,917.56. Motion carried 6-0.
 - d. **Medical Director Report:** Dr. David Gustafson presented his report.
- V. **Unfinished Business:**
 - a. **Floor Covering Replacement – Headquarters:** Motion by Kim Graves to accept the Dugan Business LLC floor replacement bid in the amount of \$17,407.27. Motion carried 6-0.
 - b. **Disposal of Surplus Equipment:** Administrative Assistant Katie Patrick informed the board of the sale of the Antique Desk and Conference Table on GovDeals, awaiting pick-up.
 - c. **Windsor Ambulance District:** Discussion only. No action taken.
 - d. **Handtevy Upgrade:** Division Chief of Training Justin Cross informed the board of the upgrades to the Handtevy system. Motion by John Nail to approve the increased annual payment, totaling \$3,552.73. Motion carried 6-0.
 - e. **Employee Handbook – Policy Update:** EMS Chief Eric Dirck informed the board of the updates to an employee handbook policy. Motion by Adam Cox to approve the changes. Motion carried 6-0.
- VI. **New Business:** None.
- VII. **Announcements:** EMS Chief Eric Dirck introduced Kevin Walker. Steve Davis announced his appreciation of the PCAD staff.
- VIII. **Adjournment:** Motion by John Nail to adjourn the meeting, motion carried 6-0. Meeting was adjourned at 1850 hours.

The next regular meeting is scheduled for April 11, 2023. at 1800 hours. 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