



# Pettis County Ambulance District

## Regular Meeting Minutes

Meeting Type: Regular Meeting  
Location: 400 S. Kentucky  
Sedalia, MO 65301  
Date: 8-13-2024  
Time: 1800

- I. **Call to Order:** Meeting was called to order by Chair-Nick Gerke at 1800. Zoom was experiencing connectivity issues at the start of the meeting.
  - a. **Roll Call-** Board Members Present: Nick Gerke-Chair, Kim Graves- Vice Chair, John Nail – Secretary, Jim Sneed, Kevin Walker, Eric West-Treasurer. PCAD Staff Present- EMS Chief Roy Pennington, EMS Assistant Chief Florian Hammer, Administrative Assistant Katie Patrick, Ryan Newsom – IT.  
  
Absent: CFO Jamie Luebbering.
  - b. **Pledge of Allegiance / Moment of Silence**
  - c. **Motion to approve the agenda:** Motion by John Nail to approve the agenda. Motion carried 6-0.
  - d. **Confirm the previous meeting minutes:** The previous meeting minutes stand approved as presented.
- II. **Announce Visitors:** None.
- III. **Public Comment:** None.
- IV. **Navigate Building Solutions Contract:**  
  
Zoom connected at 1805. Collette Hermann Koscielski with Navigate Building Solutions joined the meeting via Zoom at 1805. Collette Hermann Koscielski reviewed and answered questions regarding the contract presented to the board. Motion by John Nail to approve the presented contract from Navigate Building Solutions. Motion carried 5-1.  
  
Collette Hermann Koscielski left the meeting at 1817.
- V. **Reports of Officers:**
  - a. **EMS Chief Report:** EMS Chief Roy Pennington presented his report to the board.
  - b. **Approve Payment of Outstanding Bills:** Motion by John Nail to approve the payment of the outstanding bills in the amount of \$131,731.47. Motion carried 6-0.
- VI. **Unfinished Business:**
  - a. **Light Duty Policy:** Motion by John Nail to approve the Light Duty Policy. Motion carried 6-0.
  - b. **GovDeals:** Administrative Assistant Katie Patrick updated the board on the items sold on auction, and suggested re-listing the items that did not sell. No action taken.
- VII. **New Business:**
  - a. **Preventative Maintenance Bids:** After some discussion, the board requested administration reach out to Hill-Rom for an additional bid. Tabled for further information and a recommendation from Administration.
  - b. **Employee Education Reimbursement Agreement:** EMS Chief Roy Pennington presented the Employee Education Reimbursement Agreement and Policy to the board. Motion by John Nail to approve the Employee Education Reimbursement Agreement and Policy. Motion carried 6-0.
- VIII. **Announcements:** Chair Nick Gerke announced the PCAD was denied the requested funds for the SFY 2024 American Rescue Plan Act State and Local Fiscal Recovery Funds Capital Improvements & Interoperable Communications Equipment Grant. Chair Nick Gerke also announced the PCAD had received a letter from an individual, thanking the crew that responded to their 911 call. Kim Graves requested the Life Assistance Policy be added to the next board meeting agenda.
- IX. **Adjournment:** Motion by John Nail to adjourn the meeting, motion carried 6-0. Meeting was adjourned at 1852 hours.

The next regular meeting is scheduled for August 27, 2024, at 1800. This meeting will be held at the PCAD Educational Building, 400 S. Kentucky St. Sedalia Mo. 65301.

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Nick Gerke  
Chairman

Submitted by Katie Patrick- Administrative Assistant/ Board Rapporteur