



# Pettis County Ambulance District

## Regular Meeting Minutes

Meeting Type: Regular Meeting  
Location: 400 S. Kentucky  
Sedalia, MO 65301  
Date: 9-24-2024  
Time: 1800

- I. **Call to Order:** Meeting was called to order by Chair-Nick Gerke at 1800.
  - 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, CFO – Jamie Luebbering, Administrative Assistant Katie Patrick, Ryan Newsom – IT.  
Non PCAD Present: Nancy Erdmann, Rhonda Scott, Mike Carter, David Norfleet, Erica Holtmeyer.
  - 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:** Administrative Assistant Katie Patrick announced Nancy Erdmann, Rhonda Scott, Mike Carter, David Norfleet, and Erica Holtmeyer all from the Windsor Ambulance District board.
- III. **Public Comment:** None.
- IV. **Windsor Ambulance District:** Members of the Windsor Ambulance District board discussed the Sales Tax rate and future goals for the Windsor Ambulance District. The Windsor Ambulance District board meetings are held on the third Tuesday of every month at 1900 hours at the Windsor Ambulance District base. No action taken.
- V. **Reports of Officers:**
  - a. **CFO Report – Vote to Receive:** CFO Jamie Luebbering presented the CFO report and informed the board that the PCAD was randomly selected to participate in a Targeted Probe and Educate Audit with the Centers for Medicare & Medicaid Services.
  - b. **Approve Payment of Outstanding Bills:** Motion by John Nail to approve the payment of the outstanding bills, in the amount of \$308,598.15. Motion carried 6-0.
- VI. **Unfinished Business:**
  - a. **Station 3 – Approve Architect:** Tabled to the next meeting.
  - b. **Type 2 Ambulance Proposal:** EMS Chief Roy Pennington presented a quote to purchase a Ford Transit van to offset the growing mileage on the Ford E-450 ambulances. Motion by Eric West to purchase two 2024 Ford Transit vans with the extended warranty. Motion carried 6-0.
  - c. **Request for Proposal Audit 2024-2026:** Motion by John Nail to approve the request for proposal audit 2024-2026. Motion carried 6-0.
  - d. **Hwy TT Rehab – Quote:** EMS Assistant Chief Flo Hammer presented a quote to the board to remodel the sleeping quarters at Station 2 to allow for additional staff. Motion by Kim Graves to approve McColester Construction's quote for \$46,750.00. Motion carried 6-0.
  - e. **Headquarters Grilling Station – Quote:** EMS Assistant Chief Flo Hammer presented a quote to the board to create an outdoor sitting area for the crew. Kim Graves suggested reaching out to David Goodson with Impact Signs to see if an Awning is a viable option as a roof. Tabled for further information.
- VII. **Closed Meeting pursuant to RSMo 610.021, Section:**

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

  - (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.*
  - (3) *Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.*
  - (13) *Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment*

Roll Call Vote: Gerke-Y, Graves-Y, Nail-Y, Sneed-Y, Walker-Y, West-Y. Motion carried 6-0. Meeting moved to a closed session at 1854 hours.

Open session resumed at 1911 hours.
- VIII. **New Business:** None.
- IX. **Announcements:** None.
- X. **Adjournment:** Motion by John Nail to adjourn the meeting, motion carried 6-0. Meeting was adjourned at 1911 hours.

The next regular meeting is scheduled for October 08, 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**