



Pettis County Ambulance District

Board Meeting

January 14, 2025

Public Packet

Mission Statement: "Compassionate care while providing excellence in service."



Pettis County Ambulance District

Regular Meeting Agenda

Meeting Type: Regular Meeting

Location: 400 S Kentucky St.
Sedalia, Mo. 65301

Date: 1-14-2025

Time: 6:00 PM

- I. Call to order
 - a. Roll call
 - b. Pledge of Allegiance / Moment of Silence
 - c. Motion to approve the agenda
 - d. Confirm the previous meeting minutes
- II. Announce Visitors
- III. Public Comment
- IV. Reports of Officers
 - a. *EMS Chief Report*
 - b. *Approve Payment of Outstanding Bills*
- V. Unfinished Business
- VI. New Business
 - a. Certify Candidates for Election
- VII. Announcements
- VIII. Adjournment



Pettis County Ambulance District

Regular Meeting Minutes

Meeting Type: Regular Meeting
Location: 400 S. Kentucky
Sedalia, MO 65301
Date: 12-10-2024
Time: 1800

- I. **Call to Order:** The 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 Assistant Chief Florian Hammer, CFO – Jamie Luebbering, Administrative Assistant Katie Patrick, Ryan Newsom – IT, Division Chief of Training Justin Cross.
Absent: EMS Chief Roy Pennington
Non-PCAD Present: Christian DeLozier – Mike Keith Insurance.
 - b. **Pledge of Allegiance / Moment of Silence**
 - c. **Motion to approve the agenda:** Motion by Kim Graves 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:** Chair Nick Gerke announced Christian DeLozier with Mike Keith Insurance.
- III. **Public Comment:** Kim Graves disclosed he received a text message from a member of the public, voicing their concern with the crew throwing candy out of the truck window during the Christmas parade.
- IV. **Reports of Officers:**
 - a. **EMC Chief Report:** EMS Assistant Chief Flo Hammer presented the Chief's report.
 - b. **Approve Payment of Outstanding Bills:** Motion by John Nail to approve the payment of the outstanding bills, in the amount of \$115,947.79. Motion carried 6-0.
- V. **Unfinished Business:** None.
- VI. **New Business:**

EMS Chief Roy Pennington arrived at the meeting at 1823.

 - a. **Insurance Renewal – Property & Casualty:** Christian DeLozier with Mike Keith Insurance presented the Property & Casualty Insurance renewal options to the Board. Motion by John Nail to continue with the current Insurance plan through Fire Plus. Motion carried 6-0.
 - b. **Resolution 2024-07: Adopting the Annual Budget for FY 2025:** Motion by John Nail to approve Resolution 2024-07: Adopting the Annual Budget for FY 2025. Motion carried 6-0.
 - c. **GovDeals:** Administrative Assistant Katie Patrick informed the board of the sale of the Unit 9 2016 Ford Transit 350 truck for \$21,200.00. EMS Assistant Chief Flo Hammer requested the board post Unit 13 2013 Ford E-450 truck to GovDeals. Motion by John Nail to post the Unit 13 Ford E-450 truck to GovDeals with w reserve price of \$12,000.00 Motion carried 6-0.
- VII. **Closed Meeting pursuant to RSMo 610.021, Section:**

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

(9) Preparation, including any discussions or work product on behalf of a public governmental body or its representatives for negotiations with employee groups.

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 1905 hours.

Open session resumed at 1846 hours.
- VIII. **Announcements:** None.
- IX. **Adjournment:** Motion by Jim Sneed to adjourn the meeting, motion carried 6-0. Meeting was adjourned at 1927 hours.

The next regular meeting is scheduled for January 14, 2025, 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



January 14, 2025

I. Administration

1. Station 3

- i. Biweekly meeting with Owners Representative, architect, and civil engineer are ongoing.
- ii. Concept Drawings – See Attached

II. Operations

1. Call Volume for December 2024 (attached)

- i. YTD Call Volume as of December 31, 2024

Pettis County	9396
Windsor Ambulance	1120
Combined Total:	10516

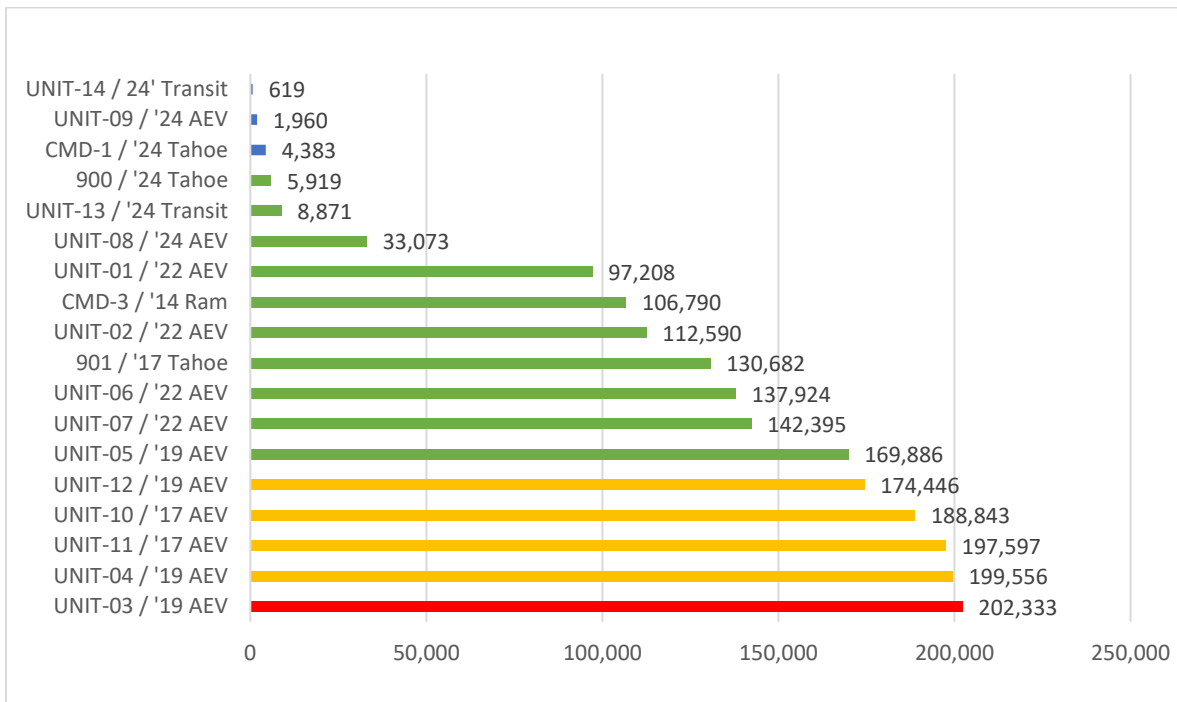
2. Major Equipment: Nothing to Report

3. Building and Grounds: Nothing to Report

4. Vehicle/Equipment Maintenance:

- i. Regular preventative maintenance preformed.
- ii. Deer Strike with Unit 6. Remains at WK Body Shop – awaiting parts
- iii. Unit 12 towed to Ford after overheating. Potentially a radiator hose, no further info as of this writing.

5. Vehicle mileage as of December 31, see below.

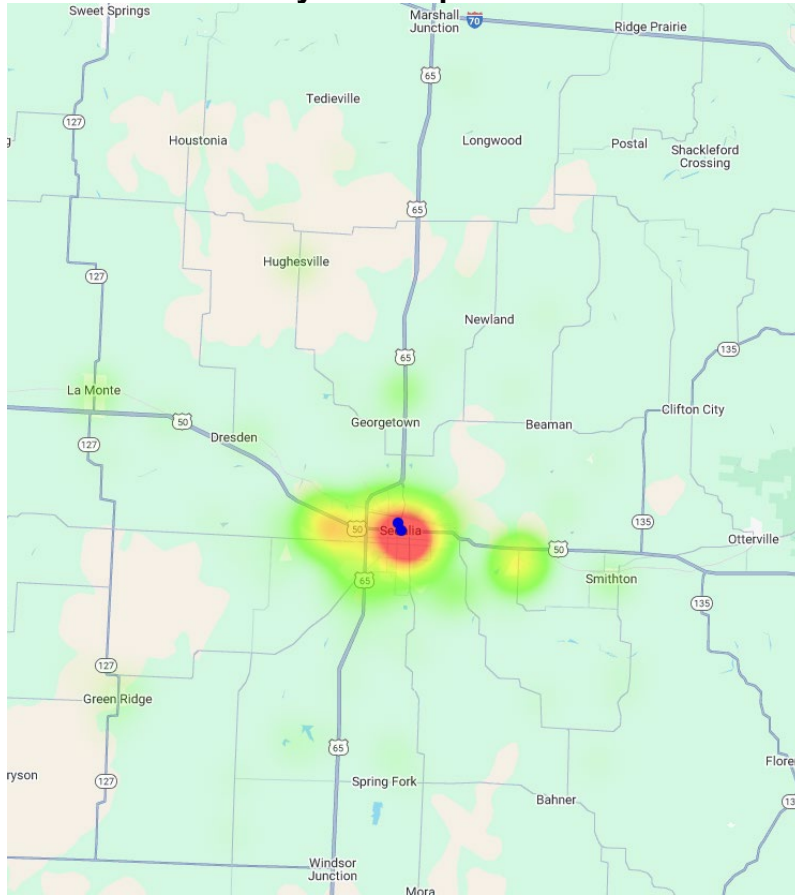




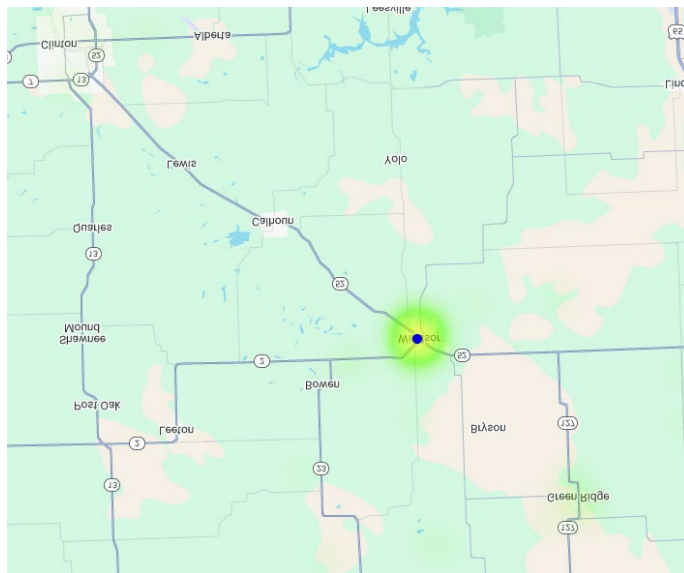
III. Education

1. Monthly competencies are being completed; mandatory quarterly training was completed in December.

Pettis County Heatmap December 2024



Henry County Heatmap December 2024





Pettis County Ambulance District
EMS Chief Report

IV. Staffing Update

1. Three part-time EMT's have been hired and will be starting orientation in January.
2. EMT Melissa Merrill obtained her Missouri Paramedic license. She is currently on orientation.
3. Paramedic / FTO Svetlana Shevchenko and Matthew Cihy have been promoted to the position of Captain.
4. We will be holding a promotional process to fill the open FTO (Field Training Officer) positions.

V. Unit Update

VI. For Consideration of the Board

1. UCAPIT System – This system was approved in the 2025 budget. This will include vending machines that track supply removal to the employee as well as expiration dates. This in turn will reduce waste on expired medications and leave an audit trail for supplies taken from the machine. This system also includes software that will better track inventory and Fleet issues. Due to the long lead time and software implementation, we would like to go ahead and place the order.

Respectfully Submitted,

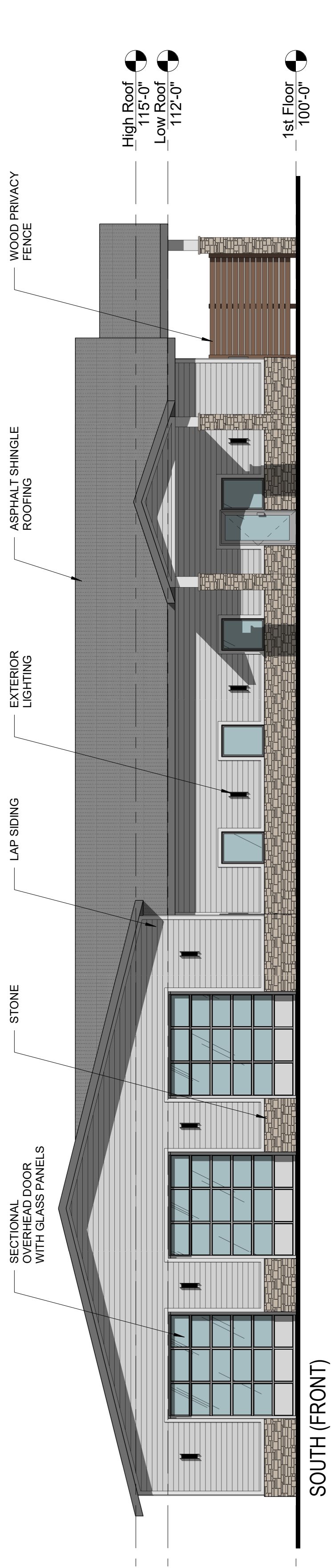
Roy Pennington, EMS Chief

PCAD 2024

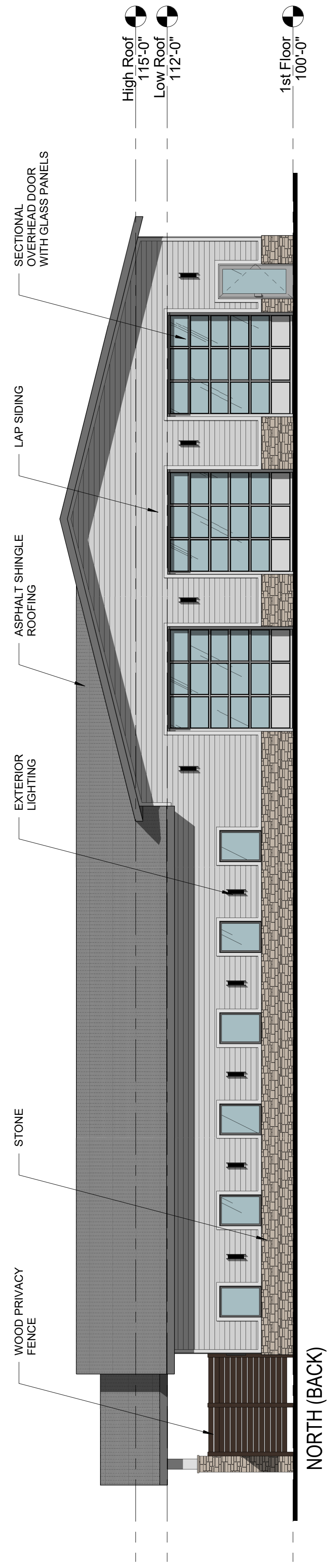
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Combined Total Call Volume	848	782	883	880	987	842	914	943	860	887	780	846	10516*
Combined total for PRIOR year/month	796	707	745	766	848	812	798	903	807	800	754	812	9548
TOTAL CALL VOLUME	753	720	789	774	878	751	809	844	757	811	697	755	9396*
Total Call Volume PRIOR Year/Month	693	630	669	672	744	714	706	805	718	707	663	702	8423
TRANSFERS:													
TRANSFERS	160	163	170	196	212	164	169	168	164	164	151	170	2051
911	404	389	405	384	444	377	409	465	410	435	347	381	4850
FLIGHTS (transported from scene to LZ)	0	1	4	2	2	2	2	2	2	2	1	5	24
TOTAL TRANSFERS	564	553	579	582	658	543	580	635	576	600	503	552	6925
Total Transfers for PRIOR year/month	483	467	492	457	511	500	470	563	510	495	463	515	
NON-TRANSFERS:													
REFUSED or NO TRANSPORT	110	106	141	131	154	141	151	108	117	149	145	135	1588
CANCELLED	60	42	44	49	61	47	65	64	47	36	30	37	582
INVALID	7	5	11	6	3	5	5	22	4	9	8	14	99
STAND BY	12	14	12	6	2	14	8	15	13	16	11	17	140
FLIGHTS, non-trans. (direct from scene)	0	0	2	0	0	1	0	0	0	1	0	0	4
TOTAL NON-TRANSFERS	79	61	69	61	66	67	78	101	64	62	49	68	825
Status Level Zero Events	1	1	1	1	0	0	2	4	2	3	2	2	19

WINDSOR EMS 2024

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
TOTAL CALL VOLUME	95	62	94	106	109	91	105	99	103	76	83	91	1120*
Total Call Volume PRIOR Year/Month	103	77	76	94	104	98	92	98	89	93	91	110	1125
TRANSFERS:													
TRANSFERS FROM BRHC	8	0	7	12	18	13	9	10	15	9	13	4	118
TRANSFERS FROM GVMH	2	3	4	5	6	4	10	0	8	1	5	1	49
911	52	39	45	52	40	45	49	56	47	37	43	50	555
FLIGHTS (transported from scene to LZ)	0	0	0	0	0	0	1	0	0	1	1	0	3
TOTAL TRANSFERS	62	42	56	69	64	62	69	66	70	48	62	55	725
Total Transfers for PRIOR year/month	64	47	57	64	61	66	93	59	68	67	69	76	
NON-TRANSFERS:													
REFUSED or NO TRANSPORT	17	16	24	24	28	15	26	24	26	19	12	21	252
CANCELLED	8	3	10	7	11	6	7	4	4	4	5	8	77
INVALID	8	1	3	3	5	5	2	3	1	1	2	4	38
STAND BY	0	0	1	3	1	2	1	2	2	4	1	3	20
FLIGHTS, non-trans. (direct from scene)	0	0	0	0	0	1	0	0	0	0	1	0	2
TOTAL NON-TRANSFERS	16	4	14	13	17	14	10	9	7	9	9	15	137
Status Level Zero Events	17	6	4	13	7	4	8	6	11	7	1	15	99



SOUTH (FRONT)



NORTH (BACK)

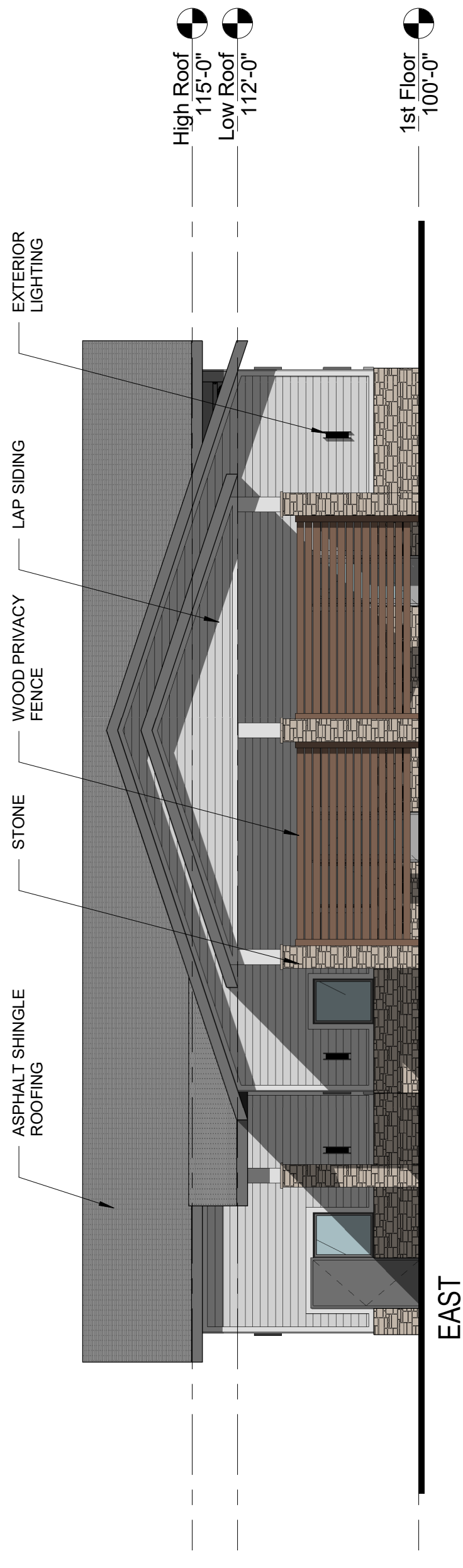


PCAD Station #03 - Conceptual Elevations

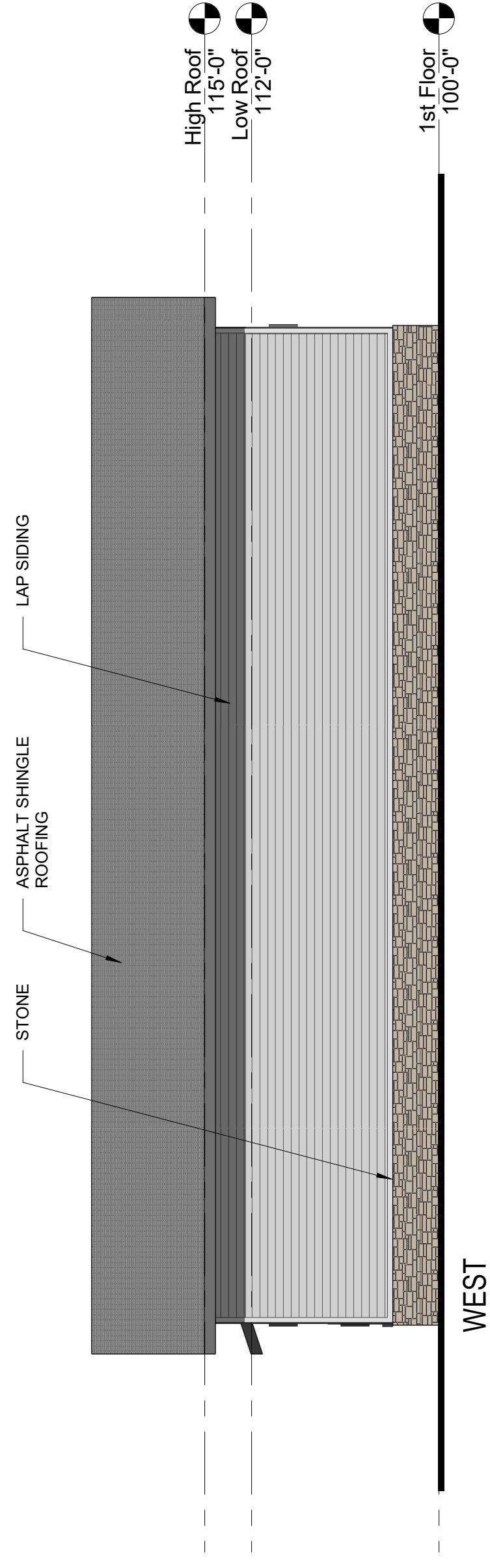
Scale: 1/8" = 1'-0"

12/19/2024

ARCHITECTURE



EAST



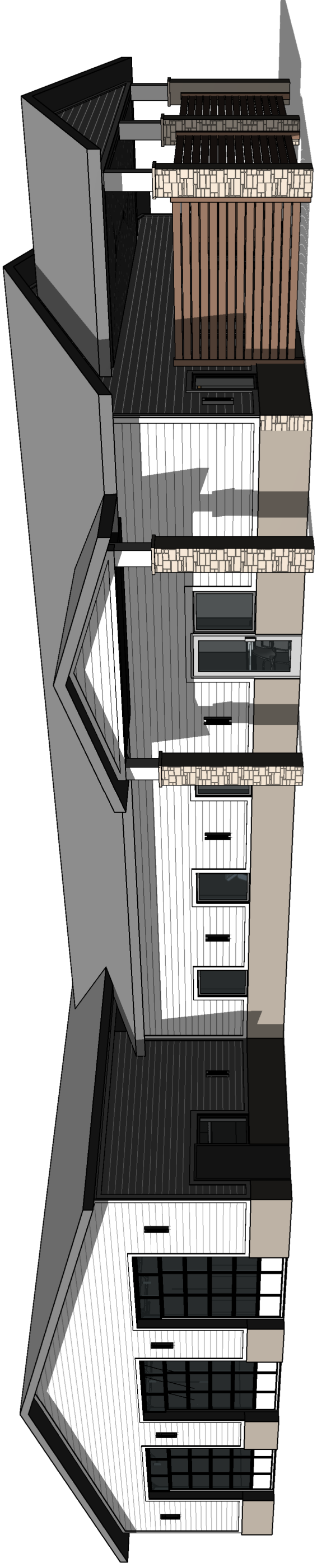
WEST



PCAD Station #03 - Conceptual Elevations

Scale: 1/8" = 1'-0"

12/19/2024



PCAD Station #03 - Conceptual 3D Perspectives

Scale: N.A.

12/19/2024

Vendor	Current	1 to 30	31 to 60	61 to 90	91+	Total
7710 Insurance Company	\$ 6,415.74	\$ -	\$ -	\$ -	\$ -	\$ 6,415.74
Aetna Refunds	\$ 222.65	\$ -	\$ -	\$ -	\$ -	\$ 222.65
Airgas	\$ 2,142.37	\$ -	\$ -	\$ -	\$ -	\$ 2,142.37
Amazon Business	\$ 1,381.89	\$ 53.97	\$ -	\$ -	\$ -	\$ 1,435.86
American Ambulance Assoc	\$ -	\$ 2,220.00	\$ -	\$ -	\$ -	\$ 2,220.00
American Response Vehicles	\$ 3,683.48	\$ -	\$ -	\$ -	\$ -	\$ 3,683.48
Anchor Point Advisory Group	\$ 14,800.00	\$ -	\$ -	\$ -	\$ -	\$ 14,800.00
Bankcard Services	\$ 24,097.23	\$ -	\$ -	\$ -	\$ -	\$ 24,097.23
Bothwell Regional Health Center	\$ 79.52	\$ -	\$ -	\$ -	\$ -	\$ 79.52
Bound Tree Medical	\$ 4,411.25	\$ 2,110.78	\$ -	\$ -	\$ -	\$ 6,522.03
Cintas	\$ 65.28	\$ 65.28	\$ -	\$ -	\$ -	\$ 130.56
Cintas-HQ	\$ 276.46	\$ 101.26	\$ -	\$ -	\$ -	\$ 377.72
Cintas-TT Hwy	\$ 83.34	\$ 83.34	\$ -	\$ -	\$ -	\$ 166.68
City of Sedalia	\$ -	\$ 853.76	\$ -	\$ -	\$ -	\$ 853.76
City of Windsor	\$ -	\$ 72.66	\$ -	\$ -	\$ -	\$ 72.66
Cole Camp Pharmacy	\$ 555.83	\$ -	\$ -	\$ -	\$ -	\$ 555.83
Don's Truck Towing & Truck Wash, Inc.	\$ 417.50	\$ -	\$ -	\$ -	\$ -	\$ 417.50
FAS-BREAK	\$ 249.00	\$ -	\$ -	\$ -	\$ -	\$ 249.00
First Arriving IO, Inc.	\$ 1,944.00	\$ -	\$ -	\$ -	\$ -	\$ 1,944.00
GFI Digital	\$ 215.38	\$ -	\$ -	\$ -	\$ -	\$ 215.38
Jim's Express	\$ -	\$ 545.15	\$ 99.78	\$ -	\$ -	\$ 644.93
Jones & Bartlett Learning	\$ 112.61	\$ -	\$ -	\$ -	\$ -	\$ 112.61
Keystone Insurers Group, Inc.	\$ 2,750.00	\$ -	\$ -	\$ -	\$ -	\$ 2,750.00
LEON UNIFORM COMPANY	\$ 521.75	\$ -	\$ -	\$ -	\$ -	\$ 521.75
LIFE ASSIST	\$ 7,683.33	\$ -	\$ -	\$ -	\$ -	\$ 7,683.33
Mallory Safety & Supply LLC	\$ 792.17	\$ -	\$ -	\$ -	\$ -	\$ 792.17
McCarthy, Leonard & Kaemmerer, LC	\$ -	\$ 840.00	\$ -	\$ -	\$ -	\$ 840.00
Med-Tech Resource LLC	\$ -	\$ 2,620.02	\$ -	\$ -	\$ -	\$ 2,620.02
Mike Keith Insurance	\$ -	\$ 266,710.00	\$ 1,138.00	\$ -	\$ -	\$ 267,848.00
Momma Hoppers Cleaning Service	\$ 215.00	\$ -	\$ -	\$ -	\$ -	\$ 215.00
Nova Biomedical	\$ 2,150.48	\$ -	\$ -	\$ -	\$ -	\$ 2,150.48
O'Reilly Auto Parts	\$ 449.35	\$ -	\$ -	\$ -	\$ -	\$ 449.35
Professional Paramedics & EMTs of Pettis	\$ -	\$ 2,200.00	\$ -	\$ -	\$ -	\$ 2,200.00
RAC JAC Properties	\$ 97.91	\$ -	\$ -	\$ -	\$ -	\$ 97.91
Rick Ball Ford	\$ -	\$ 603.20	\$ -	\$ -	\$ -	\$ 603.20
Sedalia Retirement LLC	\$ -	\$ 4,560.00	\$ -	\$ -	\$ -	\$ 4,560.00
Patient Refund	\$ -	\$ 201.95	\$ -	\$ -	\$ -	\$ 201.95
Shred-it	\$ 298.05	\$ -	\$ -	\$ -	\$ -	\$ 298.05
Smith Paper & Janitor Supply	\$ 129.71	\$ -	\$ -	\$ -	\$ -	\$ 129.71
Special Waste Services	\$ 185.00	\$ -	\$ -	\$ -	\$ -	\$ 185.00
Specialty Sportswear,	\$ -	\$ 63.00	\$ -	\$ -	\$ -	\$ 63.00
STANDARD INS COMPANY	\$ -	\$ 2,175.34	\$ -	\$ -	\$ -	\$ 2,175.34
STANDARD INSURANCE COMPANY-VISION & DENTA	\$ -	\$ 3,072.51	\$ -	\$ -	\$ -	\$ 3,072.51
STEVE'S PEST CONTROL, INC	\$ 380.00	\$ -	\$ -	\$ -	\$ -	\$ 380.00
Stone Laser Imaging	\$ -	\$ 116.00	\$ -	\$ -	\$ -	\$ 116.00
Tatyana Ryakhmyatullo	\$ 15.00	\$ -	\$ -	\$ -	\$ -	\$ 15.00
Tricare Refunds	\$ -	\$ 734.12	\$ -	\$ -	\$ -	\$ 734.12
United Healthcare	\$ 591.77	\$ -	\$ -	\$ -	\$ -	\$ 591.77
United Healthcare**	\$ -	\$ 53,651.61	\$ -	\$ -	\$ -	\$ 53,651.61
W & M SERVICES, LLC	\$ -	\$ 641.84	\$ -	\$ -	\$ -	\$ 641.84
W-K	\$ -	\$ -	\$ -	\$ -	\$ 447.50	\$ 447.50
Warrensburg Ford	\$ -	\$ 7,953.49	\$ -	\$ -	\$ -	\$ 7,953.49
WEX Bank	\$ 12,048.53	\$ -	\$ -	\$ -	\$ -	\$ 12,048.53
ZOLL DATA SYSTEMS	\$ 4,548.45	\$ -	\$ -	\$ -	\$ -	\$ 4,548.45
Zoll Medical Corp.	\$ 4,291.13	\$ 5,831.21	\$ -	\$ -	\$ -	\$ 10,122.34
Grand Total	\$ 98,301.16	\$ 358,080.49	\$ 1,237.78	\$ -	\$ 447.50	\$ 458,066.93

**NOTICE OF ANNUAL ELECTION OF THE
PETTIS COUNTY AMBULANCE DISTRICT – APRIL 8TH, 2025**

In accordance with Chapter 115 of the laws of the State of Missouri, notice is hereby given that an annual election will be held in Districts 1 and 4 of the Pettis County Ambulance District on April 8th, 2025, at which election, all registered voters residing within said Election Districts will be given an opportunity to vote.

The official ballot for said election will be substantially the following form:

Election District #1

Nick Gerke

One candidate filed – No Election Necessary

Election District #4

Kim Graves

David R. Fischer

The polling places for said election will open at 6:00 a.m. and close at 7:00 p.m.

ELECTION

Given under my hand and the official seal of the Pettis County Ambulance District, this 14th day of January 2025.

SEAL

John Nail, Pettis County Ambulance District Secretary

This is to certify that the foregoing Notice is a true copy of the certification of election notice in this office on January _____, 2025, by the Secretary of the Pettis County Ambulance District.

County Clerk, County of Pettis, State of Missouri