



Pettis County Ambulance District

Regular Meeting Minutes

Meeting Type: Regular Meeting
Location: 400 S. Kentucky
Sedalia, MO 65301
Date: 04-27-2021
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, Adam Cox, Nick Gerke-Chair, Steve Davis, John Nail-Secretary. PCAD Staff Present- Eric Dirck-EMS Chief, Ryan Newsom-IT, Katie Patrick, Jamie Luebbering- CFO, Roy Pennington- Assistant Chief, Dr. Gustafson- Medical Director. By video: John Fritz- Treasurer.
 - b. **Motion to approve the agenda:** Motion by John Nail to approve the Agenda. Motion carried 6-0.
 - c. **Confirm the previous meeting minutes:** Minutes stand as presented.
- II. **Public Comment:** None.
- III. **Reports of Officers:**
 - a. **EMS Chief Report:** EMS Chief Dirck presented his report and requested the PCAD employee who became a Paramedic be presented at the second board meeting in May.
 - b. **CFO Report:** CFO 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 \$293,043.77, motion carried 6-0.
 - d. **Medical Director Report:** Dr. Gustafson presented his report.
- IV. **Unfinished Business:**
 - a. **Windsor Mowing:** Mike Brown requested Chief Dirck gather information and report to the board at the next meeting. Tabled to the next meeting.
 - b. **Govdeals Equipment Update:** CFO Luebbering updated the board on the equipment that has been sold and picked up. The board was informed that the Refrigerator did not meet the reserve price and was asked if it should be offered to the highest bidder in the amount of \$1,200.00. Motion by John Nail to accept the highest bid of \$1,200.00. Motion carried 6-0.
 - c. **Bay Windows Replacements:** Tabled to the next meeting.
 - d. **Gym Equipment:** CFO Luebbering informed the board it is required to have the gym equipment per the Labor Agreement. After discussion, Nick Gerke clarified the equipment was under budget and required per the Labor Agreement. This item was approved for this reason.
 - e. **Henry County Radio System Update:** Assistant Chief Roy Pennington explained the Radio System situation in Henry County to the board. Motion by Mike Brown to approve the purchase of the communications equipment needed in the amount of \$4,739.99. Motion carried 6-0.
 - f. **CAD Integration Project:** Motion by Mike Brown to approve the purchase of the CAD software. Motion carried 6-0.
 - g. **Employee Handbook Revisions:** Steve Davis suggested, "Performs any other duty related to the District as designated by Command Staff," be added to the Field Training Officer job description. Motion by John Nail to approve the revisions with this correction. Motion carried 6-0.
- V. **New Business:** None.
- VI. **Closed Meeting Pursuant to RSMo 610.021**

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

(2) Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor. However, any minutes, vote or public record approving a contract relating to the leasing, purchase or sale of real estate by a public governmental body shall be made public upon execution of the lease, purchase or sale of the real estate

Roll Call Vote: Brown-Y, Cox-Y, Fritz-Y, Gerke-Y, Davis-Y, Nail-Yes, motion carried 6-0. Meeting moved to closed session at 1913.

Dr. Gustafson left the meeting at 1913.

Open Session resumed at 1955.
- VII. **Announcements:** None
- VIII. **Adjournment:** Motion by John Nail to adjourn the meeting, motion carried 6-0. Meeting was adjourned at 1956.

The next regular meeting is scheduled for May 11, 2021 at 1800. This meeting will be held at the Station 2 Building, 1850 State Highway TT Sedalia Mo. 65301

X

John Nail
Secretary

Submitted by Katie Patrick- Administrative Assistant/ Board Custodian of Records

