

**Big River Ambulance District
Regular Meeting Minutes
November 19, 2009**

The meeting was called to order by Chairman Kemp at 6:10 p.m.

Roll Call

All Board Members present. Also present Allison Sweeney, District's Legal Counsel.

Acceptance of the Agenda

A motion was made by Josh Williams, second by Janet Taylor, to accept the agenda. All in favor, motion passed. Administrator Prasuhn asked the Board of Directors if House One Drawings under Old Business could be moved up after public comment.

Approval of the October 20th Regular Meeting Minutes

A motion was made by Jim Terry, second by Josh Williams, to accept the October 20th regular meeting minutes. All in favor, motion passed.

Public Comment

None

Old Business

House One Drawings – Dan Gardner presented the Board of Directors with the new house one project report. There was a discussion about adding a basement and on what to do about an existing drain field that was not disclosed prior to the purchase of the Dittmer property. Attorney Allison Sweeney is looking into what can be done about the drain field. Also there was a brief discussion about making the new building more eco-friendly. No motions were made.

2010 Budgetary Work Session

Administrator Prasuhn and the Board of Directors discussed the 2010 budget. There was a lengthy discussion about employees that do not have families or that do not take District insurance being compensated for that. Employees that do not have families or do not take family insurance will receive \$200.00 a month and those employees that waive all insurance will receive \$300.00 a month, Attorney Allison Sweeney states that there should be a resolution to that effect passed. There was a lengthy discussion on salaries, the Board would like to give a five percent across the board rise for all employees for 2010 rather than the two percent Administrator Prasuhn had suggested. Administrator Prasuhn asked to increase the Assistant Administrator's officer pay (officer pay is separate amount from their salaries given to officers) along with the Duty Officers officer pay, the Board agreed the Assistant Administrator's Officer Pay should be increased to \$8,000.00 a year, and the Duty Officers Officer Pay to \$6,500.00 a year. Chairman Kemp stated Jessica Kossuth the Administrative Assistant has been doing a great job and has brought in more in billing than any previous person in that position, and should be awarded for a job well done a discussion followed with a decision to increase her salary to \$45,000.00; the Board also wants the Administrators salary increased to \$70,000.00. All of these measures will be approved under 2010 budget under old business.

Administrator's Report

H1N1 Vaccine – Administrator Prasuhn informed the Board of Directors that the injectable form of the vaccine is in and the employees have received it. Any employee not wanting the vaccine must sign a refusal. Administrator Prasuhn informed the Board of Directors that he is asking the Health Dept. if he can offer the extra vaccines to the Board of Directors.

New Ambulance – Administrator Prasuhn informed the Board of Directors that we are adding some modifications to the new 5427 and the new ambulance that was just ordered.

Children’s Hospital – Administrator Prasuhn informed the Board of Directors that a complimentary letter was received from Children’s Hospital congratulating two employees at Big River for doing an excellent job. A copy of the letter was added to each of the employee’s personnel files.

Ethics Commission - Administrator Prasuhn informed the Board of Directors that there are new pamphlets in their meeting packets.

Old Business

District Staff Vehicle – Administrator Prasuhn informed the Board of Directors that he has prices for a Ford Explorer with a V8 and tow package from Talbert Ford and Dave Sinclair. The price is \$24,070 from Talbert and \$24,020 from Sinclair. A motion was made by Josh Williams, second by Janet Taylor to accept the bid from Dave Sinclair. All in favor, motion passed.

House Three Agreement – Administrator Prasuhn informed the Board of Directors that moving in has been postponed until High Ridge can finish their new house. A list of all the things that they are taking with them and leaving was included in the meeting packets. Before moving into the building, it needs to be painted and cleaned.

Medical Director/Medical Control – Administrator Prasuhn informed the Board of Directors that he met with St. Clare EMS Liaison and Dr. Richard Schmidt. We are waiting for a contract from St. Clare.

2010 Budget – As discussed in the work session, A motion was made by Allen LaBarge, second by Josh Williams, to pass a resolution stating any full time employee not getting family insurance will be compensated \$200.00 a month and any full time employee waiving all insurance will be compensated \$300.00 a month. All in favor, motion passed. A motion was made by Allen LaBarge, second by Josh Williams to accept the 2010 budget with the salary increases discussed in the work session. All in favor, motion passed.

New Business

Election Resolution – A motion was made by Josh Williams, second by Allen LaBarge, to establish an election for two board member seats, Ed Kemp and Jim Terry. All in favor, motion passed.

House One Health Dept. Report - Administrator Prasuhn informed the Board of Directors that we need to make some minor improvements to the building to reduce and prevent further mold.

Financial Report/Payment of Bills

Approval of **October 20th**, Bill Listings – After reviewing all bill listings, a motion was made by Jim Terry, second by Josh Williams, to approve all bill listings as presented. All in favor, motion passed.

Cash Flow Projection - Jim Terry presented the Board of Directors with a detailed report on projected cash flow forecast for the District. The Board of Directors asked Administrator Prasuhn to find out if we can have the auditor's give a presentation to the Board of Directors at the Board meeting following the 2009 audit.

Executive Session - Pursuant to Chapter 610.021 MO Revised Statutes

Personnel and Litigation - A motion was made by Allen LaBarge, seconded by Josh Williams, to enter into executive session. A roll call vote was taken, Jim Terry aye, Jacquelyn Waller aye, Josh Williams aye, Allen LaBarge aye, and Janet Taylor aye. Motion passed.

Chairman Kemp states there is nothing to report from executive session.

Other Business

No other business

Adjournment

A motion was made by Jim Terry, second by Allen LaBarge, to adjourn. All in favor, motion passed.

Ed Kemp, Chairman

Janet Taylor, Secretary