



## **Board Packet**

Regular Open Meeting – January 22<sup>nd</sup>, 2018 at 6:15pm

### **Board of Directors**

**Chairperson:** Carla Hloben – 2020

**Vice-Chairperson:** Diana Davis – 2019

**Treasurer:** Kathy Hennessey– 2018

**Secretary:** Rebecca Cowley – 2019

**Director:** Ken Kays – 2020

**Director:** Kurt Weffelmeyer– 2018

### **Administrative Staff**

**Chief:** Jamie Guinn

**Chief Financial Manager:** Jennifer Wilson

**Chief Medical Officer:** Cordell Pratte

**[www.njcad.com](http://www.njcad.com)**

# Agenda

## Notice of open meeting & vote to close part of the meeting

### Monday January 22<sup>nd</sup>, 2017 at 6:15pm

Notice is hereby given that the North Jefferson County Ambulance District will conduct a meeting at North Jefferson County Ambulance District headquarters, 2820 Horrell Lane, High Ridge, MO 63049-3200.

**Agenda Posted:** Friday January 19<sup>th</sup>, 2016 at 12:00 p.m.

The tentative agenda of this meeting includes

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Agenda**
5. **Approval of Minutes**
  - a. Open Minutes December 18<sup>th</sup>, 2017
7. **Public Forum - Public to address the Board of Directors**
8. **Local 2665 - Union Update**
10. **Chief's Report**
  - a. Communications
  - b. Public Relations
11. **Old Business**
  - a. EMS Connection Magazine
12. **New Business**
  - a. Resolution Suspending Election
  - b. Agreement for snow removal with High Ridge Fire
  - c. Installation of new pre-emption device to control lights at Hwy 30 & Old Gravois \$11,455.00
13. **Business & Financial Reports**
  - a. Account Listings
    - i. Checking: **\$1,769,873.09**
    - ii. Investments: **\$2,480,000.00**
  - b. Balance Sheet
  - c. Current Budget
  - e. Uncollectible Report N/A
  - f. Approval of District Bills **December 2017 \$327,160.70 including 12/08/2017 and 12/22/2017 payrolls.**

**Executive Session** - The tentative agenda of this meeting also includes a vote to close part of this meeting pursuant to RSMo 610.021 subsections:

- a. (9) Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups
- b. (13) Individually identifiable personnel records, performance ratings or records pertaining to employees.

14. **Return to Open Session - Report from Executive Session**

15. **Adjournment**

# NORTH JEFFERSON COUNTY AMBULANCE DISTRICT

## Minutes of the December 18<sup>th</sup>, 2017

### 1. Call to Order

Chairperson Hloben called the regular monthly meeting of the North Jefferson County Ambulance District Board of Directors to order at 6:15 pm

### 2. Roll Call

Director's Present: Chair Person Hloben, Vice Chair Davis, Director Kays, Director Weffelmeyer, and Secretary Rebecca Cowley, Treasurer Hennessey

Absent: N/A

Late Arrival: N/A

#### **In Attendance:**

Staff: Chief Guinn, CFM Wilson, Captain Buss, Chris Bryan, John Boehm

Guests: Jamie Student

### 3. Pledge of Allegiance

Chairperson Hloben led the Pledge of Allegiance

### 4. Approval of Agenda

Chairperson Hloben presented the agenda.

#### a. Approval of Agenda

Motion made by Secretary Cowley and Seconded by Secretary Director Kays to approve the agenda as presented.

Motion passed as written. Roll call vote;

Chairperson Hloben--Yea

Director Weffelmeyer—Yea

Treasurer Hennessey--Yea

Director Kays --Yea

Vice Chair Davis—Yea

Secretary Cowley--Yea

#### **Approval of Minutes**

#### a. Open Minutes November 20<sup>th</sup>, 2017

Motion made by Secretary Cowley and Seconded by Vice Chair Davis to approve the Open Minutes November 20<sup>th</sup>, 2017

Motion passed as written. Roll call vote;

Chairperson Hloben--Yea

Director Weffelmeyer—Yea

Treasurer Hennessey--Yea

Director Kays --Yea

Vice Chair Davis—Yea

Secretary Cowley--Yea

#### b. Executive Minutes May 15<sup>th</sup>, 2017

Motion made by Vice Chair Davis and Seconded by Secretary Cowley to approve the Executive Minutes May 15<sup>th</sup>, 2017

Motion passed as written. Roll call vote;

Chairperson Hloben--Yea

Director Weffelmeyer—Yea

Treasurer Hennessey--Yea

Director Kays --Yea

Vice Chair Davis—Yea

Secretary Cowley--Yea

### 5. Public Forum – Public to address the Board of Directors

N/A

### 6. Local 2665 – Union Update

Chief Guinn stated everything is going well and the shop and district is discussing even paychecks that has been verified through our ADP HR and Payroll specialist to be legal.

### 7. Chief's Report

- a. Communications:
- b. EMS Call Report and Statistics
- c. Education
- d. Maintenance

8. **Old Business**

- a. Approval of amended finalized 2016-2017 budget  
 Motion made by Vice Chair Davis and seconded by Vice Director Kays to approve the amended finalized 2016-2017 budge.  
 Motion passed as written. Roll call vote;

Chairperson Hloben-Yea	Treasurer Hennessey—Yea	Director Weffelemeyer--Yea
Director Kays --Yea	Vice Chair Davis—Yea	Secretary Cowley--Yea

9. **New Business**

- a. Chief Guinn reported the year ending 2017 audit has been completed with findings of the missed vote on the earlier approved May 15<sup>th</sup>, 2017 executive minutes.

**Business & Financial Report**

- a. Account Listings
  - (i) Checking **\$1,113,542.76**
  - (ii) Investments: **\$2,478,437.26**
- b. Balance Sheet
- c. Investment Schedule
- d. Current Budget
- e. Accounts Receivable Reports
- f. Uncollectible Reports – December **2017, \$8,057.56**

Motion made by Secretary Cowley and seconded by Vice Chair Davis to approve the Uncollectible Report for December 2017 in the amount of \$8,057.56

Motion passed as written. Roll call vote;

Chairperson Hloben-Yea	Treasurer Hennessey—Yea	Director Weffelmeyer--Yea
Director Kays --Yea	Vice Chair Davis—Yea	Secretary Cowley--Yea

Approval of District Bills **November 2017 for \$244,832.3 including 11/10/2017 and 11/24/2017 payrolls.**

Motion made by Secretary Cowley and Seconded by Treasurer Hennessey to approve of District Bills **November 2017 for \$244,832.3 including 11/10/2017 and 11/24/2017 payrolls**

Motion passed as written. Roll call vote:

Chairperson Hloben-Yea	Treasurer Hennessey—Yea	Director Weffelmeyer--Yea
Director Kays --Yea	Vice Chair Davis—Yea	Secretary Cowley--Yea

Motion to close open and adjourn at 6:40 pm by Vice Chair Davis and Seconded by Secretary Cowley.

Motion passed as written. Roll call vote:

Chairperson Hloben-Yea	Treasurer Hennessey—Yea	Director Weffelmeyer--Yea
Director Kays --Yea	Vice Chair Davis—Yea	Secretary Cowley--Yea

(SEAL)

ATTEST \_\_\_\_\_

ATTEST \_\_\_\_\_

7:30 AM

12/30/17

**North Jefferson County EMS**  
**Account Listing**  
**December 30, 2017**

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<u>Account</u>	<u>Type</u>	<u>Balance To...</u>	<u>Description</u>
General Checking	Bank	1,769,873.09	Commerce Bank Checking
Healthcare Fund *35392	Bank	3,680.64	
Capital Market Investments	Bank	2,480,000.00	Commerce Bank Investment Account/Agency Discount Notes/...
Sam's Club Credit	Credit Card	0.00	Sam's Club Credit Card..Membership number: 10159150592...
Visa/Commerce Bank	Credit Card	1,606.37	Commerce Bank Visa

North Jefferson County EMS  
**Balance Sheet**  
As of November 30, 2017

	<u>Nov 30, 17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Commerce Trust-Escrow	138,911.79
General Checking	1,124,718.62
Healthcare Fund *35392	20,512.57
Capital Market Investments	2,480,000.00
<b>Total Checking/Savings</b>	<u>3,764,142.98</u>
<b>Total Current Assets</b>	<u>3,764,142.98</u>
<b>TOTAL ASSETS</b>	<b><u>3,764,142.98</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
Visa/Commerce Bank	987.53
<b>Total Credit Cards</b>	<u>987.53</u>
<b>Total Current Liabilities</b>	<u>987.53</u>
<b>Total Liabilities</b>	987.53
<b>Equity</b>	
3900 - Fund Balance	3,839,167.93
Net Income	-76,012.48
<b>Total Equity</b>	<u>3,763,155.45</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>3,764,142.98</u></b>

7:32 AM  
 12/30/17  
 Cash Basis

North Jefferson County EMS  
**Budget**  
 November 2017 through October 2018

	<u>Nov '17 - Oct 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Beginning Fund Balance	0	3,731,209	(3,731,209)	0%
49900 · Uncategorized Income	656			
<b>REVENUES</b>	<u>1,010,951</u>	<u>3,043,000</u>	<u>(2,032,049)</u>	<u>33%</u>
<b>OTHER FUNDING SOURCES</b>	<u>0</u>	<u>6,000</u>	<u>(6,000)</u>	<u>0%</u>
<b>Total Income</b>	<u>1,011,607</u>	<u>6,780,209</u>	<u>(5,768,602)</u>	<u>15%</u>
<b>Gross Profit</b>	<u>1,011,607</u>	<u>6,780,209</u>	<u>(5,768,602)</u>	<u>15%</u>
<b>Expense</b>				
GENERAL DISTRICT OPERAT...	79,120	1,759,100	(1,679,980)	4%
BUILDING/GROUNDS	30,311	101,100	(70,789)	30%
EMS OPERATIONS	32,094	90,950	(58,856)	35%
PERSONNEL WAGES & BENE...	302,301	2,079,879	(1,777,578)	15%
PUBLIC RELATIONS	3,332	16,800	(13,468)	20%
VEHICLE OPERATIONS	12,758	107,380	(94,622)	12%
Reserve Operating Funds	0	125,000	(125,000)	0%
Ending Fund Balance	<u>0</u>	<u>2,500,000</u>	<u>(2,500,000)</u>	<u>0%</u>
<b>Total Expense</b>	<u>459,916</u>	<u>6,780,209</u>	<u>(6,320,293)</u>	<u>7%</u>
<b>Net Ordinary Income</b>	<u>551,691</u>	<u>0</u>	<u>551,691</u>	<u>100%</u>
<b>Net Income</b>	<u><b>551,691</b></u>	<u><b>0</b></u>	<u><b>551,691</b></u>	<u><b>100%</b></u>

7:31 AM  
12/30/17  
Cash Basis

North Jefferson County EMS  
Budget  
November 2017 through October 2018

	Nov '17 - Oct 18	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Beginning Fund Balance	0	3,731,209	(3,731,209)	0%
49900 · Uncategorized Income	656			
<b>REVENUES</b>				
PCR Duplication Fees	26			
Ambulance Net Income	122,093	630,000	(507,907)	19%
Education and Training Fees	0	1,000	(1,000)	0%
Interest Income	4,311	12,000	(7,689)	36%
Taxes-Real & Property	601,705	1,000,000	(398,295)	60%
Taxes-Sales	282,816	1,400,000	(1,117,184)	20%
<b>Total REVENUES</b>	<b>1,010,951</b>	<b>3,043,000</b>	<b>(2,032,049)</b>	<b>33%</b>
<b>OTHER FUNDING SOURCES</b>				
Proceeds from Sale of Assets	0	6,000	(6,000)	0%
<b>Total OTHER FUNDING SOURCES</b>	<b>0</b>	<b>6,000</b>	<b>(6,000)</b>	<b>0%</b>
<b>Total Income</b>	<b>1,011,607</b>	<b>6,780,209</b>	<b>(5,768,602)</b>	<b>15%</b>
<b>Gross Profit</b>	<b>1,011,607</b>	<b>6,780,209</b>	<b>(5,768,602)</b>	<b>15%</b>
<b>Expense</b>				
<b>GENERAL DISTRICT OPERATIONS</b>				
<b>Administrative Costs</b>				
Equipment	33	500	(467)	7%
Licensing/Professional Fees	0	200	(200)	0%
Postage	765	3,200	(2,435)	24%
Service Agreements	722	4,500	(3,778)	16%
Supplies	80	2,500	(2,420)	3%
<b>Total Administrative Costs</b>	<b>1,599</b>	<b>10,900</b>	<b>(9,301)</b>	<b>15%</b>
<b>Capital Purchases</b>	<b>11,010</b>	<b>1,391,500</b>	<b>(1,380,490)</b>	<b>1%</b>
<b>Communications/Data</b>	<b>530</b>	<b>0</b>	<b>530</b>	<b>100%</b>
<b>Election of Board Director(s)</b>	<b>0</b>	<b>20,000</b>	<b>(20,000)</b>	<b>0%</b>
<b>Grant Allocation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Insurance Premium</b>	<b>9,477</b>	<b>13,300</b>	<b>(3,823)</b>	<b>71%</b>
<b>IT</b>				
IT Maintenance/Support	21,326	30,000	(8,674)	71%
<b>Total IT</b>	<b>21,326</b>	<b>30,000</b>	<b>(8,674)</b>	<b>71%</b>
<b>Lease Payments</b>	<b>20,990</b>	<b>252,000</b>	<b>(231,010)</b>	<b>8%</b>
<b>Professional Services</b>				
Accounting Services	7,620	11,000	(3,380)	69%
Banking Fees	26	500	(474)	5%
Consulting Agreements	805	300	505	268%
Legal Services	2,951	11,000	(8,049)	27%
Payroll/HR Services	2,786	17,000	(14,214)	16%
<b>Total Professional Services</b>	<b>14,188</b>	<b>39,800</b>	<b>(25,612)</b>	<b>36%</b>
<b>Subscriptions/Memberships</b>	<b>0</b>	<b>1,600</b>	<b>(1,600)</b>	<b>0%</b>
<b>Total GENERAL DISTRICT OPERATIONS</b>	<b>79,120</b>	<b>1,759,100</b>	<b>(1,679,980)</b>	<b>4%</b>
<b>BUILDING/GROUNDS</b>				
Equipment	619	5,000	(4,381)	12%
Insurance Premium	12,554	12,000	554	105%
Maintenance	1,470	25,600	(24,130)	6%
Materials & Supplies	2,805	5,000	(2,195)	56%



7:31 AM  
12/30/17  
Cash Basis

North Jefferson County EMS  
Budget  
November 2017 through October 2018

	Nov '17 - Oct 18	Budget	\$ Over Budget	% of Budget
<b>New Projects</b>	1,764	2,000	(236)	88%
<b>Repairs</b>	2,214	5,000	(2,786)	44%
<b>Utilities</b>				
<b>Electric</b>	4,943	17,000	(12,057)	29%
<b>Communications</b>	2,300	15,150	(12,850)	15%
<b>Natural Gas</b>	429	4,300	(3,871)	10%
<b>Sewer</b>	152	2,000	(1,848)	8%
<b>Trash Removal</b>	627	6,250	(5,623)	10%
<b>Water</b>	433	1,800	(1,367)	24%
<b>Total Utilities</b>	8,884	46,500	(37,616)	19%
<b>Total BUILDING/GROUNDS</b>	30,311	101,100	(70,789)	30%
<b>EMS OPERATIONS</b>				
<b>Communications</b>	606	8,150	(7,544)	7%
<b>Damages &amp; Loses</b>	0	3,000	(3,000)	0%
<b>District Issued Attire</b>	1,067	6,000	(4,933)	18%
<b>Equipment</b>	369	22,100	(21,731)	2%
<b>Maintenance &amp; Repairs</b>	3,943	6,700	(2,757)	59%
<b>Materials &amp; Supplies</b>	26,110	45,000	(18,890)	58%
<b>Radio Maintenance/Equipment</b>	0	0	0	0%
<b>Total EMS OPERATIONS</b>	32,094	90,950	(58,856)	35%
<b>PERSONNEL WAGES &amp; BENEFITS</b>				
<b>Benefit Administration</b>	624	3,100	(2,476)	20%
<b>Group Insurance</b>				
<b>HSA</b>	0	51,000	(51,000)	0%
<b>Medical</b>	49,481	235,000	(185,519)	21%
<b>Pharmacy</b>	6,063	35,000	(28,937)	17%
<b>Retiree Insurance Stipend</b>	1,306	18,000	(16,695)	7%
<b>Total Group Insurance</b>	56,849	339,000	(282,151)	17%
<b>Health/Wellness</b>				
<b>Alcohol/Drug Testing</b>	0	1,500	(1,500)	0%
<b>Equipment</b>	310	1,250	(940)	25%
<b>Materials &amp; Supplies</b>	0	1,300	(1,300)	0%
<b>Medical Claims &gt;\$1000</b>	0	2,000	(2,000)	0%
<b>Wellness Screenings</b>	950	11,000	(10,050)	9%
<b>Total Health/Wellness</b>	1,260	17,050	(15,790)	7%
<b>Recruitment/Procurement</b>	120	5,000	(4,880)	2%
<b>Training &amp; Education</b>				
<b>Classes /Trainings/Conferences</b>	4,258	38,800	(34,542)	11%
<b>Education Allowance</b>	2,423	9,500	(7,077)	26%
<b>Equipment</b>	291	5,250	(4,959)	6%
<b>Materials &amp; Supplies</b>	65			
<b>Meal Service</b>	639	1,500	(861)	43%
<b>Travel</b>	316			
<b>Total Training &amp; Education</b>	7,992	55,050	(47,058)	15%
<b>Wages &amp; Benefits</b>				
<b>Board Director Reimbursement</b>	2,284	3,600	(1,316)	63%
<b>Duty Pay</b>	0	0	0	0%
<b>FICA Tax</b>	16,294	113,281	(96,987)	14%
<b>Holiday Pay</b>	0	0	0	0%
<b>Longevity</b>	0	0	0	0%
<b>Teaching Overtime</b>	0	0	0	0%

7:31 AM  
 12/30/17  
 Cash Basis

North Jefferson County EMS  
**Budget**  
 November 2017 through October 2018

	Nov '17 - Oct 18	Budget	\$ Over Budget	% of Budget
Uniform Allowance	0	0	0	0%
Wages (FT)	180,735	1,276,171	(1,095,436)	14%
Wages (PT)	35,907	204,627	(168,720)	18%
Workers Compensation	0	63,000	(63,000)	0%
Wages & Benefits - Other	50			
<b>Total Wages &amp; Benefits</b>	<b>235,270</b>	<b>1,660,679</b>	<b>(1,425,409)</b>	<b>14%</b>
<b>PERSONNEL WAGES &amp; BENEFITS - O...</b>	<b>186</b>			
<b>Total PERSONNEL WAGES &amp; BENEFITS</b>	<b>302,301</b>	<b>2,079,879</b>	<b>(1,777,578)</b>	<b>15%</b>
<b>PUBLIC RELATIONS</b>				
Community Outreach	1,589	5,200	(3,611)	31%
Materials & Supplies	76	4,500	(4,424)	2%
Staff Appreciation/Recognition	1,667	7,100	(5,433)	23%
<b>Total PUBLIC RELATIONS</b>	<b>3,332</b>	<b>16,800</b>	<b>(13,468)</b>	<b>20%</b>
<b>VEHICLE OPERATIONS</b>				
Equipment	0	13,000	(13,000)	0%
Fuel	2,635	20,000	(17,365)	13%
Insurance Premium	7,538	13,000	(5,462)	58%
Maintenance	1,193	20,380	(19,187)	6%
Materials & Supplies	167	1,000	(833)	17%
Repairs	1,226	40,000	(38,774)	3%
<b>Total VEHICLE OPERATIONS</b>	<b>12,758</b>	<b>107,380</b>	<b>(94,622)</b>	<b>12%</b>
Reserve Operating Funds	0	125,000	(125,000)	0%
Ending Fund Balance	0	2,500,000	(2,500,000)	0%
<b>Total Expense</b>	<b>459,916</b>	<b>6,780,209</b>	<b>(6,320,293)</b>	<b>7%</b>
<b>Net Ordinary Income</b>	<b>551,691</b>	<b>0</b>	<b>551,691</b>	<b>100%</b>
<b>Net Income</b>	<b>551,691</b>	<b>0</b>	<b>551,691</b>	<b>100%</b>

7:43 AM

North Jefferson County Ambulance District-Pension  
**Balance Sheet**

12/30/17

As of November 30, 2017

Cash Basis

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	<u>Nov 30, 17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Cash in bank	62,234.95
Investments	1,766,427.18
<b>Total Checking/Savings</b>	<u>1,828,662.13</u>
<b>Total Current Assets</b>	<u>1,828,662.13</u>
<b>TOTAL ASSETS</b>	<b><u>1,828,662.13</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Fund Balance	1,827,768.10
Net Income	894.03
<b>Total Equity</b>	<u>1,828,662.13</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,828,662.13</u></b>

**North Jefferson County Ambulance District-Pension  
Profit & Loss Budget vs. Actual  
November 2017 through October 2018**

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	<u>Nov '17 - Oct 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>			
Investment Earnings	0.00	0.00	0.00
Taxes, penalties & interest	103,252.86	177,806.00	-74,553.14
<b>Total Income</b>	103,252.86	177,806.00	-74,553.14
<b>Expense</b>			
Administrative Fees	0.00	500.00	-500.00
Benefits paid	0.00	177,306.00	-177,306.00
<b>Total Expense</b>	0.00	177,806.00	-177,806.00
<b>Net Income</b>	<b><u>103,252.86</u></b>	<b><u>0.00</u></b>	<b><u>103,252.86</u></b>

01/16/18

**North Jefferson County EMS**  
**Payment Listing Pending Board Approval**

December 2017

Type	Date	Num	Name	Account	Split	Paid Amount
<b>A-1 Quality Carpet Cleaning Corporation</b>						
Check	12/11/2017	Bill Pay	A-1 Quality Carpet Cl...	General Checki...	Repairs	-775.00
Total A-1 Quality Carpet Cleaning Corporation						-775.00
<b>ADP, Inc</b>						
Check	12/11/2017	EFT	ADP, Inc	General Checki...	Payroll/HR Services	-1,393.14
Total ADP, Inc						-1,393.14
<b>Amazon</b>						
Check	12/11/2017	Bill Pay	Amazon	General Checki...	Materials & Supplies	-1,741.88
Total Amazon						-1,741.88
<b>Ameren UE</b>						
Check	12/08/2017	AUTOP...	Ameren UE	General Checki...	Electric	-510.54
Check	12/27/2017	Bill Pay	Ameren UE	General Checki...	Electric	-1,108.88
Check	12/27/2017	Billpay	Ameren UE	General Checki...	Electric	-510.54
Check	12/28/2017	Autopay	Ameren UE	General Checki...	Electric	-1,108.88
Total Ameren UE						-3,238.84
<b>At&amp;t</b>						
Check	12/20/2017	EFT	At&t	General Checki...	Communications/Data	-264.75
Total At&t						-264.75
<b>Barton Lawn Care</b>						
Check	12/01/2017	Bill Pay	Barton Lawn Care	General Checki...	New Projects	-126.00
Check	12/11/2017	Billpay	Barton Lawn Care	General Checki...	Maintenance	-1,260.00
Check	12/29/2017	Bill Pay	Barton Lawn Care	General Checki...	New Projects	-1,035.00
Total Barton Lawn Care						-2,421.00
<b>Bound Tree Medical LLC</b>						
Check	12/06/2017	Billpay	Bound Tree Medical ...	General Checki...	Materials & Supplies	-444.53
Check	12/06/2017	Billpay	Bound Tree Medical ...	General Checki...	Materials & Supplies	-17,569.97
Check	12/11/2017	Bill Pay	Bound Tree Medical ...	General Checki...	-SPLIT-	-299.94
Total Bound Tree Medical LLC						-18,314.44
<b>Broadtek</b>						
Check	12/01/2017	Bill Pay	Broadtek	General Checki...	IT Maintenance/Support	-1,599.25
Check	12/11/2017	Bill Pay	Broadtek	General Checki...	IT Maintenance/Support	-219.75
Total Broadtek						-1,819.00
<b>CDW-G Government, Inc.</b>						
Check	12/11/2017	Bill Pay	CDW-G Government,...	General Checki...	IT Maintenance/Support	-87.40
Total CDW-G Government, Inc.						-87.40
<b>Channing Bete Company</b>						
Check	12/01/2017	Bill Pay	Channing Bete Comp...	General Checki...	Classes /Trainings/Conferences	-39.95
Total Channing Bete Company						-39.95
<b>CPI Qualified Plan Consultants</b>						
Check	12/07/2017	EFT/PA...	CPI Qualified Plan C...	General Checki...	Wages (FT)	-850.35
Check	12/22/2017	EFT/PA...	CPI Qualified Plan C...	General Checki...	Wages (FT)	-850.35
Total CPI Qualified Plan Consultants						-1,700.70
<b>EA Medical</b>						

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Type	Date	Num	Name	Account	Split	Paid Amount
Check	12/01/2017	Bill Pay	EA Medical	General Checki...	-SPLIT-	-283.50
Total EA Medical						-283.50
<b>Ecchic Group, Inc.</b>						
Check	12/11/2017	Billpay	Ecchic Group, Inc.	General Checki...	Benefit Administration	-108.00
Total Ecchic Group, Inc.						-108.00
<b>EMS Legal Services</b>						
Check	12/21/2017	Bill Pay	EMS Legal Services	General Checki...	Legal Services	-750.00
Total EMS Legal Services						-750.00
<b>EMS Technology Solutions, LLC</b>						
Check	12/29/2017	AutoPay	EMS Technology Sol...	General Checki...	IT Maintenance/Support	-160.00
Total EMS Technology Solutions, LLC						-160.00
<b>EMSAR St. Louis</b>						
Check	12/11/2017	Bill Pay	EMSAR St. Louis	General Checki...	Maintenance & Repairs	-97.91
Total EMSAR St. Louis						-97.91
<b>Hanneke Outdoor Services</b>						
Check	12/01/2017	Bill Pay	Hanneke Outdoor Se...	General Checki...	Capital Purchases	-5,100.00
Total Hanneke Outdoor Services						-5,100.00
<b>Harber Construction Company, LLC</b>						
Check	12/12/2017	Bill Pay	Harber Construction ...	General Checki...	Repairs	-700.00
Total Harber Construction Company, LLC						-700.00
<b>Jim Brown</b>						
Check	12/12/2017	Bill Pay	Jim Brown	General Checki...	New Projects	-603.20
Total Jim Brown						-603.20
<b>Lawn Systems Ic.</b>						
Check	12/21/2017	Bill Pay	Lawn Systems Ic.	General Checki...	Capital Purchases	-5,910.00
Total Lawn Systems Ic.						-5,910.00
<b>Leon Uniform Company Corporation</b>						
Check	12/01/2017	Bill Pay	Leon Uniform Compa...	General Checki...	District Issued Attire	-47.74
Check	12/11/2017	Bill Pay	Leon Uniform Compa...	General Checki...	District Issued Attire	-47.98
Total Leon Uniform Company Corporation						-95.72
<b>Marco Technologies LLC</b>						
Check	12/19/2017	Autopay	Marco Technologies ...	General Checki...	Service Agreements	-40.00
Total Marco Technologies LLC						-40.00
<b>MCA Management Company DBA</b>						
Check	12/29/2017	Bill Pay	MCA Management C...	General Checki...	Ambulance Net Income	-667.06
Total MCA Management Company DBA						-667.06
<b>MOPERM</b>						
Check	12/15/2017	Billpay	MOPERM	General Checki...	-SPLIT-	-29,569.00
Total MOPERM						-29,569.00
<b>NJCAD Pension Transfer</b>						

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Type	Date	Num	Name	Account	Split	Paid Amount
Check	12/14/2017	TRAN	NJCAD Pension Tran...	General Checki...	Taxes-Real & Property	-6,524.16
Check	12/22/2017	TRAN	NJCAD Pension Tran...	General Checki...	Taxes-Real & Property	-95,834.67
Total NJCAD Pension Transfer						-102,358.83
<b>Northeast Public Sewer District</b>						
Check	12/01/2017	Billpay	Northeast Public Sew...	General Checki...	Sewer	-68.97
Check	12/29/2017	Billpay	Northeast Public Sew...	General Checki...	Sewer	-82.94
Total Northeast Public Sewer District						-151.91
<b>OzArc Gas Equipment &amp; Supply, Inc.</b>						
Check	12/11/2017	BILLPAY	OzArc Gas Equipme...	General Checki...	Materials & Supplies	-81.50
Check	12/21/2017	Bill Pay	OzArc Gas Equipme...	General Checki...	Materials & Supplies	-31.80
Check	12/29/2017	BILLPAY	OzArc Gas Equipme...	General Checki...	Materials & Supplies	-127.00
Total OzArc Gas Equipment & Supply, Inc.						-240.30
<b>Payroll</b>						
Check	12/07/2017	TRANS	Payroll	General Checki...	-SPLIT-	-35,542.84
Check	12/07/2017	TRANS	Payroll	General Checki...	-SPLIT-	-15,001.75
Check	12/22/2017	TRANS	Payroll	General Checki...	-SPLIT-	-33,714.39
Check	12/22/2017	TRANS	Payroll	General Checki...	-SPLIT-	-14,288.64
Total Payroll						-98,547.62
<b>Pitney Bowes-Purchase Power</b>						
Check	12/11/2017	Billpay	Pitney Bowes-Purcha...	General Checki...	Postage	-402.50
Total Pitney Bowes-Purchase Power						-402.50
<b>Pitney Bowes-Rental</b>						
Check	12/29/2017	Autopay	Pitney Bowes-Rental	General Checki...	Postage	-181.44
Total Pitney Bowes-Rental						-181.44
<b>Public Water Supply District #2</b>						
Check	12/01/2017	Billpay	Public Water Supply ...	General Checki...	Water	-213.64
Check	12/08/2017	Billpay	Public Water Supply ...	General Checki...	Water	-83.02
Check	12/29/2017	Billpay	Public Water Supply ...	General Checki...	Water	-95.46
Total Public Water Supply District #2						-392.12
<b>Rescue Repair, Inc.</b>						
Check	12/01/2017	Bill Pay	Rescue Repair, Inc.	General Checki...	Maintenance	-785.06
Check	12/01/2017	Billpay	Rescue Repair, Inc.	General Checki...	Repairs	-151.25
Total Rescue Repair, Inc.						-936.31
<b>Robert K. Sweeney</b>						
Check	12/01/2017	Bill Pay	Robert K. Sweeney	General Checki...	Legal Services	-882.50
Check	12/11/2017	Bill Pay	Robert K. Sweeney	General Checki...	Legal Services	-1,318.50
Total Robert K. Sweeney						-2,201.00
<b>Sam's Club</b>						
Check	12/11/2017	Bill Pay	Sam's Club	General Checki...	Sam's Club Credit	-76.02
Total Sam's Club						-76.02
<b>Spectrum Business</b>						
Check	12/06/2017	Autopay	Spectrum Business	General Checki...	Communications	-685.21
Total Spectrum Business						-685.21

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Type	Date	Num	Name	Account	Split	Paid Amount
<b>Spinner &amp; Kummer, P.C.</b>						
Check	12/06/2017	Autopay	Spinner & Kummer, ...	General Checki...	Accounting Services	-340.00
Check	12/15/2017	Autopay	Spinner & Kummer, ...	General Checki...	Accounting Services	-340.00
Check	12/21/2017	Bill Pay	Spinner & Kummer, ...	General Checki...	Accounting Services	-6,600.00
Total Spinner & Kummer, P.C.						-7,280.00
<b>Spire (formerly Laclede Gas)</b>						
Check	12/08/2017	Autopay	Spire (formerly Lacle...	General Checki...	Natural Gas	-124.01
Check	12/28/2017	Autopay	Spire (formerly Lacle...	General Checki...	Natural Gas	-166.47
Total Spire (formerly Laclede Gas)						-290.48
<b>SSM Executive Health Program</b>						
Check	12/11/2017	Bill Pay	SSM Executive Healt...	General Checki...	Wellness Screenings	-950.00
Total SSM Executive Health Program						-950.00
<b>SSM St. Clare Health Center</b>						
Check	12/21/2017	Bill Pay	SSM St. Clare Health...	General Checki...	Materials & Supplies	-1,284.00
Total SSM St. Clare Health Center						-1,284.00
<b>SSM St. Mary's Health Center</b>						
Check	12/21/2017	Bill Pay	SSM St. Mary's Healt...	General Checki...	Materials & Supplies	-65.34
Total SSM St. Mary's Health Center						-65.34
<b>St. Louis Area Map, Inc.</b>						
Check	12/12/2017	Bill Pay	St. Louis Area Map, I...	General Checki...	Materials & Supplies	-167.10
Total St. Louis Area Map, Inc.						-167.10
<b>Standard Insurance Company</b>						
Check	12/13/2017	EFT	Standard Insurance ...	General Checki...	Medical	-2,763.56
Total Standard Insurance Company						-2,763.56
<b>Sumner Group Solutions</b>						
Check	12/01/2017	Bill Pay	Sumner Group Soluti...	General Checki...	IT Maintenance/Support	-168.35
Total Sumner Group Solutions						-168.35
<b>TASC-HRA</b>						
Check	12/04/2017	TRANS	TASC-HRA	General Checki...	Retiree Insurance Stipend	-592.00
Total TASC-HRA						-592.00
<b>The Crane Agency</b>						
Check	12/11/2017	Bill Pay	The Crane Agency	General Checki...	Insurance Premium	-3,115.00
Total The Crane Agency						-3,115.00
<b>Translite LLC</b>						
Check	12/11/2017	EFT	Translite LLC	General Checki...	Service Agreements	-49.51
Total Translite LLC						-49.51
<b>Treetop Enterprises Inc.</b>						
Check	12/01/2017	Bill Pay	Treetop Enterprises I...	General Checki...	District Issued Attire	-32.50
Check	12/11/2017	Bill Pay	Treetop Enterprises I...	General Checki...	Community Outreach	-487.69
Check	12/29/2017	Bill Pay	Treetop Enterprises I...	General Checki...	District Issued Attire	-150.00
Total Treetop Enterprises Inc.						-670.19
<b>TriTech Emergency Medical Systems Inc.</b>						



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Type	Date	Num	Name	Account	Split	Paid Amount
Check	12/15/2017	EFT	TriTech Emergency ...	General Checki...	IT Maintenance/Support	-635.77
Total TriTech Emergency Medical Systems Inc.						-635.77
<b>VAIRKKO</b>						
Check	12/29/2017	Autopay	VAIRKKO	General Checki...	IT Maintenance/Support	-395.00
Total VAIRKKO						-395.00
<b>Verizon Wireless</b>						
Check	12/08/2017	Billpay	Verizon Wireless	General Checki...	Communications	-187.46
Check	12/29/2017	Bill Pay	Verizon Wireless	General Checki...	-SPLIT-	-51.96
Total Verizon Wireless						-239.42
<b>Visa/Commerce Bank</b>						
Check	12/19/2017	TRANS	Visa/Commerce Bank	General Checki...	Visa/Commerce Bank	-7,991.33
Total Visa/Commerce Bank						-7,991.33
<b>Weis Comfort Systems, Inc.</b>						
Check	12/21/2017	Bill Pay	Weis Comfort Syste...	General Checki...	Repairs	0.00
Total Weis Comfort Systems, Inc.						0.00
<b>Windsor Benefit Solutions</b>						
Check	12/01/2017	Bill Pay	Windsor Benefit Solut...	General Checki...	Benefit Administration	-300.00
Total Windsor Benefit Solutions						-300.00
<b>Wright Express FSC</b>						
Check	12/06/2017	EFT	Wright Express FSC	General Checki...	Fuel	-1,089.08
Total Wright Express FSC						-1,089.08
<b>Boehm, Joanthan</b>						
Check	12/08/2017	18916	Boehm, Joanthan	General Checki...	Wages (FT)	-115.44
Total Boehm, Joanthan						-115.44
<b>Bryan, Christopher</b>						
Check	12/08/2017	18919	Bryan, Christopher	General Checki...	Wages (FT)	-115.44
Total Bryan, Christopher						-115.44
<b>Buss, Kathy A</b>						
Check	12/08/2017	18917	Buss, Kathy A	General Checki...	Wages (FT)	-115.43
Total Buss, Kathy A						-115.43
<b>Coleman, Jennifer M</b>						
Check	12/18/2017	18925	Coleman, Jennifer M	General Checki...	PERSONNEL WAGES & BENE...	-186.09
Total Coleman, Jennifer M						-186.09
<b>Gunning, Laura L</b>						
Check	12/08/2017	18918	Gunning, Laura L	General Checki...	Wages (FT)	-85.44
Total Gunning, Laura L						-85.44
<b>Scott, Kimberly</b>						
Check	12/18/2017	18926	Scott, Kimberly	General Checki...	Wages & Benefits	-49.65
Total Scott, Kimberly						-49.65
<b>Coventry Health Care</b>						

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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Account</u>	<u>Split</u>	<u>Paid Amount</u>
Check	12/15/2017	18920	Coventry Health Care	General Checki...	Ambulance Net Income	-115.12
Total Coventry Health Care						-115.12
<b>Joseph Gisi</b>						
Check	12/15/2017	18921	Joseph Gisi	General Checki...	Ambulance Net Income	-50.00
Total Joseph Gisi						-50.00
<b>MO HealthNet Division</b>						
Check	12/15/2017	18922	MO HealthNet Division	General Checki...	-SPLIT-	-216.17
Total MO HealthNet Division						-216.17
<b>UHC Recovery Services</b>						
Check	12/15/2017	18923	UHC Recovery Servi...	General Checki...	-SPLIT-	-57.76
Total UHC Recovery Services						-57.76
<b>UHC Recovery Services Lock Box</b>						
Check	12/15/2017	18924	UHC Recovery Servi...	General Checki...	Ambulance Net Income	-2.13
Total UHC Recovery Services Lock Box						-2.13
<b>No name</b>						
Check	12/15/2017	TRANS		General Checki...	Accounting Services	-15.00
Total no name						-15.00
<b>TOTAL</b>						<b>-311,223.55</b>

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Paid Amount</u>
<b>Ecchic Group, Inc.</b>				
12/14/2017	Billpay	Ecchic Group, Inc.	Benefit Administration	-108.00
Total Ecchic Group, Inc.				-108.00
<b>ProCare PBM</b>				
12/01/2017	Billpay	ProCare PBM	Pharmacy	-399.12
12/21/2017	Billpay	ProCare PBM	Pharmacy	-1,304.91
Total ProCare PBM				-1,704.03
<b>TASC-HSA</b>				
12/05/2017	TRANS	TASC-HSA	Medical	-1,000.00
12/11/2017	EFT/PA...	TASC-HSA	Wages (FT)	-1,413.05
12/22/2017	EFT/PA...	TASC-HSA	Wages (FT)	-1,086.13
Total TASC-HSA				-3,499.18
<b>UHC</b>				
12/13/2017	Online	UHC	Medical	-10,362.51
Total UHC				-10,362.51
<b>Coleman, Jennifer M</b>				
12/04/2017	Bill Pay	Coleman, Jennifer M	Medical	-248.43
Total Coleman, Jennifer M				-248.43
<b>No name</b>				
12/14/2017	TRANS		Banking Fees	-15.00
Total no name				-15.00
<b>TOTAL</b>				<b>-15,937.15</b>

**North Jefferson County EMS**  
**Deposits for Board Approval**  
**December 2017**

Date	Split	Paid Amount
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
<b>General Checking</b>		
12/01/2017	Interest Income	225.12
12/01/2017	Ambulance Net Income	636.29
12/01/2017	Ambulance Net Income	795.08
12/01/2017	Ambulance Net Income	998.34
12/04/2017	Ambulance Net Income	374.79
12/04/2017	Ambulance Net Income	13.67
12/04/2017	Ambulance Net Income	1,532.50
12/04/2017	Ambulance Net Income	1,882.47
12/05/2017	Ambulance Net Income	347.00
12/05/2017	Ambulance Net Income	825.00
12/05/2017	Ambulance Net Income	1,412.32
12/05/2017	Ambulance Net Income	404.86
12/05/2017	Ambulance Net Income	95.96
12/05/2017	Ambulance Net Income	222.45
12/05/2017	Interest Income	173.26
12/06/2017	-SPLIT-	1,151.48
12/06/2017	Ambulance Net Income	100.00
12/06/2017	Ambulance Net Income	1,593.95
12/06/2017	Ambulance Net Income	221.21
12/06/2017	Ambulance Net Income	8.96
12/07/2017	Ambulance Net Income	2,228.06
12/07/2017	Ambulance Net Income	1,082.18
12/07/2017	Ambulance Net Income	417.60
12/07/2017	Ambulance Net Income	642.00
12/07/2017	Ambulance Net Income	1,248.00
12/07/2017	Ambulance Net Income	384.74
12/07/2017	Taxes-Sales	156,815.00
12/08/2017	Ambulance Net Income	788.08
12/08/2017	Ambulance Net Income	97.13
12/12/2017	Ambulance Net Income	611.30
12/12/2017	Ambulance Net Income	50.00
12/12/2017	Ambulance Net Income	93.92
12/12/2017	Ambulance Net Income	1,148.55
12/12/2017	Ambulance Net Income	99.17
12/12/2017	Ambulance Net Income	2,932.38
12/13/2017	Ambulance Net Income	271.05
12/13/2017	Ambulance Net Income	92.17
12/13/2017	Ambulance Net Income	371.89
12/13/2017	Ambulance Net Income	221.64
12/13/2017	Taxes-Real & Property	44,489.09
12/14/2017	Ambulance Net Income	709.03
12/14/2017	Ambulance Net Income	5.00
12/14/2017	-SPLIT-	13.00
12/14/2017	Ambulance Net Income	513.60
12/14/2017	Ambulance Net Income	810.00
12/14/2017	Taxes-Sales	37,054.21
12/15/2017	Ambulance Net Income	3,079.74
12/15/2017	Ambulance Net Income	50.00
12/15/2017	PCR Duplication Fees	6.50
12/15/2017	Ambulance Net Income	476.29
12/15/2017	Ambulance Net Income	392.29
12/16/2017	Ambulance Net Income	520.04
12/16/2017	Ambulance Net Income	228.78
12/16/2017	Ambulance Net Income	5,148.07
12/19/2017	Ambulance Net Income	749.70
12/19/2017	Ambulance Net Income	1,664.89

**North Jefferson County EMS  
Deposits for Board Approval  
December 2017**

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<u>Date</u>	<u>Split</u>	<u>Paid Amount</u>
12/19/2017	Ambulance Net Income	1,132.89
12/19/2017	Ambulance Net Income	428.14
12/20/2017	Ambulance Net Income	91.73
12/20/2017	Ambulance Net Income	95.38
12/20/2017	Ambulance Net Income	693.71
12/20/2017	Ambulance Net Income	307.05
12/21/2017	Ambulance Net Income	932.32
12/21/2017	Ambulance Net Income	194.06
12/21/2017	Ambulance Net Income	561.60
12/21/2017	Ambulance Net Income	186.83
12/21/2017	Taxes-Real & Property	653,508.76
12/21/2017	Insurance Premium	3,115.00
12/22/2017	Ambulance Net Income	413.29
12/22/2017	Ambulance Net Income	4,549.77
12/22/2017	Ambulance Net Income	409.79
12/23/2017	Ambulance Net Income	572.54
12/26/2017	Ambulance Net Income	566.34
12/26/2017	Ambulance Net Income	50.00
12/27/2017	Ambulance Net Income	1,612.87
12/27/2017	Ambulance Net Income	2,498.00
12/28/2017	Ambulance Net Income	678.45
12/28/2017	Ambulance Net Income	509.98
12/28/2017	PCR Duplication Fees	6.50
12/28/2017	Ambulance Net Income	94.36
12/28/2017	Ambulance Net Income	878.52
12/28/2017	Ambulance Net Income	150.84
12/29/2017	Ambulance Net Income	903.56
12/29/2017	Ambulance Net Income	395.79
12/29/2017	Ambulance Net Income	133.05
12/29/2017	Ambulance Net Income	718.02
12/29/2017	Ambulance Net Income	88.96
12/29/2017	Ambulance Net Income	1,271.40
12/29/2017	Ambulance Net Income	62.84
Total General Checking		<u>956,332.14</u>
Total Checking/Savings		<u>956,332.14</u>
Total Current Assets		<u>956,332.14</u>
<b>TOTAL ASSETS</b>		<b><u>956,332.14</u></b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<u>                    </u>