



Board Packet

Regular Open Meeting – August 19th, 2013 at 6:00pm

Board of Directors

Chairperson: Carla Hloben – 2014

Vice-Chairperson: Tasha Schriewer – 2014

Treasurer: Kathy Hennessey– 2015

Secretary: Rebecca Cowley – 2015

Director: Diana Davis – 2015

Director: Julia Vessells– 2015

Administrative Staff

Chief: Jamie Guinn

Business Manager: Jennifer Wilson

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NJCAD Board Meeting Attendance Sheet

August 19th, 2013

PLEASE PRINT YOUR NAME

Board Members

_____	_____
_____	_____
_____	_____

Staff

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Guests / Vendors

_____	_____
_____	_____
_____	_____
_____	_____

Agenda

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

Monday, August 19th, 2013 at 6:00pm

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, 16th, 2013 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 – July 15th, 2013
7. **Public Forum - Public to address the Board of Directors**
8. **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.
Employee Related/Litigation
9. **Return to Open Session - Report from Executive Session**
10. **Local 2665 - Union Update**
11. **Chief's Report**
 - a. Communications
 - b. EMS Call Report and Statistics
 - c. Operations Reports:
 - i. Maintenance
 - ii. Education
 - iii. Scheduling
 - iv. Public Relations
12. **Old Business**
Health & Wellness Program Update
13. **New Business**
 - a. Bid to Install AC units in the Bay in the amount of **\$15,045.00**
 - b. Fund Balance Policy 2013
 - c. 1st reading of 2013-2014 Draft Budget
 - d. Vote to change Board Meeting start time to 6:30pm
14. **Business & Financial Reports**
 - a. Account Listings
 - i. Checking: **\$170,349.67**
 - ii. Investments: **\$747,000.00**
 - b. Balance Sheet
 - c. Current Budget
 - d. Lease Summary
 - e. Investments
 - f. Accounts Receivable Reports
 - g. Uncollectible Report for July- **\$13,400.58**
 - h. Approval of District Bills February **\$164,904.85**
15. **Adjournment**

NORTH JEFFERSON COUNTY AMBULANCE DISTRICT

Minutes of the July 15, 2013

1. **Call to Order**

The regular monthly meeting of the North Jefferson County Ambulance District Board of Directors was called to order at 6:18 pm by Chairperson Hloben.

2. **Roll Call**

Director's Present: Chairperson Carla Hloben, Vice Chairperson Tasha Schriewer, Secretary Rebecca Cowley and Director Diana Davis

Late Arrival:

Absent: Director Julia Vessells and Treasurer Kathy Hennessey

In Attendance:

Staff: Jamie Guinn, Jennifer Wilson, Joe Kennedy, Mike DeAngelo, Cynthia Franz, Eric Dethlefsen,

Guests: N/A

3. **Pledge of Allegiance**

Chairperson Hloben led the Pledge of Allegiance

4. **Approval of Agenda**

Chairperson Hloben presented the agenda

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

All in favor, motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Vice-Chairperson Schriewer – Yea

Director Davis -Yea

Secretary Cowley - Yea

5. **Approval of Minutes**

a. **Regular Meeting Open Minutes June 17, 2013**

Motion made by Director Davis and Seconded by Vice- Chairperson Schriewer to approve the Regular Open Minutes for June 17, 2013.

Motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Vice-Chairperson Schriewer – Yea

Director Davis -Yea

Secretary Cowley – Yea

b. **Executive Minutes June 17, 2013**

Motion made by Director Davis and Seconded by Vice- Chairperson Schriewer to approve the Executive Minutes for June 17, 2013.

Motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Vice-Chairperson Schriewer – Yea

Director Davis -Yea

Secretary Cowley - Yea

6. **Public Forum – Public to address the Board of Directors**

Moved to end of meeting/ Before Adjourning Public Forum was opened and no one in attendance moved to Adjourn as documented

7. **Local 2665 – Union Update**

No shop representative present, Chief Guinn advised everything is going well with nothing to report at this time.

8. **Chief's Report**

a. Communications:

b. EMS Call Report and Statistics

c. Operations Reports

(i) Maintenance

(ii) Education

(iii) Scheduling

(iv) Public Relations

9. **Old Business**

- a. Chief Guinn advised St. Anthony's Medical Center has been chosen for our Health and Wellness program for both the physicals and the trainer portion.

10. **New Business**

- a. Payoff Lease #3-06024 Cannon Copier \$10,468.69
Motion made by Vice- Chairperson Schriewer and Seconded by Secretary Cowley to payoff Lease # 3-06024 in the amount of \$10,468.69
Motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Vice-Chairperson Schriewer – Yea

Director Davis -Yea

Secretary Cowley – Yea

11. **Business & Financial Reports**

- a. Account Listings
 - (i) Checking: **\$264,799.03**
 - (ii) Investments: **\$747,000.00**
- b. Balance Sheet
- c. Investment Schedule
- d. Current Budget
- e. Lease Summary
- f. Accounts Receivable Reports
- g. Uncollectible Reports – **July \$13,524.57**

Motion made by Directed Davis and seconded by Secretary Cowley to approve the Uncollectible Report for July 2013 All in favor, motion passed as written.

Chairperson Hloben –Yea

Vice-Chairperson Schriewer – Yea

Director Davis -Yea

Secretary Cowley - Yea

- h. Approval of District Bills – Total **\$185,802.51**

Motion made by Secretary Cowley and Seconded by Director Davis to approve the bills for June in the amount of **\$185,802.51** All in favor, motion passed as written. Roll call vote:

Chairperson Hloben –Yea

Vice-Chairperson Schriewer – Yea

Director Davis -Yea

Secretary Cowley - Yea

12. **Motion to Adjourn**

Motion made by Vice-Chairperson Schriewer and Seconded by Secretary Cowley to Adjourn at 6:42 pm
Motion passed as written.

Chairperson Hloben –Yea

Vice-Chairperson Schriewer – Yea

Director Davis -Yea

Secretary Cowley - Yea

(SEAL)

ATTEST _____

ATTEST _____

**North Jefferson County Ambulance District
Dispatch Analysis Report
07-01-2013 to 07-31-2013**

Call Type	Count
Abdominal Pain	5
Animal Bite/Sting	1
Assault/Non-Sexual	4
Assist Invalid	4
Burns	1
Cardiorespiratory Arrest	4
Chest Pain/Non-Traumatic	18
Diabetic Complications/Symptoms	2
Difficulty Breathing	22
Fall/Less than 10 feet	19
Fall/Greater than 10 feet	4
Fire Standby	3
Heart Problems	1
Heat/Cold Exposure	2
Hemorrhage	4
Medical Alarm	6
Move Up	7
Overdose Possible	5
Psychiatric/Behavioral	8
Seizure/Convulsions	4
Sexual Assault/Rape	1
Sick Case	32
Stroke/CVA	6
Suicide/Self Infliction/Poisoning	1
Sudden Death	2
Syncope	2
Traffic Accident	40
Traumatic Injury	3
Unconscious/Person Down	6
Unconscious/Syncope/Weakness	6
Unknown	1
Weakness	1

**North Jefferson County Ambulance District
Call Volume Report 2013**

Unit ID

	January	February	March	April	May	June	July	August	September	October	November	December
6817	63	63	69	87	74	85	84					
6827	36	10	16	3	2	12	36					
6837	66	62	92	86	82	86	89					
6847	32	52	41	35	48	26	15					
6800	0	1	1	2	2	5	1					
TOTALS	197	188	219	213	208	214	225					

	January	February	March	April	May	June	July	August	September	October	November	December
NEMESIS Transport:	133	123	141	143	132	135	140					
Non-Transport	64	65	78	70	76	79	85					
	197	188	219	213	208	214	225					

Classes Held Staff

**In house Ceu class- Power port Needle insertion and Report Writing
St Anthony's class- Cancelled by physician**

➤ **Classes Held Community**

August classes CPR for Health Dept. in Hillsboro

CPR/ First Aid for A-Z daycare

CPR for Northwest School District Nurses/ Health Aides

CPR and First Aid for Hillsboro School district about active shooters

Upcoming Classes Staff

August Acls Required

September PHTLS and EVOC

Student Ride a long's

29students for a total of 348 hours

All new hires have been released to ride with Captains and Lt's for next 3 months and will be evaluated on each call

Other Items

2014 Training calendar has been completed and published. An email has been sent to all employees and it has been added to emsmanager. We will continue to add classes from outside groups also throughout the year.

Building maintenance and projects

- No major issues in July.

Medical Equipment Maintenance and Repairs

- All equipment is up to date and functioning properly.

Vehicle Maintenance and Projects Please see Attached Car Care Maintenance Report

- 6847 needed fuel tank replaced and fuel system flush due to tank liner deterioration. Catalytic converter and glow plugs were replaced under warranty also caused by fuel system issue. Back in service
- All trucks are current on services and no major issues reported at this time.
- Lawn mower charging system issues which were repaired in house by myself and Nick Greffet. Fence is on the list to be done in August. Delayed by wet weather and other priority maintenance issues.

6817, Hill Top Equipment

Notes	Maintenance Date	Cost Total
Oil and lube. Safety inspection performed	7/15/2013 12:00:00 AM	370.8600
		370.8600

6827, Hill Top Equipment

Notes	Maintenance Date	Cost Total
Repaired exhaust leak and replaced two fuel filters	7/2/2013 12:00:00 AM	717.8100
		717.8100

6837, Hill Top Equipment

Notes	Maintenance Date	Cost Total
Oil change and lube. Safety inspection also performed	7/15/2013 12:00:00 AM	416.0600
		416.0600

6847, Broadway Ford

Notes	Maintenance Date	Cost Total
Please see attached for full description	7/24/2013 12:00:00 AM	2136.3900
		2136.3900

Monthly Scheduling Fulltime

- 50.5 PTO hours
- 4 Vacation days covered with part time employee's
- 0 Work Comp Days

Monthly Scheduling Part Time

- 0 Full-time shifts are being filled with current part time employee's
- 4 open 12 hour shifts

Officer Relief

- 23 days of officer relief available
- 3 open Officer's relief shifts

Special Event Crew

- 1 special event crew went uncovered.

I would like to add a Thank You to Fenton, Valle and Rock Township for covering for our crew to attend Mark Keeley's funeral.

North Jefferson County Ambulance District

Public Relations –August 2013

Events attended:

- July 22nd, 24th and 26th crews drove through different subdivisions fitting children with bike helmets. (Cape town Village, Crest Manor, Siesta Manor, Waldon Pond, Lake Montowese and Byrnes Mill Mobile Home.
- 20+ children in our district were fitted with bike helmets.
- Aug 6th- **The Byrnes Mill Police Department "National Night Out."** This is a family event the is designed to heighten crime prevention awareness, strengthen neighborhood spirit and police community relationships, and send a firm message to criminals, letting them know that our community is organized and will FIGHT BACK!!

Upcoming Event:

- Aug 23rd,24th and 25th- High Ridge Elks Homecoming

Additional info:

Press Releases/Articles:

Ongoing/Special Items: North Jefferson County Ambulance is selling bike helmets for \$5.00 at the our headquarters. We have an assortment of colors and sizes ranging from youth to X-large for children. Please spread the word. North Jeff is highly dedicated in ensuring the safety of our youth and encourage bike safety. If you would like any further information or bike safety pamphlets, feel free to contact Lt Jessica Maddock.



Lt. Jessica Maddock

6:24 AM

08/01/13

North Jefferson County Ambulance District

Account Listing

August 1, 2013

<u>Account</u>	<u>Type</u>	<u>Balance Total</u>	<u>Description</u>
General Checking	Bank	170,349.67	Commerce Bank Checking
Investments	Bank	747,000.00	Commerce Bank Investment Account/Agency Discount Notes/CDs
Petty Cash	Bank	100.00	
Target	Credit Card	0.00	Target Credit Card
Sam's Club	Credit Card	0.00	Sam's Club Credit Card
Visa	Credit Card	0.00	Commerce Bank Visa

6:26 AM
08/01/13
Cash Basis

North Jefferson County Ambulance District
Balance Sheet
As of August 1, 2013

	<u>Aug 1, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
General Checking	172,321.34
Healthcare Fund	7,970.80
Investments	747,000.00
Petty Cash	100.00
Total Checking/Savings	<u>927,392.14</u>
Other Current Assets	
Inventory Asset	499.00
Undeposited Funds	105.00
Total Other Current Assets	<u>604.00</u>
Total Current Assets	<u>927,996.14</u>
TOTAL ASSETS	<u>927,996.14</u>
LIABILITIES & EQUITY	
Equity	
Fund Balance	523,114.67
Net Income	404,881.47
Total Equity	<u>927,996.14</u>
TOTAL LIABILITIES & EQUITY	<u>927,996.14</u>

North Jefferson County Ambulance District
Budget
November 2012 through October 2013

	Nov '12 - Oct 13	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Beginning Fund Balance	0	500,000	-500,000	0%
INCOME				
Ambulance Net Income	492,839	525,000	-32,161	94%
Education Revenue	1,585	3,000	-1,415	53%
Grant Revenue	26,851	56,642	-29,791	47%
Interest Revenue	792	1,200	-408	66%
Sale of Assets/Inventory	240	500	-260	48%
Taxes, penalties & interest	1,639,908	1,620,609	19,298	101%
MISC INCOME	0			
Total INCOME	2,162,215	2,206,951	-44,737	98%
Total Income	2,162,215	2,706,951	-544,737	80%
Gross Profit	2,162,215	2,706,951	-544,737	80%
Expense				
IPN Fees	0			
Grant Allocation	29,794	62,935	-33,141	47%
Miscellaneous Expense	-926			
GENERAL DISTRICT OPERATIONS				
Accounting Services	7,755	8,250	-495	94%
Administrative Supplies	4,701	7,247	-2,547	65%
Banking Fees	1,546	1,940	-394	80%
Board Director Reimbursement	0	3,600	-3,600	0%
Building Equipment	2,916	2,000	916	146%
Building Maintenance/Supplies	25,975	25,000	975	104%
Capital Purchases	0	165,566	-165,566	0%
Communications/Data	8,186	17,278	-9,092	47%
Computer Equipment/Hardware	1,005	21,500	-20,495	5%
Election of Board Director(s)	12,020	29,000	-16,980	41%
Insurance Premium	23,976	23,676	300	101%
Lease Payments	143,410	142,206	1,205	101%
Legal Fees	16,776	12,750	4,026	132%
Meal Service	1,936	2,000	-64	97%
Public Relations	1,293	2,500	-1,207	52%
Software/IT	35,731	37,690	-1,959	95%
Subscriptions/Services	4,698	5,064	-366	93%
Training/Education	10,686	24,818	-14,132	43%
Utilities	12,758	14,035	-1,277	91%
Total GENERAL DISTRICT OPERATI...	315,369	546,120	-230,752	58%
AMBULANCE OPERATIONS				
Ambulance Equipment	1,939	2,400	-461	81%
Ambulance Supplies	916	1,000	-84	92%
Medical Equipment	308	500	-192	62%
Medical Equipment PM/Repair	4,490	5,000	-510	90%
Medical Supplies	30,013	41,480	-11,467	72%
VEHICLE				
Fuel	21,734	35,045	-13,311	62%
New Purchase	104,003	104,003	0	100%
Repair/Maintenance	27,152	50,000	-22,848	54%
Total VEHICLE	152,889	189,048	-36,159	81%
Total AMBULANCE OPERATIONS	190,556	239,428	-48,872	80%
EMPLOYEE EXPENSES				
Education Allowance	1,117	7,500	-6,383	15%
Employee Appreciation	2,160	5,000	-2,840	43%
Employee Screenings	1,539	8,000	-6,461	19%
Group Insurance	130,120	171,920	-41,800	76%
HRA	1,830			
Miscellaneous Benefits	0	900	-900	0%
Personal Protective Equipment	0	5,000	-5,000	0%
Uniform Allowance	5,856	14,760	-8,904	40%
WAGES				
Wages	854,353	1,068,779	-214,426	80%

6:26 AM
08/01/13
Cash Basis

North Jefferson County Ambulance District
Budget
November 2012 through October 2013

	<u>Nov '12 - Oct 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Longevity Benefit	17,400	19,100	-1,700	91%
Payroll Service	15,904	25,510	-9,606	62%
Payroll Taxes	72,560	95,000	-22,440	76%
Total WAGES	<u>960,217</u>	<u>1,208,389</u>	<u>-248,172</u>	<u>79%</u>
Workers Compensation	<u>121,673</u>	<u>137,000</u>	<u>-15,327</u>	<u>89%</u>
Total EMPLOYEE EXPENSES	<u>1,224,513</u>	<u>1,558,469</u>	<u>-333,956</u>	<u>79%</u>
Ending Fund Balance	<u>0</u>	<u>300,000</u>	<u>-300,000</u>	<u>0%</u>
Total Expense	<u>1,759,305</u>	<u>2,706,952</u>	<u>-947,647</u>	<u>65%</u>
Net Ordinary Income	<u>402,910</u>	<u>-0</u>	<u>402,910</u>	<u>-85,725,489%</u>
Net Income	<u>402,910</u>	<u>-0</u>	<u>402,910</u>	<u>-85,725,489%</u>

6:27 AM
 08/01/13
 Cash Basis

North Jefferson County Ambulance District
Budget
 November 2012 through October 2013

	Nov '12 - Oct 13	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Beginning Fund Balance	0	500,000	-500,000	0%
INCOME	2,162,215	2,206,951	-44,737	98%
Total Income	2,162,215	2,706,951	-544,737	80%
Gross Profit	2,162,215	2,706,951	-544,737	80%
Expense				
IPN Fees	0			
Grant Allocation	29,794	62,935	-33,141	47%
Miscellaneous Expense	-926			
GENERAL DISTRICT OPERATIO...	315,369	546,120	-230,752	58%
AMBULANCE OPERATIONS	190,556	239,428	-48,872	80%
EMPLOYEE EXPENSES	1,224,513	1,558,469	-333,956	79%
Ending Fund Balance	0	300,000	-300,000	0%
Total Expense	1,759,305	2,706,952	-947,647	65%
Net Ordinary Income	402,910	-0	402,910	-85,725,489%
Net Income	402,910	-0	402,910	-85,725,489%

6:41 AM
08/01/13
Cash Basis

North Jefferson County Ambulance District-Pension
Balance Sheet
As of July 31, 2013

	<u>Jul 31, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash in bank	72,524.36
Investments	1,243,318.31
Total Checking/Savings	<u>1,315,842.67</u>
Total Current Assets	<u>1,315,842.67</u>
TOTAL ASSETS	<u>1,315,842.67</u>
LIABILITIES & EQUITY	
Equity	
Fund Balance	1,307,522.47
Net Income	8,320.20
Total Equity	<u>1,315,842.67</u>
TOTAL LIABILITIES & EQUITY	<u>1,315,842.67</u>

6:41 AM

08/01/13

Accrual Basis

North Jefferson County Ambulance District-Pension
Profit & Loss Budget vs. Actual
November 2012 through October 2013

	<u>Nov '12 - Oct 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
Taxes, penalties & interest	8,820.20	165,175.09	-156,354.89
Total Income	8,820.20	165,175.09	-156,354.89
Expense			
Administrative Fees	500.00	500.00	0.00
Benefits paid	0.00	164,675.09	-164,675.09
Total Expense	500.00	165,175.09	-164,675.09
Net Income	<u><u>8,320.20</u></u>	<u><u>0.00</u></u>	<u><u>8,320.20</u></u>

Lease Summary Report

Commenced

NORTH JEFFERSON COUNTY AMBULAN

Contract Number	Equipment Description	Commence Date*	Base Term**	Periodicity	Rent Payment Amount (excluding tax)	Current Expiration Date
1000645009	Real Estate	12/17/09	60	Monthly	\$10,681.58	12/17/14

Terminated

NORTH JEFFERSON COUNTY AMBULAN

Contract Number	Equipment Description	Commence Date*	Base Term**	Periodicity	Rent Payment Amount (excluding tax)	Current Expiration Date
1000645001	BASE LEASE ON STATION HOUSES	07/01/04	7	Various	\$105,125.27	07/01/11
1000645002	Ambulance, Ford 2006 Medtec Ambul	12/19/05	20	Quarterly	\$6,717.76	01/11/11
1000645003	2006 AMBULANCE	03/24/06	21	Various	\$5,817.69	
1000645004	ambulance	06/26/06	21	Various	\$6,311.90	07/26/11
1000645005	PICKUP TRUCK	08/31/06	12	Quarterly	\$2,940.75	10/01/09
1000645006	Ambulance	09/20/07	20	Quarterly	\$7,562.01	09/20/12
1000645007	New 2007 Ambulance,	10/24/08	20	Quarterly	\$8,302.24	09/01/13
1000645008	Real Estate	02/17/09	60	Monthly	\$3,286.58	02/17/14
1000645010	(3) Stryker Power Pro Ambulance	04/04/11	20	Quarterly	\$2,584.94	04/04/16

* Commence Date represents the actual commencement date of the Lease Schedule or, in the case of an Amendment that is not represented above by its own line item, the effective date of such Amendment to such Lease Schedule, if applicable.

** Base Term represents the original base term of the Lease Schedule or, in the case of an Amendment that is not represented above by its own line item, the remaining term as of the effective date of such Amendment to the Lease Schedule.

Investment Schedule

2012-2013FY Investments

<u>Settlement Date</u>	<u>Amount</u>	<u>Mature Date</u>	<u>Yield</u>	<u>Interest at Maturity</u>
12/28/2012	\$ 249,000	3/28/2013	0.35	\$ 214.89
12/31/2012	\$ 249,000	6/28/2013	0.45	\$ 549.51
2/22/2012	\$ 249,000	8/22/2013	0.25	\$ 308.69
3/27/2012	\$ 249,000	9/25/2013	0.35	\$ 214.89
6/28/2013	\$ 249,000	12/30/2013	0.30	\$ 378.62
	\$ 1,245,000			\$ 1,666.60

2011-2012FY Investments

<u>Settlement Date</u>	<u>Amount</u>	<u>Mature Date</u>	<u>Yield</u>	
2/13/2012	\$ 249,000	4/30/2012	0.20%	
2/17/2012	\$ 150,000	5/17/2012	0.20%	
1/9/2012	\$ 249,000	7/6/2012	0.40%	
1/18/2012	\$ 125,000	9/19/2012	0.40%	
1/11/2012	\$ 125,000	10/11/2012	0.50%	
	\$ 898,000			\$ 709

2010-2011FY Investments

\$ 100,000	7/31/2011
\$ 100,000	8/30/2011
\$ 100,000	9/30/2011
\$ 200,000	10/31/2011
\$ 500,000	

08/01/13

North Jefferson County Ambulance District
Payment Listing Pending Board Approval
 July 2013

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Paid Amount</u>
Deposit				
7/22/2013	1226	Deposit	Ambulance Net Income	-50.00
Total Deposit				-50.00
ADP, Inc				
7/10/2013	EFT	ADP, Inc	Payroll Service	-1,806.05
Total ADP, Inc				-1,806.05
Aladtec, Inc.				
7/15/2013	Bill Pay	Aladtec, Inc.	Software/IT	-1,290.00
Total Aladtec, Inc.				-1,290.00
Ameren UE				
7/9/2013	Billpay	Ameren UE	Utilities	-819.22
Total Ameren UE				-819.22
At&t				
7/18/2013		At&t	Utilities	-152.89
Total At&t				-152.89
Bemes, Inc.				
7/15/2013	Bill Pay	Bemes, Inc.	Medical Supplies	-110.00
Total Bemes, Inc.				-110.00
Bound Tree Medical LLC				
7/15/2013	Bill Pay	Bound Tree Medical LLC	Medical Supplies	-1,419.14
Total Bound Tree Medical LLC				-1,419.14
Broadway Truck Centers				
7/24/2013	Bill Pay	Broadway Truck Centers	Repair/Maintenance	-2,136.39
Total Broadway Truck Centers				-2,136.39
Cardinal Door Inc.				
7/15/2013	Bill Pay	Cardinal Door Inc.	Building Maintenance/Supplies	-784.70
Total Cardinal Door Inc.				-784.70
Charter Communications				
7/2/2013	Billpay	Charter Communications	Utilities	-85.31
7/16/2013	Billpay	Charter Communications	Communications/Data	-1,806.48
Total Charter Communications				-1,891.79
Cintas Fire Protection				
7/15/2013	Bill Pay	Cintas Fire Protection	Building Maintenance/Supplies	-128.00
Total Cintas Fire Protection				-128.00
Commerce Bank NA				
7/17/2013	EFT	Commerce Bank NA	Lease Payments	-10,681.58
Total Commerce Bank NA				-10,681.58
Cowely, Rebecca				
7/9/2013	18684	Cowely, Rebecca	Training/Education	-173.27
Total Cowely, Rebecca				-173.27
CPI Qualified Plan Consultants				
7/12/2013	EFT/PA...	CPI Qualified Plan Consultants	Wages	-735.35
7/25/2013	EFT/PA...	CPI Qualified Plan Consultants	Wages	-735.35
7/26/2013	EFT/PA...	CPI Qualified Plan Consultants	Wages	-735.35
Total CPI Qualified Plan Consultants				-2,206.05
Datamax				

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 July 2013

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Paid Amount</u>
7/2/2013	Billpay	Datamax	Software/IT	-116.00
7/2/2013	Billpay	Datamax	Software/IT	-82.00
7/16/2013	BILLPAY	Datamax	-SPLIT-	-1,430.40
7/22/2013	Billpay	Datamax	Lease Payments	-10,468.69
Total Datamax				-12,097.09
Delta Dental				
7/31/2013	BILLPAY	Delta Dental	Group Insurance	-863.94
Total Delta Dental				-863.94
DNT Inc				
7/24/2013	Billpay	DNT Inc	Subscriptions/Services	-40.00
Total DNT Inc				-40.00
EMS Technology Solutions, LLC				
7/14/2013	BILLPAY	EMS Technology Solutions, LLC	Subscriptions/Services	-150.00
7/16/2013	BILLPAY	EMS Technology Solutions, LLC	Subscriptions/Services	-160.00
7/17/2013	BILLPAY	EMS Technology Solutions, LLC	Subscriptions/Services	-160.00
Total EMS Technology Solutions, LLC				-470.00
Hilltop Equipment Inc.				
7/2/2013	Bill Pay	Hilltop Equipment Inc.	Repair/Maintenance	-717.81
7/15/2013	Bill Pay	Hilltop Equipment Inc.	-SPLIT-	-786.92
Total Hilltop Equipment Inc.				-1,504.73
IESI Missouri				
7/24/2013	BILLPAY	IESI Missouri	Utilities	-243.03
Total IESI Missouri				-243.03
Intuit Payment Solutions				
7/2/2013	EFT	Intuit Payment Solutions	Banking Fees	-15.79
7/3/2013	EFT	Intuit Payment Solutions	Banking Fees	-0.68
7/5/2013	EFT	Intuit Payment Solutions	Banking Fees	-0.42
7/8/2013	EFT	Intuit Payment Solutions	Banking Fees	-0.68
7/18/2013	Bill Pay	Intuit Payment Solutions	Banking Fees	-1.69
7/19/2013	EFT	Intuit Payment Solutions	Banking Fees	-3.38
7/22/2013	EFT	Intuit Payment Solutions	Banking Fees	-0.42
7/25/2013	EFT	Intuit Payment Solutions	Banking Fees	-1.47
7/25/2013	EFT	Intuit Payment Solutions	Banking Fees	-0.85
Total Intuit Payment Solutions				-25.38
MCA Management Company DBA				
7/16/2013	BILLPAY	MCA Management Company DBA	Ambulance Net Income	-202.61
Total MCA Management Company DBA				-202.61
Mercy Corporate Health				
7/15/2013	Bill pay	Mercy Corporate Health	Employee Screenings	-60.00
Total Mercy Corporate Health				-60.00
Missouri Natural Gas Company				
7/16/2013	BILLPAY	Missouri Natural Gas Company	Utilities	-49.80
Total Missouri Natural Gas Company				-49.80
MSW Marketing				
7/24/2013	Bill Pay	MSW Marketing	Training/Education	-1,000.00
Total MSW Marketing				-1,000.00
NJCAD Pension Transfer				
7/11/2013	Trans	NJCAD Pension Transfer	Taxes, penalties & interest	-1,042.10

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North Jefferson County Ambulance District
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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Paid Amount</u>
Total NJCAD Pension Transfer				-1,042.10
Northeast Public Sewer District				
7/24/2013	Billpay	Northeast Public Sewer District	Utilities	-28.85
7/24/2013	BILLPAY	Northeast Public Sewer District	Utilities	-64.51
Total Northeast Public Sewer District				-93.36
OzArc Gas Equipment & Supply, Inc.				
7/16/2013	BILLPAY	OzArc Gas Equipment & Supply, Inc.	Medical Supplies	-24.00
Total OzArc Gas Equipment & Supply, Inc.				-24.00
Payroll				
7/12/2013	TRANS	Payroll	-SPLIT-	-30,462.68
7/12/2013	TRANS	Payroll	-SPLIT-	-12,525.72
7/25/2013	TRANS	Payroll	-SPLIT-	-13,313.58
7/26/2013	TRANS	Payroll	-SPLIT-	-33,739.78
7/26/2013	TRANS	Payroll	-SPLIT-	-11,079.96
Total Payroll				-101,121.72
Pitney Bowes-Purchase Power				
7/24/2013	Billpay	Pitney Bowes-Purchase Power	Administrative Supplies	-200.00
Total Pitney Bowes-Purchase Power				-200.00
Pitney Bowes-Rental				
7/24/2013	Bill Pay	Pitney Bowes-Rental	Administrative Supplies	-62.28
Total Pitney Bowes-Rental				-62.28
Public Water Supply District #2				
7/16/2013	BILLPAY	Public Water Supply District #2	Utilities	-55.25
Total Public Water Supply District #2				-55.25
RJP Electric				
7/2/2013	Bill Pay	RJP Electric	Building Maintenance/Supplies	-1,762.32
Total RJP Electric				-1,762.32
Robert K. Sweeney				
7/15/2013	Bill Pay	Robert K. Sweeney	Legal Fees	-525.00
Total Robert K. Sweeney				-525.00
Sam's Club				
7/15/2013	Bill Pay	Sam's Club	Sam's Club	-392.93
Total Sam's Club				-392.93
Spinner & Kummer, P.C.				
7/15/2013	Bill Pay	Spinner & Kummer, P.C.	Accounting Services	-600.00
Total Spinner & Kummer, P.C.				-600.00
St. Anthony's Emergency Department				
7/24/2013	BILLPAY	St. Anthony's Emergency Department	Medical Supplies	-34.62
Total St. Anthony's Emergency Department				-34.62
TASC-FSA				
7/12/2013	EFT/PA...	TASC-FSA	Wages	-492.28
7/25/2013	EFT/PA...	TASC-FSA	Wages	-492.28
7/26/2013	EFT/PA...	TASC-FSA	Wages	-492.28
Total TASC-FSA				-1,476.84
The Lincoln National Life Insurance Co.				
7/2/2013	EFT	The Lincoln National Life Insurance...	Group Insurance	-1,267.61

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**North Jefferson County Ambulance District
Payment Listing Pending Board Approval
July 2013**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Paid Amount</u>
Total The Lincoln National Life Insurance Co.				-1,267.61
Travelers-Workers Comensation Plan				
7/9/2013	Bill Pay	Travelers-Workers Comensation Plan	Workers Compensation	-10,380.47
Total Travelers-Workers Comensation Plan				-10,380.47
Verizon Wireless				
7/9/2013	Billpay	Verizon Wireless	Utilities	-160.04
7/9/2013	Billpay	Verizon Wireless	Utilities	-172.53
Total Verizon Wireless				-332.57
Visa/Commerce Bank				
7/19/2013	EFT	Visa/Commerce Bank	Visa	-2,280.97
Total Visa/Commerce Bank				-2,280.97
WirelessUSA Inc				
7/2/2013	BILLPAY	WirelessUSA Inc	Communications/Data	-36.00
Total WirelessUSA Inc				-36.00
Wright Express				
7/8/2013	EFT	Wright Express	Fuel	-2,192.03
Total Wright Express				-2,192.03
Ann Finley				
7/12/2013	18685	Ann Finley	Ambulance Net Income	-566.49
Total Ann Finley				-566.49
Rotary Club of High Ridge				
7/24/2013	Bill Pay	Rotary Club of High Ridge	Subscriptions/Services	-135.00
Total Rotary Club of High Ridge				-135.00
No name				
7/10/2013			Banking Fees	-117.63
Total no name				-117.63
TOTAL				<u>-164,904.85</u>

	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>
Revenues	53,086.02	799,454.65	310,463.73	464,850.45	112,261.04	70,259.19
Expenditures	(198,810.97)	(904,090.58)	(206,313.09)	(216,937.37)	(183,548.15)	(155,042.06)
	<u>\$ (145,724.95)</u>	<u>\$ (104,635.93)</u>	<u>\$ 104,150.64</u>	<u>\$ 247,913.08</u>	<u>\$ (71,287.11)</u>	<u>\$ (84,782.87)</u>
	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>
Revenues	135,633.47	89,186.05	86,401.96			
Expenditures	(189,142.73)	(185,802.51)	(164,904.85)			
	<u>\$ (53,509.26)</u>	<u>\$ (96,616.46)</u>	<u>\$ (78,502.89)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Year-to-Date	
Revenues	\$ 2,121,596.56
Expenditures	\$ (2,404,592.31)
Net	\$ (282,995.75)

2010 2011	Total Billed Calls	ALS	BLS	Billed \$	Paid \$	Collection %	Contractual Allowance	C/A %	Collection Rate	Write Off \$	A/R at Collection	Balance	Balance Due %	Monthly Income Posted
Nov	131	121	10	\$85,674.00	\$52,178.00	60.9%	\$22,263.00	26.0%	86.9%	\$11,233.00	\$0.00	\$0.00	0.0%	\$36,956.06
Dec	132	105	27	\$83,356.00	\$48,937.00	58.7%	\$20,712.00	24.8%	83.6%	\$13,707.00	\$0.00	\$0.00	0.0%	\$53,242.26
Jan	132	113	13	\$79,631.00	\$45,569.00	57.2%	\$21,709.00	27.3%	84.5%	\$12,353.00	\$0.00	\$0.00	0.0%	\$35,692.82
Feb	116	101	15	\$73,242.00	\$39,986.00	54.6%	\$19,408.00	26.5%	81.1%	\$13,373.00	\$0.00	\$475.00	0.6%	\$21,354.59
Mar	129	113	16	\$83,978.00	\$44,696.00	53.2%	\$21,305.00	25.4%	78.6%	\$17,977.00	\$0.00	\$0.00	0.0%	\$48,598.39
Apr	139	117	22	\$90,778.00	\$50,612.00	55.8%	\$22,515.00	24.8%	80.6%	\$17,651.00	\$0.00	\$0.00	0.0%	\$39,227.45
May	130	103	27	\$81,881.00	\$45,175.00	55.2%	\$22,715.00	27.7%	82.9%	\$13,991.00	\$0.00	\$0.00	0.0%	\$48,128.34
Jun	118	86	32	\$71,935.00	\$39,898.00	55.5%	\$18,023.00	25.1%	80.5%	\$14,013.00	\$0.00	\$1.00	0.0%	\$64,266.26
Jul	148	120	28	\$95,153.00	\$53,606.00	56.3%	\$22,764.00	23.9%	80.3%	\$18,783.00	\$0.00	\$0.00	0.0%	\$62,222.99
Aug	143	123	20	\$89,894.00	\$48,337.00	53.8%	\$24,205.00	26.9%	80.7%	\$17,351.00	\$0.00	\$1.00	0.0%	\$58,745.80
Sep	148	128	20	\$96,379.00	\$51,315.00	53.2%	\$26,940.00	28.0%	81.2%	\$18,124.00	\$0.00	\$0.00	0.0%	\$47,777.94
Oct	127	107	20	\$80,698.00	\$46,809.00	58.0%	\$20,081.00	24.9%	82.9%	\$13,808.00	\$0.00	\$0.00	0.0%	\$53,247.69
Averages	133	111	21	\$84,383	\$47,260	56.0%	\$21,887	25.9%	82.0%	18.01%				\$47,455
Totals	1593	1337	250	\$1,012,599.00	\$567,118.00	56.0%	\$262,640.00	25.9%	82.0%	\$182,364.00	\$0.00	\$477.00	0.0%	\$569,460.59

2011 2012	Total Billed Calls	ALS	BLS	Billed \$	Paid \$	Collection %	Contractual Allowance	C/A %	Collection Rate	Write Off \$	A/R at Collection	Balance	Balance Due %	Monthly Income Posted
Nov	104	89	15	\$86,930.00	\$45,166.00	52.0%	\$29,339.00	33.8%	85.7%	\$1,533.00	\$6,142.00	\$4,750.00	5.5%	\$33,083.89
Dec	125	110	15	\$106,102.00	\$48,842.00	46.0%	\$37,097.00	35.0%	81.0%	\$1,720.00	\$600.00	\$17,843.00	16.8%	\$48,575.10
Jan	120	101	19	\$99,658.00	\$46,378.00	46.5%	\$31,238.00	31.3%	77.9%	\$3,317.00	\$200.00	\$18,525.00	18.6%	\$37,875.79
Feb	135	105	30	\$111,333.00	\$55,930.00	50.2%	\$33,897.00	30.4%	80.7%	\$55.00	\$1,545.00	\$19,906.00	17.9%	\$54,976.87
Mar	118	91	27	\$98,475.00	\$45,083.00	45.8%	\$35,238.00	35.8%	81.6%	\$1,076.00	\$5,295.00	\$11,783.00	12.0%	\$53,554.50
Apr	121	97	24	\$99,810.00	\$49,347.00	49.4%	\$35,620.00	35.7%	85.1%	\$1,293.00	\$234.00	\$13,316.00	13.3%	\$45,867.78
May	153	118	35	\$127,519.00	\$59,250.00	46.5%	\$41,037.00	32.2%	78.6%	\$1,933.00	\$513.00	\$24,786.00	19.4%	\$41,869.86
Jun	134	87	47	\$108,996.00	\$51,114.00	46.9%	\$35,731.00	32.8%	79.7%	\$0.00	\$749.00	\$21,402.00	19.6%	\$44,981.00
Jul	139	109	30	\$115,008.00	\$51,939.00	45.2%	\$43,137.00	37.5%	82.7%	\$0.00	\$1,077.00	\$18,855.00	16.4%	\$85,336.44
Aug	125	94	31	\$101,639.00	\$44,702.00	44.0%	\$32,342.00	31.8%	75.8%	\$740.00	\$0.00	\$23,855.00	23.5%	\$46,387.67
Sep	137	100	37	\$111,398.00	\$51,170.00	45.9%	\$31,869.00	28.6%	74.5%	\$227.00	\$1,990.00	\$26,142.00	23.5%	\$47,470.30
Oct	140	114	26	\$115,653.00	\$52,986.00	45.8%	\$32,503.00	28.1%	73.9%	\$1,044.00	\$0.00	\$29,120.00	25.2%	\$59,432.45
Averages	129	101	28	\$106,877	\$50,159	47.0%	\$34,921	32.7%	79.8%	1.01%	1.43%			\$49,951
Totals	1551	1215	336	\$1,282,521.00	\$601,907.00	47.0%	\$419,048.00	32.7%	79.8%	\$12,938.00	\$18,345.00	\$230,283.00	18.0%	\$599,411.65

2012 2013	Total Billed Calls	ALS	BLS	Billed \$	Paid \$	Collection %	Contractual Allowance	C/A %	Collection Rate	Write Off \$	A/R at Collection	Balance	Balance Due %	Monthly Income Posted
Nov	127	91	36	\$103,645.00	\$52,378.00	50.5%	\$29,900.00	28.8%	79.4%	\$350.00	\$0.00	\$21,017.00	20.3%	\$47,185.68
Dec	147	128	19	\$122,660.00	\$59,077.00	48.2%	\$40,150.00	32.7%	80.9%	\$357.00	\$0.00	\$23,076.00	18.8%	\$53,554.10
Jan	133	108	25	\$109,945.00	\$51,165.00	46.5%	\$36,925.00	33.6%	80.1%	\$0.00	\$0.00	\$21,855.00	19.9%	\$57,593.96
Feb	123	93	30	\$102,643.00	\$51,002.00	49.7%	\$3,221.00	3.1%	52.8%	\$1,534.00	\$0.00	\$46,886.00	45.7%	\$39,054.04
Mar	141	102	39	\$113,644.00	\$52,601.00	46.3%	\$39,395.00	34.7%	81.0%	\$914.00	\$0.00	\$20,734.00	18.2%	\$53,253.11
Apr	143	100	43	\$114,519.00	\$50,768.00	44.3%	\$37,401.00	32.7%	77.0%	\$0.00	\$0.00	\$26,350.00	23.0%	\$45,481.86
May	144	99	45	\$107,892.00	\$48,569.00	45.0%	\$28,858.00	26.7%	71.8%	\$0.00	\$0.00	\$30,465.00	28.2%	\$90,172.33
Jun	135	91	44	\$109,661.00	\$36,430.00	33.2%	\$25,797.00	23.5%	56.7%	\$793.00	\$0.00	\$46,641.00	42.5%	\$60,149.37
Jul	146	106	40	\$115,791.00	\$11,769.00	10.2%	\$10,350.00	8.9%	19.1%	\$0.00	\$0.00	\$93,672.00	80.9%	\$60,612.34
Aug	0													
Sep	0													
Oct	0													
Averages	103	102	36	\$111,156	\$45,973	41.5%	\$28,000	25.0%	66.5%	0.39%				\$56,340
Totals	1239	918	321	\$1,000,400.00	\$413,759.00	41.5%	\$251,997.00	25.0%	66.5%	\$3,948.00	\$0.00	\$330,696.00	33.1%	\$507,056.79

Write Off's for 8.2013		
Bad Debt at Collection (11/30/2011)	\$	10,892.05
Current Debt:		
Deceased	\$	1,297.20
Financial Assistance	\$	1,211.33
<hr/>		
Total		
Write		
Off's	\$	13,400.58

North Jefferson County Ambulance District Deposits for Board Approval

ASSETS	Date	July 2013	Split	Paid Amount
Current Assets				
Checking/Savings				
General Checking				
	07/02/2013		Ambulance Net Income	2,171.55
	07/02/2013		Ambulance Net Income	393.27
	07/02/2013		Ambulance Net Income	284.32
	07/02/2013		Ambulance Net Income	40.00
	07/03/2013		Ambulance Net Income	1,785.60
	07/03/2013		Ambulance Net Income	219.29
	07/03/2013		Ambulance Net Income	25.00
	07/04/2013		Ambulance Net Income	221.96
	07/04/2013		Ambulance Net Income	817.72
	07/04/2013		Ambulance Net Income	623.40
	07/05/2013		Ambulance Net Income	364.68
	07/05/2013		Ambulance Net Income	476.00
	07/08/2013		Ambulance Net Income	40.00
	07/08/2013		Ambulance Net Income	1,867.10
	07/08/2013		Ambulance Net Income	370.24
	07/08/2013		Ambulance Net Income	91.75
	07/09/2013		Ambulance Net Income	1,205.72
	07/09/2013		Ambulance Net Income	745.49
	07/09/2013		Ambulance Net Income	519.67
	07/10/2013		Ambulance Net Income	1,571.49
	07/10/2013		Ambulance Net Income	526.74
	07/10/2013		Ambulance Net Income	1,366.00
	07/11/2013		Ambulance Net Income	2,390.64
	07/11/2013		Ambulance Net Income	368.56
	07/11/2013		Ambulance Net Income	229.98
	07/11/2013		Ambulance Net Income	307.27
	07/11/2013		Ambulance Net Income	348.03
	07/12/2013		Ambulance Net Income	1,330.90
	07/15/2013		Ambulance Net Income	394.70
	07/15/2013		Ambulance Net Income	92.17
	07/15/2013		Ambulance Net Income	95.80
	07/16/2013		Ambulance Net Income	1,987.88
	07/16/2013		Ambulance Net Income	25.00
	07/16/2013		Ambulance Net Income	504.15
	07/16/2013		Ambulance Net Income	97.70
	07/16/2013		Ambulance Net Income	342.45
	07/16/2013		Ambulance Net Income	360.39
	07/16/2013		Ambulance Net Income	90.00
	07/17/2013		Ambulance Net Income	100.00
	07/17/2013		Ambulance Net Income	306.39
	07/18/2013		Ambulance Net Income	353.56

North Jefferson County Ambulance District Deposits for Board Approval

Date	July 2013 Split	Paid Amount
07/18/2013	Ambulance Net Income	658.80
07/18/2013	Ambulance Net Income	1,044.36
07/18/2013	Ambulance Net Income	2,201.98
07/22/2013	Ambulance Net Income	200.00
07/22/2013	Ambulance Net Income	25.00
07/22/2013	Ambulance Net Income	9,471.98
07/22/2013	Ambulance Net Income	2,076.21
07/22/2013	Ambulance Net Income	87.21
07/23/2013	Ambulance Net Income	352.40
07/23/2013	Ambulance Net Income	2,401.75
07/23/2013	Ambulance Net Income	270.14
07/24/2013	Ambulance Net Income	50.00
07/24/2013	Ambulance Net Income	376.35
07/24/2013	Ambulance Net Income	77.14
07/24/2013	Ambulance Net Income	461.04
07/24/2013	Ambulance Net Income	801.75
07/25/2013	Ambulance Net Income	3,161.88
07/25/2013	Ambulance Net Income	505.77
07/25/2013	Ambulance Net Income	1,221.76
07/25/2013	Ambulance Net Income	622.20
07/26/2013	Ambulance Net Income	1,796.14
07/29/2013	Ambulance Net Income	130.52
07/29/2013	Ambulance Net Income	239.81
07/30/2013	Ambulance Net Income	2,074.20
07/30/2013	Ambulance Net Income	1,143.02
07/30/2013	Ambulance Net Income	1,836.73
07/30/2013	Ambulance Net Income	651.75
07/31/2013	Ambulance Net Income	414.72
07/31/2013	Ambulance Net Income	219.29
07/16/2013	Election of Board Director(s)	13,683.42
07/05/2013	Group Insurance	1,018.18
07/25/2013	Petty Cash	46.00
07/30/2013	Subscriptions/Services	150.00
07/11/2013	Taxes, penalties & interest	11,477.90
Total General Checking		86,401.96
Total Checking/Savings		86,401.96
Total Current Assets		86,401.96
TOTAL ASSETS		86,401.96
LIABILITIES & EQUITY		
TOTAL LIABILITIES & EQUITY		

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North Jefferson County Ambulance District
Deposits for Board Approval
July 2013

ASSETS

Current Assets

Checking/Savings

General Checking

North Jefferson County Ambulance District
Deposits for Board Approval
July 2013

60,026.46

Total General Checking

Total Checking/Savings

Total Current Assets

TOTAL ASSETS

LIABILITIES & EQUITY

TOTAL LIABILITIES & EQUITY