



Board Packet

Regular Open Meeting – February 25, 2013 at 6:30pm

Board of Directors

Chairperson: Carla Hloben – 2014

Appointed: Rebecca Cowley – 2013

Treasurer: Julia Vessells – 2015

Secretary: Kathy Hennessey – 2015

Director: Diana Davis – 2013

Director: Tasha Schriewer– 2014

Administrative Staff

Chief: Jamie Guinn

Business Manager: Jennifer Wilson

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Agenda

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

Monday, February 25, 2013 at 6:30pm

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, February 22, 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 – January 21, 2013
 - b. Executive Minutes – January 21, 2013
 - c. Executive Minutes- February 13, 2013
7. **Public Forum - Public to address the Board of Directors**
8. **Local 2665 - Union Update**
9. **Chief's Report**
 - a. Communications
 - b. EMS Call Report and Statistics
 - c. Operations Reports:
 - i. Maintenance
 - ii. Education
 - iii. Scheduling
 - iv. Public Relations
10. **Old Business**
 - a. Drive Camera
 - b. Election April 2013
 - c. MEM Audit & Worker Compensation Refund
 - d. Board HIPAA Training Dates
11. **New Business**
 - a. Presentation of Amended Board By-Laws
 - b. Charter Service Upgrade
 - c. Presentation of Amended 2012-2013 Budget
12. **Business & Financial Reports**
 - a. Account Listings
 - i. Checking: **\$407,925.24**
 - ii. Investments: **\$497,972.12**
 - b. Balance Sheet
 - c. Current Budget
 - d. Lease Summary
 - e. Investments
 - f. Accounts Receivable Reports
 - g. Uncollectible Report for February-**\$12,623.02**
 - h. Approval of District Bills November & December **\$206,313.09**
13. **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.

Litigation
14. **Return to Open Session - Report from Executive Session**
15. **Adjournment**

NORTH JEFFERSON COUNTY AMBULANCE DISTRICT

Minutes of the Open Monthly Board Meeting

January 21, 2013

1. **Call to Order**

The regular monthly meeting of the North Jefferson County Ambulance District Board of Directors was called to order at 6:05 pm by Chairperson Hloben.

2. **Roll Call**

Director's Present: Chairperson Carla Hloben, Secretary Kathy Hennessey, Director Diana Davis, and Director Rebecca Cowley

Late Arrival: Director Tasha Schriewer 6:11

Absent: Treasurer Julia Vessells

In Attendance:

Staff: Chief Jamie Guinn, Captain Norman Corley and Legal Counsel Bob Sweeney.

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 Director Davis and Seconded by Director Cowley to approve the amended agenda moving Resolution to Suspend Election to after Executive. All in favor, motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Secretary Hennessey – Yea

Director Davis -Yea

Director Cowley - Yea

5. **Approval of Minutes**

a. Regular Meeting Open Minutes November 19th, 2012

Motion made by Director Davis and Seconded by Director Cowley to approve the Regular Meeting Open Minutes for November 19th, 2012.

Motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Secretary Hennessey-Yea

Director Davis-Yea

Director Cowley- Yea

b. Executive Minutes November 19th, 2012

Upon motion made by Director Davis and seconded by Director Cowley to approve the Executive minutes for November 19th, 2012.

Motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Secretary Hennessey-Yea

Director Davis-Yea

Director Cowley-Yea

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

Nothing to report

7. **Local 2665 – Union Update**

Captain Corley advised all is going well they may have one item to discuss at a later date.

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. Workers Compensation Update by Chief Guinn
- b. Liability Insurance Update by Chief Guinn
- c. AFG Grant Update
- d. Drive Camera Update

10. **New Business**

- a. Modified duty policy presented by Chief Guinn and discussed Chief Guinn has the authority to implement policies of this nature.
- b. Payoff Lease #645010 in the amount +/- \$32,133.92
Motion by Vice-Chairperson Hennessey and Seconded by Director Schriewer to payoff lease # 645010..
All in favor, motion passed as written. Roll call vote:

Chairperson Hloben –Yea
Director Davis-Yea

Vice-Chairperson Hennessey-Yea
Director Cowley-Yea

Director-Schriewer-Yea

- c. Resolution to Suspend Election was moved on the agenda to following executive session.
Motion by Vice-Chairperson Hennessey and Seconded Director Cowley to approve the Resolution to Suspend the Election: All in favor, motion passed as written.

Chairperson Hloben –Yea
Director Davis-Yea

Vice-Chairperson Hennessey-Yea
Director Cowley-Yea

Director-Schriewer-Yea

11. **Business & Financial Reports**

- a. Account Listings
 - (i) Checking: \$275,225.45
 - (ii) Investments:\$497,972.12
- b. Balance Sheet
- c. Investment Schedule
- d. Current Budget
- e. Lease Summary
- f. Accounts Receivable Reports
- g. Uncollectible Reports – December 2012 **\$12,071.47**

Motion made by Vice-Chairperson Hennessey and seconded by Directed Davis to approve the Uncollectible Report for December 2012

All in favor, motion passed as written.

Chairperson Hloben –Yea Vice-Chairperson Hennessey-Yea Director-Schriewer-Yea
Director Davis-Yea Director Cowley-Yea

Uncollectible Reports – January 2013 **\$4,443.73**

Motion made by Director Davis and seconded by Directed Cowley to approve the Uncollectible Report for January 2013

All in favor, motion passed as written.

Chairperson Hloben –Yea Vice-Chairperson Hennessey-Yea Director-Schriewer-Yea
Director Davis-Yea Director Cowley-Yea

h. Approval of District Bills –November 198,810.97 December 904,090.58 Total **\$1,102,901.55**

Motion made by Vice-Chairperson Hennessey and seconded by Director Schriewer to approve the bills for November & December 2012 in the amount of **\$1,102,901.55** All in favor, motion passed as written. Roll call vote:

Chairperson Hloben –Yea Vice-Chairperson Hennessey-Yea Director-Schriewer-Yea
Director Davis-Yea Director Cowley-Yea

12. **Motion to close open session**

Motion made at 6:48 by Vice-Chairperson Hennessey and Seconded by Director Davis motion passed as written.

Chairperson Hloben –Yea Vice-Chairperson Hennessey-Yea Director-Schriewer-Yea
Director Davis-Yea Director Cowley-Yea

Motion to open Executive session

Motion made at 6:49 by Director Davis and Seconded by Director Cowley motion passed as written.

Chairperson Hloben –Yea Vice-Chairperson Hennessey-Yea Director-Schriewer-Yea
Director Davis-Yea Director Cowley-Yea

Motion to close Executive

Motion made by Director Davis and Seconded by Director Schriewer to close Executive at 7:01pm motion passed as written.

Chairperson Hloben –Yea Vice-Chairperson Hennessey-Yea Director-Schriewer-Yea
Director Davis-Yea Director Cowley-Yea

Motion to reopen open session

Motion made by Director Davis and Seconded by Director Cowley to reopen open session at 7:02pm motion passed as written.

Chairperson Hloben –Yea Vice-Chairperson Hennessey-Yea Director-Schriewer-Yea
Director Davis-Yea Director Cowley-Yea

13. **Report of Executive Session**

Nothing to Report

14. **Adjournment**

Upon motion made by Director Davis and seconded by Director Schriewer to adjourn. All in favor, motion passed as written. Meeting was adjourned at 7:04pm. Roll call vote;

Chairperson Hloben –Yea Vice-Chairperson Hennessey-Yea Director-Schriewer-Yea
Director Davis-Yea Director Cowley-Yea

(SEAL)

ATTEST _____

ATTEST _____

ORIGINAL

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

Call Type	Count
Abdominal Pain	6
Allergic Reaction	2
Animal Bite/Sting	1
Assault/Non-Sexual	6
Assist Invalid	2
Back Pain/NonTrauma/Cardiac	1
Back Pain/NonTrauma/Neurologic	2
Burns	1
Chest Pain/Non-Traumatic	15
Diabetic Complications/Symptoms	6
Difficulty Breathing	20
Dizziness/Vertigo	2
Fall/Less than 10 feet	14
Fire Standby	3
Headache/Non-traumatic	2
Hemorrhage	3
Medical Alarm	2
Move Up	6
Nausea/Vomiting	1
Overdose Possible	3
Pregnancy Complications/Labor/Birth	1
Psychiatric/Behavioral	13
Seizure/Convulsions	11
Sick Case	28
Stroke/CVA	2
Sudden Death	2
Syncope	2
Traffic Accident	25
Traumatic Injury	3
Unconscious/Person Down	3
Unconscious/Syncope/Weakness	8
Unknown	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											
6827	36											
6837	66											
6847	32											
6801	0											
6800	0											

TOTALS **197**

NEMESIS Transport: 133
 Non-Transport: 64
197

Building maintenance and projects

- Painted kitchen
- Beginning to move A/V equipment in training room

Medical Equipment Maintenance and Repairs

- All routine checks up to date and Auto Pulse units all back from repair and in service
- Two suction units received new batteries

Vehicle Maintenance and Projects Please see Attached Car Care Maintenance Report

- 6837 having some air ride issues which are being addressed by Foster Coach and Hilltop
- 6837's in dash navigation to be replaced under warranty with comparable model because current model is discontinued. Unit now has a mount that is broken and was received that way from Foster.

6800, Dobbs Tire and Auto

Notes	Maintenance Date	Cost Total
Oil Change and lube. Repaired both front tires for slow leak. Checked power steering for "whining" could not reproduce the issue. Tested for coolant leak and replaced both batteries.	1/30/2013 12:00:00 AM	417.6500
		417.6500

6827, Carquest

Notes	Maintenance Date	Cost Total
Exhaust clamp and hangers for 6827. Returned \$5.16 in parts not needed. Total price after readjusting is \$9.27	1/10/2013 12:00:00 AM	14.4300
		14.4300

6827, Hill Top Equipment

Notes	Maintenance Date	Cost Total
Oil Change and Check list. Located and diagnosed oil leak.	1/17/2013 12:00:00 AM	253.4200
Replaced rocker arm gaskets and diagnosed further oil leak to be caused by heads leaking between heads and block. leak is slowed with this repair and Hilltop advised to watch for worsening condition.	1/24/2013 12:00:00 AM	998.7900
		1252.2100

6837, Carquest

Notes	Maintenance Date	Cost Total
Found loss of high idle setting to be blown fuses. Replaced in house.	1/24/2013 12:00:00 AM	6.6800
		6.6800

Classes Held Staff

- Mandatory Skills Review 39/42 completed
- Hipaa Required 40/42 completed
- St Anthony's presented Sexual assault and the SANE nurse
- Newsletter Home Medications 12 ceus given

Classes Held Community

- 2 Cpr classes one for Cedar Springs and one for High Ridge elementary
- One outside Cpr class done

Upcoming Classes Staff

February: Alzheimer's Awareness and William OHara Mechanical rig inspections

Student Ride a long's

18 students for a total of 216 hours

Other Items

Continuing Refresher class

High Ridge Fire offering BBP and Nutrition ceu classes in Feb

CPR classes x2 for northwest school dist.

North Jefferson County Ambulance District

Scheduling - January 2013

Monthly Scheduling Fulltime

- 1 PTO day
- 4.5 Vacation days covered with part time employee's
- 15.5 hours covered for new truck to be picked up

Monthly Scheduling Part Time

- 2 12-Shifts are being filled with current part time employee's
- 1 open 12 hour shifts

Officer Relief

- 19 days of officer relief
- 2 open shifts for Officer's Coverage

Special Event Crew

- No special event crews this month
- Tried to put 3rd crew on night shift on January 31- no coverage found

North Jefferson County Ambulance District

Public Relations – February 2013

Events attended

- Jan 30th- Chamber of Commerce Meeting held at Jilly

Upcoming Events

- March- National Nutrition Month
- March 9TH- Firehouse 5k with HRFD for Autism
- March 12th – EMS Day at the capitol

Press Releases/Articles

- Press Release for New Hire Nicholas Greffet

NJCAD Monthly News Letter

- January- Review of Home Medications

Ongoing/Special Items:

Heart Health Month- February , besides being sponsored by cupid is also considered heart month. Heart Disease is still the #1 cause of deaths in the United States. Taking care of our blood pumping engine is crucial. Go red is a program started by the AHA to bring attention to this deadly disease. If you are interested, there are still Red NJCAD t-shirts available for purchase.



Lt. Jessica Maddock

NJCAD Hires New Full-Time Employee



North Jefferson County Ambulance District is pleased to bring Nicholas in as a full-time paramedic. He has been with the district as a part-time employee since August 2011 and is approaching his 2nd year as a paramedic. He moved into the full-time position as of January 1st, 2013, which was announced at the Board meeting on Jan. 21st.

"I am excited to join such an amazing team," he said, "and look forward to expanding my knowledge and skills within this community."

Chief Jamie Guinn said, "We look forward to welcoming Paramedic Nicholas to our full-time ranks. I am very pleased to make this announcement and look forward to his continued support as we progress into the future."

NJCAD is extremely excited to have them both as part of our team, and we wish them both a successful and long career.

NJCA LBI & Phone Solution

Charter Services	Bandwidth h MB	Term Months	MRC	OTC
10 MB LBI Includes /28 Static IP set	10	48	\$ 632.00	\$ 500
Existing Phone lines	5	48	\$ 138.89	\$ -
Total Monthly			\$ 770.89	
Current Total Monthly			\$ 439.93	

*** Pricing is final and good for 90 days**



Steve Notson | Major Account Executive | Charter Business
 C 314.780.4605 | F 636.220.7622
 941 Charter Commons Drive | Town & Country, MO 63017

1:53 PM

02/04/13

North Jefferson County Ambulance District
Account Listing
February 4, 2013

<u>Account</u>	<u>Type</u>	<u>Balance Total</u>	<u>Description</u>
General Checking	Bank	407,925.24	Commerce Bank Checking
Investments	Bank	497,972.12	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

1:52 PM
02/04/13
Cash Basis

North Jefferson County Ambulance District
Balance Sheet
As of January 31, 2013

	<u>Jan 31, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
General Checking	372,699.18
Healthcare Fund	42,988.55
Investments	497,972.12
Petty Cash	<u>100.00</u>
Total Checking/Savings	913,759.85
Other Current Assets	
Undeposited Funds	<u>15.00</u>
Total Other Current Assets	<u>15.00</u>
Total Current Assets	<u>913,774.85</u>
TOTAL ASSETS	<u>913,774.85</u>
LIABILITIES & EQUITY	
Equity	
Fund Balance	523,114.67
Net Income	<u>390,660.18</u>
Total Equity	<u>913,774.85</u>
TOTAL LIABILITIES & EQUITY	<u>913,774.85</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	153,184	525,000	-371,816	29%
Education Revenue	795	3,000	-2,205	27%
Grant Revenue	926			
Interest Revenue	0	1,200	-1,200	0%
Taxes, penalties & interest	979,265	1,620,609	-641,344	60%
Total INCOME	1,134,170	2,149,809	-1,015,639	53%
Total Income	1,134,170	2,649,809	-1,515,639	43%
Gross Profit	1,134,170	2,649,809	-1,515,639	43%
Expense				
IPN Fees	2			
Grant Allocation	0	6,293	-6,293	0%
GENERAL DISTRICT OPERATIONS				
Banking Fees	622	1,940	-1,318	32%
Board Director Reimbursement	0	3,600	-3,600	0%
Accounting Services	6,270	8,250	-1,980	76%
Administrative Supplies	1,571	7,247	-5,677	22%
Building Equipment	931	2,000	-1,069	47%
Building Maintenance/Supplies	9,207	25,000	-15,793	37%
Capital Purchases	0	182,204	-182,204	0%
Communications/Data	1,331	17,278	-15,947	8%
Computer Equipment/Hardware	788	21,500	-20,712	4%
Election of Board Director(s)	0	29,000	-29,000	0%
Insurance Premium	23,596	40,000	-16,404	59%
Lease Payments	67,624	142,206	-74,581	48%
Legal Fees	3,669	12,750	-9,082	29%
Meal Service	416	2,000	-1,584	21%
Public Relations	692	2,500	-1,808	28%
Software/IT	9,381	37,690	-28,309	25%
Subscriptions/Services	1,693	5,064	-3,371	33%
Training/Education	102	24,818	-24,716	0%
Utilities	6,237	14,035	-7,798	44%
Total GENERAL DISTRICT OPERATI...	134,130	579,082	-444,952	23%
AMBULANCE OPERATIONS				
Ambulance Equipment	0	2,400	-2,400	0%
Ambulance Supplies	111	1,000	-889	11%
Medical Equipment	-92	500	-592	-18%
Medical Equipment PM/Repair	4,318	5,000	-682	86%
Medical Supplies	8,183	41,480	-33,297	20%
VEHICLE				
Fuel	7,876	35,045	-27,169	22%
New Purchase	104,003	110,000	-5,997	95%
Repair/Maintenance	6,366	50,000	-43,634	13%
Total VEHICLE	118,245	195,045	-76,800	61%
Total AMBULANCE OPERATIONS	130,764	245,425	-114,661	53%
EMPLOYEE EXPENSES				
Education Allowance	68	7,500	-7,432	1%
Employee Appreciation	1,540	5,000	-3,460	31%
Group Insurance	29,393	171,920	-142,527	17%
Health/Background Screenings	57	8,000	-7,944	1%
HRA	510			
Miscellaneous Benefits	0	900	-900	0%
Personal Protective Equipment	0	5,000	-5,000	0%
Uniform Allowance	1,906	14,760	-12,854	13%
WAGES				
Wages	289,284	1,068,779	-779,495	27%
Longevity Benefit	17,400	19,100	-1,700	91%
Payroll Service	5,567	25,510	-19,943	22%
Payroll Taxes	27,690	95,000	-67,310	29%

2:04 PM
02/04/13
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>
Total WAGES	339,941	1,208,389	-868,448	28%
Workers Compensation	74,575	97,541	-22,966	76%
Total EMPLOYEE EXPENSES	447,989	1,519,010	-1,071,021	29%
Ending Fund Balance	0	300,000	-300,000	0%
Total Expense	712,884	2,649,810	-1,936,926	27%
Net Ordinary Income	421,286	-0	421,286	-89,635,302%
Net Income	<u>421,286</u>	<u>-0</u>	<u>421,286</u>	<u>-89,635,302%</u>

2:05 PM
 02/04/13
 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	1,134,170	2,149,809	-1,015,639	53%
Total Income	1,134,170	2,649,809	-1,515,639	43%
Gross Profit	1,134,170	2,649,809	-1,515,639	43%
Expense				
IPN Fees	2			
Grant Allocation	0	6,293	-6,293	0%
GENERAL DISTRICT OPERATIO...	134,130	579,082	-444,952	23%
AMBULANCE OPERATIONS	130,764	245,425	-114,661	53%
EMPLOYEE EXPENSES	447,989	1,519,010	-1,071,021	29%
Ending Fund Balance	0	300,000	-300,000	0%
Total Expense	712,884	2,649,810	-1,936,926	27%
Net Ordinary Income	421,286	-0	421,286	-89,635,302%
Net Income	421,286	-0	421,286	-89,635,302%

7:35 AM

02/16/13

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	-2,499.19	165,175.09	-167,674.28
Total Income	-2,499.19	165,175.09	-167,674.28
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>-2,999.19</u></u>	<u><u>0.00</u></u>	<u><u>-2,999.19</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	6/28/2012	0.45	\$ 549.51
2/10/2012	\$ 249,000	Aug-13		
2/10/2012	\$ 249,000	Oct-13		
	\$ 996,000			\$ 764.40

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	

North Jefferson County Ambulance District Deposits for Board Approval

ASSETS	Date	January 2013 Split	Paid Amount
Current Assets			
Checking/Savings			
General Checking			
	01/02/2013	Ambulance Net Income	1,468.05
	01/02/2013	Ambulance Net Income	1,465.83
	01/02/2013	Ambulance Net Income	660.00
	01/03/2013	Ambulance Net Income	2,493.24
	01/03/2013	Ambulance Net Income	756.98
	01/03/2013	Ambulance Net Income	2,893.35
	01/04/2013	Ambulance Net Income	625.20
	01/04/2013	Ambulance Net Income	92.42
	01/05/2013	Ambulance Net Income	1,555.64
	01/05/2013	Ambulance Net Income	1,733.14
	01/08/2013	Ambulance Net Income	2,142.48
	01/08/2013	Ambulance Net Income	202.83
	01/08/2013	Ambulance Net Income	494.02
	01/08/2013	Ambulance Net Income	187.79
	01/09/2013	Ambulance Net Income	1,242.92
	01/09/2013	Ambulance Net Income	831.75
	01/10/2013	Ambulance Net Income	1,799.80
	01/10/2013	Ambulance Net Income	4,001.94
	01/10/2013	Ambulance Net Income	246.64
	01/10/2013	Ambulance Net Income	1,296.60
	01/10/2013	Ambulance Net Income	287.42
	01/11/2013	Ambulance Net Income	160.01
	01/11/2013	Ambulance Net Income	20.00
	01/15/2013	Ambulance Net Income	7,814.80
	01/15/2013	Ambulance Net Income	312.08
	01/16/2013	Ambulance Net Income	189.00
	01/17/2013	Ambulance Net Income	1,852.97
	01/17/2013	Ambulance Net Income	275.85
	01/18/2013	Ambulance Net Income	435.46
	01/18/2013	Ambulance Net Income	13.61
	01/23/2013	Ambulance Net Income	806.25
	01/23/2013	Ambulance Net Income	315.14
	01/23/2013	Ambulance Net Income	853.11
	01/23/2013	Ambulance Net Income	50.00
	01/24/2013	Ambulance Net Income	3,736.86
	01/25/2013	Ambulance Net Income	1,025.72
	01/25/2013	Ambulance Net Income	1,165.80
	01/25/2013	Ambulance Net Income	386.74
	01/28/2013	Ambulance Net Income	601.41
	01/28/2013	Ambulance Net Income	282.13
	01/29/2013	Ambulance Net Income	1,226.12

North Jefferson County Ambulance District Deposits for Board Approval

Date	January 2013 Split	Paid Amount
01/29/2013	Ambulance Net Income	2,769.74
01/29/2013	Ambulance Net Income	1,539.28
01/30/2013	Ambulance Net Income	194.79
01/30/2013	Ambulance Net Income	556.40
01/30/2013	Ambulance Net Income	322.23
01/31/2013	Ambulance Net Income	540.67
01/31/2013	Ambulance Net Income	692.56
01/31/2013	Ambulance Net Income	231.27
01/31/2013	Ambulance Net Income	25.00
01/31/2013	Ambulance Net Income	1,865.93
01/19/2013	COBRA Payment	157.43
01/29/2013	Education Income	40.00
01/31/2013	Education Income	30.00
01/03/2013	Equipment Refund	1,024.49
01/31/2013	Grant Revenue	926.24
01/29/2013	Petty Cash	10.00
01/04/2013	Taxes, penalties & interest	219.70
01/11/2013	Taxes, penalties & interest	251,316.88
01/29/2013	Taxes, penalties & interest	0.02
Total General Checking		310,463.73
Total Checking/Savings		310,463.73
Total Current Assets		310,463.73
TOTAL ASSETS		310,463.73

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North Jefferson County Ambulance District
Deposits for Board Approval
January 2013

ASSETS

Current Assets

Checking/Savings

General Checking

North Jefferson County Ambulance District
Deposits for Board Approval
January 2013

56,738.97

70.00

251,536.60

Total General Checking

Total Checking/Savings

Total Current Assets

TOTAL ASSETS

	<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			
Expenditures	(198,810.97)	(904,090.58)	(206,313.09)			
	\$ (145,724.95)	\$ (104,635.93)	104,150.64	-	-	-
	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>
Revenues						
Expenditures						
	-	-	-	-	-	-

Year-to-Date	
Revenues	\$ 1,163,004.40
Expenditures	\$ (1,309,214.64)
Net	\$ (146,210.24)

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	\$104,670.00	\$44,483.00	42.5%	\$29,096.00	27.8%	70.3%	\$0.00	\$0.00	\$31,091.00	29.7%	\$47,185.68
Dec	147	128	19	\$122,433.00	\$48,234.00	39.4%	\$33,208.00	27.1%	66.5%	\$0.00	\$0.00	\$40,991.00	33.5%	\$53,554.10
Jan	133	108	25	\$109,920.00	\$11,720.00	10.7%	\$12,260.00	11.2%	21.8%	\$0.00	\$0.00	\$85,940.00	78.2%	\$57,593.96
Feb	0													
Mar	0													
Apr	0													
May	0													
Jun	0													
Jul	0													
Aug	0													
Sep	0													
Oct	0													
Averages	34	109	27	\$112,341	\$34,812	30.9%	\$24,855	22.0%	52.9%					\$52,778
Totals	407	327	80	\$337,023.00	\$104,437.00	30.9%	\$74,564.00	22.0%	52.9%	\$0.00	\$0.00	\$158,022.00	46.9%	\$158,333.74

Write Off's for 2.2013

Bad Debt at Collection (6/30/2011)

\$ 12,623.02

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Paid Amount</u>
A-1 Quality Carpet Cleaning Corporation				
1/24/2013	Bill Pay	A-1 Quality Carpet Cleaning Corpor...	Building Maintenance/Supplies	-855.00
Total A-1 Quality Carpet Cleaning Corporation				-855.00
ADP, Inc				
1/10/2013	EFT	ADP, Inc	Payroll Service	-1,728.53
Total ADP, Inc				-1,728.53
Ameren UE				
1/9/2013	Billpay	Ameren UE	Utilities	-535.41
Total Ameren UE				-535.41
At&t				
1/27/2013	EFT	At&t	Communications/Data	-143.24
Total At&t				-143.24
Bemes, Inc.				
1/17/2013	Bill Pay	Bemes, Inc.	Medical Supplies	-39.80
Total Bemes, Inc.				-39.80
Bound Tree Medical LLC				
1/24/2013	Bill Pay	Bound Tree Medical LLC	Medical Supplies	-1,139.82
1/30/2013	Bill Pay	Bound Tree Medical LLC	Medical Supplies	-326.02
Total Bound Tree Medical LLC				-1,465.84
C.E.S. Pest & Termite Control, Inc.				
1/17/2013	Bill Pay	C.E.S. Pest & Termite Control, Inc.	Building Maintenance/Supplies	-70.00
Total C.E.S. Pest & Termite Control, Inc.				-70.00
Cardinal Door Inc.				
1/10/2013	Bill Pay	Cardinal Door Inc.	Building Maintenance/Supplies	-1,034.47
1/30/2013	Bill Pay	Cardinal Door Inc.	Building Maintenance/Supplies	-306.70
Total Cardinal Door Inc.				-1,341.17
Cardinal Lawn & Landscape, Inc.				
1/17/2013	Bill Pay	Cardinal Lawn & Landscape, Inc.	Building Maintenance/Supplies	-375.00
Total Cardinal Lawn & Landscape, Inc.				-375.00
Carquest Auto Parts/High Ridge				
1/10/2013	Bill Pay	Carquest Auto Parts/High Ridge	Repair/Maintenance	-14.43
1/24/2013	Bill Pay	Carquest Auto Parts/High Ridge	Repair/Maintenance	-6.68
Total Carquest Auto Parts/High Ridge				-21.11
Charter Communications				
1/4/2013	Billpay	Charter Communications	Utilities	-80.28
1/10/2013	Billpay	Charter Communications	Communications/Data	-467.48
1/30/2013	Billpay	Charter Communications	Utilities	-80.28
Total Charter Communications				-628.04
Cintas Corporation				
1/17/2013	Billpay	Cintas Corporation	Building Maintenance/Supplies	-102.20
Total Cintas Corporation				-102.20
CK Power Corporation				
1/24/2013	Bill Pay	CK Power Corporation	Building Maintenance/Supplies	-655.00
Total CK Power Corporation				-655.00
Commerce Bank				
1/2/2013	EFT	Commerce Bank	Banking Fees	-1.95
1/4/2013	EFT	Commerce Bank	Lease Payments	-2,584.94

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Paid Amount</u>
1/19/2013	EFT	Commerce Bank	Banking Fees	-3.19
1/25/2013	EFT	Commerce Bank	Banking Fees	-0.85
1/30/2013	EFT	Commerce Bank	Lease Payments	-32,195.90
Total Commerce Bank				-34,786.83
Commerce Bank NA				
1/17/2013	EFT	Commerce Bank NA	Lease Payments	-10,681.58
Total Commerce Bank NA				-10,681.58
CPI Qualified Plan Consultants				
1/11/2013	EFT/PA...	CPI Qualified Plan Consultants	Wages	-735.35
1/25/2013	EFT/PA...	CPI Qualified Plan Consultants	Wages	-735.35
Total CPI Qualified Plan Consultants				-1,470.70
Datamax				
1/3/2013	Billpay	Datamax	Software/IT	-403.00
1/3/2013	Billpay	Datamax	Software/IT	-82.00
1/17/2013	Billpay	Datamax	Lease Payments	-244.98
1/17/2013	Billpay	Datamax	Software/IT	-1,430.40
1/24/2013	BILLPAY	Datamax	Software/IT	-70.00
1/24/2013	Billpay	Datamax	Software/IT	-401.00
1/30/2013	Billpay	Datamax	Software/IT	-82.00
Total Datamax				-2,713.38
Delta Dental				
1/30/2013	BILLPAY	Delta Dental	Group Insurance	-833.00
Total Delta Dental				-833.00
DNT Inc				
1/24/2013	Billpay	DNT Inc	Subscriptions/Services	-40.00
Total DNT Inc				-40.00
Dobbs Tire and Auto Centers				
1/30/2013	Bill Pay	Dobbs Tire and Auto Centers	Repair/Maintenance	-417.65
Total Dobbs Tire and Auto Centers				-417.65
E & M Plumbing Co, Inc.				
1/24/2013	Bill Pay	E & M Plumbing Co, Inc.	Building Maintenance/Supplies	-168.00
Total E & M Plumbing Co, Inc.				-168.00
EMS Technology Solutions, LLC				
1/17/2013	BILLPAY	EMS Technology Solutions, LLC	Subscriptions/Services	-160.00
Total EMS Technology Solutions, LLC				-160.00
Hilltop Equipment Inc.				
1/17/2013	Bill Pay	Hilltop Equipment Inc.	Repair/Maintenance	-253.42
1/24/2013	Bill Pay	Hilltop Equipment Inc.	Repair/Maintenance	-998.79
Total Hilltop Equipment Inc.				-1,252.21
IESI Missouri				
1/28/2013	BILLPAY	IESI Missouri	Utilities	-244.34
Total IESI Missouri				-244.34
MCA Management Company DBA				
1/17/2013	BILLPAY	MCA Management Company DBA	Ambulance Net Income	-445.99
Total MCA Management Company DBA				-445.99
Missouri Employers Mutual Insurance				
1/25/2013	TRANS	Missouri Employers Mutual Insurance	Workers Compensation	-7,276.00

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Paid Amount</u>
Total Missouri Employers Mutual Insurance				-7,276.00
Missouri Natural Gas Company				
1/3/2013	BILLPAY	Missouri Natural Gas Company	Utilities	-202.06
Total Missouri Natural Gas Company				-202.06
NJCAD Pension Transfer				
1/4/2013	TRANS	NJCAD Pension Transfer	Taxes, penalties & interest	-19.91
1/18/2013	TRANS	NJCAD Pension Transfer	Taxes, penalties & interest	-124.92
1/18/2013	TRAN	NJCAD Pension Transfer	Taxes, penalties & interest	-22,817.60
Total NJCAD Pension Transfer				-22,962.43
Northeast Public Sewer District				
1/10/2013	Billpay	Northeast Public Sewer District	Utilities	-36.71
1/24/2013	BILLPAY	Northeast Public Sewer District	Utilities	-58.49
1/24/2013	Billpay	Northeast Public Sewer District	Utilities	-19.43
Total Northeast Public Sewer District				-114.63
Northwest Jefferson County Chamber				
1/17/2013	Bill Pay	Northwest Jefferson County Chamber	Subscriptions/Services	-250.00
Total Northwest Jefferson County Chamber				-250.00
OzArc Gas Equipment & Supply, Inc.				
1/3/2013	BILLPAY	OzArc Gas Equipment & Supply, Inc.	Medical Supplies	-117.76
1/17/2013	BILLPAY	OzArc Gas Equipment & Supply, Inc.	Medical Supplies	-22.32
1/24/2013	BILLPAY	OzArc Gas Equipment & Supply, Inc.	Medical Supplies	-95.96
1/30/2013	BILLPAY	OzArc Gas Equipment & Supply, Inc.	Medical Supplies	-78.47
Total OzArc Gas Equipment & Supply, Inc.				-314.51
Payroll				
1/11/2013	TRANS	Payroll	-SPLIT-	-12,869.93
1/11/2013	TRANS	Payroll	-SPLIT-	-31,480.79
1/25/2013	TRANS	Payroll	Wages	-33,582.10
1/25/2013	TRANS	Payroll	-SPLIT-	-14,120.17
Total Payroll				-92,052.99
Pitney Bowes-Rental				
1/24/2013	Pill Bay	Pitney Bowes-Rental	Administrative Supplies	-62.28
Total Pitney Bowes-Rental				-62.28
Public Water Supply District #2				
1/14/2013	BILLPAY	Public Water Supply District #2	Utilities	-49.50
Total Public Water Supply District #2				-49.50
Robert K. Sweeney				
1/17/2013	Bill Pay	Robert K. Sweeney	Legal Fees	-501.00
Total Robert K. Sweeney				-501.00
Sam's Club				
1/14/2013	Bill Pay	Sam's Club	Sam's Club	-335.39
Total Sam's Club				-335.39
Spinner & Kummer, P.C.				
1/10/2013	BILLPAY	Spinner & Kummer, P.C.	Accounting Services	-870.00
Total Spinner & Kummer, P.C.				-870.00
St. Anthony's Emergency Department				
1/10/2013	BILLPAY	St. Anthony's Emergency Department	Medical Supplies	-605.70
1/24/2013	BILLPAY	St. Anthony's Emergency Department	Medical Supplies	-739.90

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

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Paid Amount</u>
Total St. Anthony's Emergency Department				-1,345.60
Sunset Ford				
1/10/2013	Bill Pay	Sunset Ford	Medical Equipment PM/Repair	-662.45
Total Sunset Ford				-662.45
TASC-FSA				
1/11/2013	EFT/PA...	TASC-FSA	Wages	-492.28
1/25/2013	EFT/PA...	TASC-FSA	Wages	-492.28
Total TASC-FSA				-984.56
TASC-HRA				
1/7/2013		TASC-HRA	HRA	-330.00
Total TASC-HRA				-330.00
The Lincoln National Life Insurance Co.				
1/3/2013	EFT	The Lincoln National Life Insurance...	Group Insurance	-1,075.32
Total The Lincoln National Life Insurance Co.				-1,075.32
Travelers-Workers Comensation Plan				
1/30/2013	Bill Pay	Travelers-Workers Comensation Plan	Workers Compensation	-10,385.27
Total Travelers-Workers Comensation Plan				-10,385.27
Visa/Commerce Bank				
1/23/2013	EFT	Visa/Commerce Bank	Visa	-2,512.05
Total Visa/Commerce Bank				-2,512.05
WirelessUSA Inc				
1/24/2013	BILLPAY	WirelessUSA Inc	Communications/Data	-36.00
Total WirelessUSA Inc				-36.00
Wright Express				
1/8/2013	EFT	Wright Express	Fuel	-2,547.17
Total Wright Express				-2,547.17
Scott, Kimberly				
1/8/2013	18666	Scott, Kimberly	Wages	-147.09
Total Scott, Kimberly				-147.09
No name				
1/3/2013			Banking Fees	-122.77
Total no name				-122.77
TOTAL				-206,313.09