



## **Board Packet**

Regular Open Meeting – March 18, 2013 at 6:00pm

### **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

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

# Agenda

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

### Monday, March 18, 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, March 15, 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 – February 25, 2013
  - b. Executive Minutes – February 25, 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. Charter Service Upgrade
  - b. Board HIPAA Training Dates
11. **New Business**
12. **Business & Financial Reports**
  - a. Account Listings
    - i. Checking: **\$610,169.65**
    - ii. Investments: **\$747,000.00**
  - b. Balance Sheet
  - c. Current Budget
  - d. Lease Summary
  - e. Investments
  - f. Accounts Receivable Reports
  - g. Uncollectible Report for March-**\$18,289.16**
  - h. Approval of District Bills February **\$216,937.37**
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

February 25, 2013

1. **Call to Order**

The regular monthly meeting of the North Jefferson County Ambulance District Board of Directors was called to order at 6:38 pm by Chairperson Hloben.

2. **Roll Call**

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

Late Arrival:

Absent: Treasurer Julia Vessells

**In Attendance:**

Staff: Chief Jamie Guinn, Legal Counsel Bob Sweeney, LT. Jessica Maddock, Capt. Bill O'Hara, Dottie Colombo, Nick Greffet, John Herr, 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 Director Schriewer and Seconded by Vice-Chair Hennessey to approve the amended agenda replacing November & December with January on Monthly Bills.

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

Chairperson Hloben –Yea

Secretary Hennessey – Yea

Director Schriewer-Yea

Director Davis -Yea

Director Cowley - Yea

5. **Approval of Minutes**

a. **Regular Meeting Open Minutes January 21, 2013**

Motion made by Vice –Chair Hennessey and Seconded by Director Cowley to approve the Regular Meeting Open Minutes for January 21, 2013.

Motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Secretary Hennessey-Yea

Director Schriewer-Yea

Director Davis-Yea

Director Cowley- Yea

b. **Executive Minutes January 21, 2013**

Upon motion made by Director Cowley and seconded by Director Schriewer to approve the Executive minutes for January 21, 2013.

Motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Secretary Hennessey-Yea

Director Schriewer-Yea

Director Davis-Yea

Director Cowley-Yea

c. Executive Minutes February 13, 2013

Upon motion made by Vice Chair Hennessey and seconded by Director Cowley to approve the Executive minutes for February 13, 2013.

Motion passed as written. Roll call vote;

Chairperson Hloben –Abstain

Secretary Hennessey-Yea

Director Schriewer-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**

Shop Steward Jessica Maddock advised relations between the shop and district is going well and they are working on the upcoming election in support of Diana Davis and Rebecca Cowley. Steward Maddock requested to open contract negotiations in March. It was advised per Legal Counsel Negotiation need to be in an executive work session.

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. Drive Camera Update
- b. Election 2013 Update
- c. MEM Workers Compensation Refund
- d. Board Member HIPAA Training Dates

10. **New Business**

- a. Presentation & Vote to Amend Board By-Laws to Reflect Carver Module  
Discussion was had, Chairperson Hloben had concerns this could take the power away from the members. District Counsel Sweeney advised this module secures stability board wide and further ensures all members are aware of any situation that may arise to be investigated. Chief Guinn advised NJCAD currently operates under these guidelines and by amending Board By-Laws ensures accountability and consistency outlined for future Board Members and whoever is in the Chiefs position.  
Motion by Director Schriewer and Seconded by Director Cowley  
All in favor, motion passed as written. Roll call vote:

Chairperson Hloben –Ney

Vice-Chairperson Hennessey-Yea

Director-Schriewer-Yea

Director Davis-Yea

Director Cowley-Yea

b. Presentation of Charter Service Upgrade

Discussion was had surrounding U-Verse verses Charter with a difference of approximately \$350.00 per month increase in internet/phone service. Chief Guinn advised a meeting was held with NJCAD data max IT representative Bob Hutchins and Charters representative surrounding this proposal. Per Mr. Hutchins

NJCAD current service is coming in on cooper line and with current software utilized by NJCAD to conduct daily business NJCAD is at maximum capacity for our cooper service line of 4 GB. Discussion was had between Chief Guinn and Mr. Hutchins surrounding options of U-Verse compared to Charter, Mr. Hutchins advised against U-Verse for several reasons. After discussion by NJCAD Board Chief Guinn advised he would further investigate the options and report back at the March 18<sup>th</sup>, 2013 meeting.

- c. Presentation & Vote to approve Amended 2012-2013 Budget as presented  
Motion by Director Davis and Seconded Director Cowley to approve the Amended 2012-2013 Budget as presented: All in favor, motion passed as written.

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

**11. Business & Financial Reports**

- a. Account Listings
  - (i) Checking: \$407,925.24
  - (ii) Investments:\$497,972.12
- b. Balance Sheet
- c. Investment Schedule
- d. Current Budget
- e. Lease Summary
- f. Accounts Receivable Reports
- g. Uncollectible Reports – February 2013 **\$12,623.02**

Motion made by Director Davis and seconded by Directed Cowley to approve the Uncollectible Report for February 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 –January 2013 Total **\$206,313.09**  
Motion made by Director Schriewer and seconded by Director Cowley to approve the bills for January 2013 in the amount of **\$206,313.09** 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 7:45 by Director Schriewer 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 open Executive session**

Motion made at 7:45 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 at 8:03 by Director Davis and Seconded by Director Schriewer to close Executive 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 at 8:03 made by Director Davis and seconded by Director Cowley to adjourn. All in favor, motion passed as written. Meeting was adjourned at 8:03 Roll call vote;

Chairperson Hloben –Yea  
Director Davis-Yea

Vice-Chairperson Hennessey-Yea  
Director Cowley-Yea

Director-Schriewer-Yea

(SEAL)

ATTEST \_\_\_\_\_

ATTEST \_\_\_\_\_

ORIGINAL

**North Jefferson County Ambulance District  
Dispatch Analysis Report  
02-01-2013 to 02-28-2013**

Call Type	Count
Abdominal Pain	6
Animal Bite/Sting	1
Assault/Non-Sexual	1
Assist Invalid	4
Cardiac Arrhythmia/Palpitation	2
Cardiorespiratory Arrest	4
Chest Pain/Non-Traumatic	25
Diabetic Complications/Symptoms	7
Difficulty Breathing	16
Eye Injury	1
Fall/Less than 10 feet	15
Fire Standby	5
Fracture/Dislocation Suspected	1
Headache/Non-traumatic	1
Hemorrhage	3
Hypertension	1
Medical Alarm	1
Move Up	4
Overdose Possible	1
Poisoning-Inject/Inhalation/Absorption	1
Pregnancy Complications/Labor/Birth	2
Psychiatric/Behavioral	13
Seizure/Convulsions	7
Sick Case	17
Stroke/CVA	4
Sudden Death	1
Traffic Accident	28
Traumatic Injury	4
Unconscious/Person Down	2
Unconscious/Syncope/Weakness	8
Unknown	2

**Building maintenance and projects**

- Preparing to paint board room
- No other major issues or projects at this time.

**Medical Equipment Maintenance and Repairs**

- New walkies engraved with NJCAD and unit number

**Vehicle Maintenance and Projects Please see Operative I.Q. Maintenance Report**

- 6837 had air ride compressor replaced under warranty due to faulty placement by Keldermann. Debris cover also sent at no charge to prevent further issues.
- Drive cameras installed by 6804 in all district owned vehicles.



## 6800, Autozone, 7.16

Notes	Maintenance Date
4 gallons of washer fluid	2/20/2013 12:00:00 AM

## 6837, Hill Top Equipment, 265.72

Notes	Maintenance Date
Disassembled air ride compressor and cleaned road debris from inside. Foster Coach made aware and are sending a cover piece for compressor. Cleaning had to be performed a total of two times.	2/21/2013 12:00:00 AM

## 6837, The UPS store, 17.87

Notes	Maintenance Date
Shipping for defective in dash navigation unit	2/20/2013 12:00:00 AM

## 6847, Hill Top Equipment, 441.70

Notes	Maintenance Date
Replaced valve on air tank for air ride system.	2/21/2013 12:00:00 AM

## 6847, Northwest Towing, 335.00

Notes	Maintenance Date
Two tow bills for 6847	2/28/2013 12:00:00 AM

## 6847, Sunset Ford , 1281.98

Notes	Maintenance Date
Replaced turbo clamp and injectors. Found oil leaks and repaired oil leaks and replaced glow plug wiring harness.	2/6/2013 12:00:00 AM

### Classes Held Staff

- Mandatory Skills Review completed
- Hipaa Required completed Most of board members completed
- St Anthony's presented Blood Lab Values
- St Anthony's presented BBP and Nutrition
- In house class was presented by the Alzheimer's Association

### Classes Held Community

- 2 Cpr classes

### Upcoming Classes Staff

March: Mega code and report writing

### Student Ride a long's

19 students for a total of 228 hours

### Other Items

St. Anthony's presenting Diabetes in March

March finishing National Registry 48 hour course

### Special Notes:

I would like to make a special note that this February's class presented by the Alzheimer's group was put together by Paramedic Mike De' Angelo. Thanks for his efforts!

**Monthly Scheduling Fulltime**

- 3 PTO days
- 15.3 Vacation days covered with part time employee's
- 1 Work Comp Day

**Monthly Scheduling Part Time**

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

**Officer Relief**

- 20 days of officer relief
- 1 unfilled Officer's Relief

**Special Event Crew**

- 1 Special Events Crew Day

**Events attended**

- Feb 27<sup>th</sup>- Chamber of Commerce Meeting at Jilly's
- March 9<sup>th</sup>- Firehouse 5K with HRFD for Autism
- March 16<sup>th</sup>- Rotary Fundraiser. NJCAD Shop donated 2 bicycles for this event.
- March 12<sup>th</sup>- EMS Day at the capitol

**Upcoming Events**

- April 27<sup>th</sup>- Drug Take back Day at NJCAD

**Press Releases/Articles**

- Press Release for Drug Take back Day

**Ongoing/Special Items:**

March National Nutrition Month: National Nutrition Month is a campaign created by the Academy of Nutrition and Dietetics. This campaign was specifically designated for the month of March, so let's kick it off right with improved eating habits and ideas for people of all levels of well-being.



Lt. Jessica Maddock

9:56 AM

03/01/13

**North Jefferson County Ambulance District**  
**Account Listing**  
**March 1, 2013**

<u>Account</u>	<u>Type</u>	<u>Balance Total</u>	<u>Description</u>
General Checking	Bank	610,169.65	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

9:57 AM  
03/01/13  
Cash Basis

**North Jefferson County Ambulance District**  
**Balance Sheet**  
As of February 28, 2013

	<u>Feb 28, 13</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
General Checking	620,612.26
Healthcare Fund	25,537.10
Investments	747,000.00
Petty Cash	100.00
<b>Total Checking/Savings</b>	<u>1,393,249.36</u>
Accounts Receivable	
Accounts Receivable	-157.93
<b>Total Accounts Receivable</b>	<u>-157.93</u>
<b>Total Current Assets</b>	<u>1,393,091.43</u>
<b>TOTAL ASSETS</b>	<b><u>1,393,091.43</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Fund Balance	523,114.67
Net Income	869,976.76
<b>Total Equity</b>	<u>1,393,091.43</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,393,091.43</u></b>

9:57 AM  
03/01/13  
Cash Basis

North Jefferson County Ambulance District  
Budget  
November 2012 through October 2013

	Nov '12 - Oct 13	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Beginning Fund Balance	0	500,000	-500,000	0%
<b>INCOME</b>				
Ambulance Net Income	191,472	525,000	-333,528	36%
Education Revenue	795	3,000	-2,205	27%
Grant Revenue	926			
Interest Revenue	0	1,200	-1,200	0%
Taxes, penalties & interest	1,526,553	1,620,609	-94,056	94%
<b>MISC INCOME</b>	528			
<b>Total INCOME</b>	<u>1,720,274</u>	<u>2,149,809</u>	<u>-429,536</u>	<u>80%</u>
<b>Total Income</b>	<u>1,720,274</u>	<u>2,649,809</u>	<u>-929,536</u>	<u>65%</u>
<b>Gross Profit</b>	<u>1,720,274</u>	<u>2,649,809</u>	<u>-929,536</u>	<u>65%</u>
<b>Expense</b>				
IPN Fees	3			
Grant Allocation	0	6,293	-6,293	0%
<b>GENERAL DISTRICT OPERATIONS</b>				
Banking Fees	771	1,940	-1,169	40%
Board Director Reimbursement	0	3,600	-3,600	0%
Accounting Services	6,270	8,250	-1,980	76%
Administrative Supplies	2,023	7,247	-5,225	28%
Building Equipment	2,303	2,000	303	115%
Building Maintenance/Supplies	9,436	25,000	-15,564	38%
Capital Purchases	0	165,066	-165,066	0%
Communications/Data	1,332	17,278	-15,946	8%
Computer Equipment/Hardware	853	21,500	-20,647	4%
Election of Board Director(s)	0	29,000	-29,000	0%
Insurance Premium	23,676	23,676	0	100%
Lease Payments	78,551	142,206	-63,655	55%
Legal Fees	5,970	12,750	-6,780	47%
Meal Service	811	2,000	-1,189	41%
Public Relations	692	2,500	-1,808	28%
Software/IT	9,978	37,690	-27,712	26%
Subscriptions/Services	2,473	5,064	-2,591	49%
Training/Education	682	24,818	-24,136	3%
Utilities	7,414	14,035	-6,621	53%
<b>Total GENERAL DISTRICT OPERATI...</b>	<u>153,235</u>	<u>545,620</u>	<u>-392,385</u>	<u>28%</u>
<b>AMBULANCE OPERATIONS</b>				
Ambulance Equipment	1,939	2,400	-461	81%
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	10,772	41,480	-30,708	26%
<b>VEHICLE</b>				
Fuel	9,998	35,045	-25,047	29%
New Purchase	104,003	104,003	0	100%
Repair/Maintenance	8,497	50,000	-41,503	17%
<b>Total VEHICLE</b>	<u>122,498</u>	<u>189,048</u>	<u>-66,550</u>	<u>65%</u>
<b>Total AMBULANCE OPERATIONS</b>	<u>139,545</u>	<u>239,428</u>	<u>-99,883</u>	<u>58%</u>
<b>EMPLOYEE EXPENSES</b>				
Education Allowance	68	7,500	-7,432	1%
Employee Appreciation	1,659	5,000	-3,341	33%
Group Insurance	50,868	171,920	-121,052	30%
Health/Background Screenings	151	8,000	-7,850	2%
HRA	840			
Miscellaneous Benefits	0	900	-900	0%
Personal Protective Equipment	0	5,000	-5,000	0%
Uniform Allowance	2,377	14,760	-12,383	16%
<b>WAGES</b>				
Deployment	-296			
Wages	375,014	1,068,779	-693,765	35%
Longevity Benefit	17,400	19,100	-1,700	91%

9:57 AM  
03/01/13  
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>
Payroll Service	7,268	25,510	-18,242	28%
Payroll Taxes	34,138	95,000	-60,862	36%
<b>Total WAGES</b>	<b>433,523</b>	<b>1,208,389</b>	<b>-774,866</b>	<b>36%</b>
Workers Compensation	84,956	137,000	-52,044	62%
<b>Total EMPLOYEE EXPENSES</b>	<b>574,442</b>	<b>1,558,469</b>	<b>-984,027</b>	<b>37%</b>
Ending Fund Balance	0	300,000	-300,000	0%
<b>Total Expense</b>	<b>867,225</b>	<b>2,649,810</b>	<b>-1,782,585</b>	<b>33%</b>
<b>Net Ordinary Income</b>	<b>853,049</b>	<b>-0</b>	<b>853,050</b>	<b>-181,499,823%</b>
<b>Net Income</b>	<b>853,049</b>	<b>-0</b>	<b>853,050</b>	<b>-181,499,823%</b>



9:57 AM  
 03/01/13  
 Cash Basis

North Jefferson County Ambulance District  
**Budget**  
 November 2012 through October 2013

	Nov '12 - Oct 13	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Beginning Fund Balance	0	500,000	-500,000	0%
<b>INCOME</b>	1,720,274	2,149,809	-429,536	80%
<b>Total Income</b>	1,720,274	2,649,809	-929,536	65%
<b>Gross Profit</b>	1,720,274	2,649,809	-929,536	65%
<b>Expense</b>				
IPN Fees	3			
Grant Allocation	0	6,293	-6,293	0%
GENERAL DISTRICT OPERATIO...	153,235	545,620	-392,385	28%
AMBULANCE OPERATIONS	139,545	239,428	-99,883	58%
EMPLOYEE EXPENSES	574,442	1,558,469	-984,027	37%
Ending Fund Balance	0	300,000	-300,000	0%
<b>Total Expense</b>	867,225	2,649,810	-1,782,585	33%
<b>Net Ordinary Income</b>	853,049	-0	853,050	-181,499,823%
<b>Net Income</b>	<b>853,049</b>	<b>-0</b>	<b>853,050</b>	<b>-181,499,823%</b>

10:05 AM

03/01/13

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>
<b>Income</b>			
<b>Taxes, penalties &amp; interest</b>	-2,499.19	165,175.09	-167,674.28
<b>Total Income</b>	-2,499.19	165,175.09	-167,674.28
<b>Expense</b>			
<b>Administrative Fees</b>	500.00	500.00	0.00
<b>Benefits paid</b>	0.00	164,675.09	-164,675.09
<b>Total Expense</b>	500.00	165,175.09	-164,675.09
<b>Net Income</b>	<u><u>-2,999.19</u></u>	<u><u>0.00</u></u>	<u><u>-2,999.19</u></u>

10:05 AM  
03/01/13  
Cash Basis

**North Jefferson County Ambulance District-Pension**  
**Balance Sheet**  
As of February 28, 2013

	<u>Feb 28, 13</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Cash in bank	61,204.97
Investments	1,243,318.31
<b>Total Checking/Savings</b>	<u>1,304,523.28</u>
<b>Total Current Assets</b>	<u>1,304,523.28</u>
<b>TOTAL ASSETS</b>	<b><u>1,304,523.28</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Fund Balance	1,307,522.47
Net Income	-2,999.19
<b>Total Equity</b>	<u>1,304,523.28</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,304,523.28</u></b>

# 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		
	<b>\$ 996,000</b>			<b>\$ 764.40</b>

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%	
	<b>\$ 898,000</b>			<b>\$ 709</b>

2010-2011FY Investments

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

	<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		
Expenditures	(198,810.97)	(904,090.58)	(206,313.09)	(216,937.37)		
	\$ (145,724.95)	\$ (104,635.93)	104,150.64	247,913.08	-	-
	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>
Revenues						
Expenditures						
	-	-	-	-	-	-

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Year-to-Date	
Revenues	\$ 1,627,854.85
Expenditures	\$ (1,526,152.01)
Net	\$ 101,702.84

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
<b>Totals</b>	<b>407</b>	<b>327</b>	<b>80</b>	<b>\$337,023.00</b>	<b>\$104,437.00</b>	<b>30.9%</b>	<b>\$74,564.00</b>	<b>22.0%</b>	<b>52.9%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$158,022.00</b>	<b>46.9%</b>	<b>\$158,333.74</b>

## North Jefferson County Ambulance District Deposits for Board Approval

ASSETS	Date	February 2013	Split	Paid Amount
Current Assets				
Checking/Savings				
General Checking				
	02/01/2013	Ambulance Net Income		408.99
	02/01/2013	Ambulance Net Income		207.74
	02/01/2013	Ambulance Net Income		358.05
	02/05/2013	Ambulance Net Income		1,357.75
	02/05/2013	Ambulance Net Income		755.00
	02/05/2013	Ambulance Net Income		1,034.90
	02/06/2013	Ambulance Net Income		580.14
	02/06/2013	Ambulance Net Income		516.78
	02/06/2013	Ambulance Net Income		386.41
	02/07/2013	Ambulance Net Income		336.04
	02/07/2013	Ambulance Net Income		422.88
	02/07/2013	Ambulance Net Income		138.37
	02/08/2013	Ambulance Net Income		1,035.09
	02/08/2013	Ambulance Net Income		565.73
	02/08/2013	Ambulance Net Income		397.08
	02/09/2013	Ambulance Net Income		770.95
	02/12/2013	Ambulance Net Income		2,076.59
	02/12/2013	Ambulance Net Income		1,633.50
	02/12/2013	Ambulance Net Income		664.99
	02/13/2013	Ambulance Net Income		2,203.54
	02/14/2013	Ambulance Net Income		1,266.39
	02/14/2013	Ambulance Net Income		1,087.41
	02/14/2013	Ambulance Net Income		250.96
	02/15/2013	Ambulance Net Income		20.00
	02/15/2013	Ambulance Net Income		702.57
	02/19/2013	Ambulance Net Income		2,073.99
	02/20/2013	Ambulance Net Income		120.02
	02/20/2013	Ambulance Net Income		1,592.47
	02/20/2013	Ambulance Net Income		544.46
	02/20/2013	Ambulance Net Income		268.69
	02/20/2013	Ambulance Net Income		640.20
	02/21/2013	Ambulance Net Income		5,999.17
	02/21/2013	Ambulance Net Income		3,868.79
	02/21/2013	Ambulance Net Income		672.00
	02/21/2013	Ambulance Net Income		99.17
	02/25/2013	Ambulance Net Income		296.40
	02/26/2013	Ambulance Net Income		1,927.91
	02/26/2013	Ambulance Net Income		385.16
	02/26/2013	Ambulance Net Income		203.60
	02/27/2013	Ambulance Net Income		77.00
	02/27/2013	Ambulance Net Income		178.03
	02/28/2013	Ambulance Net Income		236.78



**North Jefferson County Ambulance District  
Deposits for Board Approval**

	Date	February 2013 Split	Paid Amount	
	02/28/2013	Ambulance Net Income	657.35	39,019.04
	02/28/2013	COBRA	157.43	
	02/22/2013	Investments	-249,000.00	
	02/04/2013	Taxes, penalties & interest	65,628.96	
	02/05/2013	Taxes, penalties & interest	574,089.18	
	02/12/2013	Taxes, penalties & interest	34,403.84	674,121.98
	02/05/2013	Transfer from Pension	500.00	
	02/01/2013	Undeposited Funds	15.00	
	02/06/2013	Undeposited Funds	20.00	35.00
	02/13/2013	Uniform	7.00	
	02/28/2013	Uniform	10.00	17.00
		Total General Checking	<u>464,850.45</u>	
		Total Checking/Savings	<u>464,850.45</u>	
		Total Current Assets	<u>464,850.45</u>	
		<b>TOTAL ASSETS</b>	<b><u><u>464,850.45</u></u></b>	
		<b>LIABILITIES &amp; EQUITY</b>		
		<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>                    </u></u>	

Write Off's for 3.2013

Bad Debt at Collection (6/30/2011)	\$ 17,839.16
Current Debt (Deceased)	<u>\$ 450.00</u>
	<b>\$ 18,289.16</b>

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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>
<b>ADP, Inc</b>				
2/11/2013	EFT	ADP, Inc	Payroll Service	-1,700.69
Total ADP, Inc				-1,700.69
<b>AlwaysCare Benefits, Inc</b>				
2/5/2013	BILLPAY	AlwaysCare Benefits, Inc	Group Insurance	-509.62
Total AlwaysCare Benefits, Inc				-509.62
<b>Ameren UE</b>				
2/7/2013	Billpay	Ameren UE	Utilities	-541.58
Total Ameren UE				-541.58
<b>At&amp;t</b>				
2/19/2013		At&t	Utilities	-154.71
Total At&t				-154.71
<b>Bound Tree Medical LLC</b>				
2/21/2013	Bill Pay	Bound Tree Medical LLC	Medical Supplies	-2,460.71
Total Bound Tree Medical LLC				-2,460.71
<b>Cardinal Lawn &amp; Landscape, Inc.</b>				
2/6/2013	Bill Pay	Cardinal Lawn & Landscape, Inc.	Building Maintenance/Supplies	-200.00
Total Cardinal Lawn & Landscape, Inc.				-200.00
<b>Charter Communications</b>				
2/6/2013	Billpay	Charter Communications	Communications/Data	-466.95
Total Charter Communications				-466.95
<b>Cintas Corporation</b>				
2/21/2013	Billpay	Cintas Corporation	Building Maintenance/Supplies	-127.75
Total Cintas Corporation				-127.75
<b>Commerce Bank</b>				
2/1/2013	EFT	Commerce Bank	Banking Fees	-0.25
2/4/2013	EFT	Commerce Bank	Banking Fees	-4.64
2/8/2013	EFT	Commerce Bank	Banking Fees	-0.34
Total Commerce Bank				-5.23
<b>Commerce Bank N.A.</b>				
2/25/2013	EFT	Commerce Bank N.A.	Banking Fees	-10.82
Total Commerce Bank N.A.				-10.82
<b>Commerce Bank NA</b>				
2/17/2013	EFT	Commerce Bank NA	Lease Payments	-10,681.58
Total Commerce Bank NA				-10,681.58
<b>CPI Qualified Plan Consultants</b>				
2/8/2013	EFT/PA...	CPI Qualified Plan Consultants	Wages	-735.35
2/8/2013	Bill Pay	CPI Qualified Plan Consultants	Wages	-462.50
2/22/2013	EFT/PA...	CPI Qualified Plan Consultants	Wages	-735.35
Total CPI Qualified Plan Consultants				-1,933.20
<b>Datamax</b>				
2/6/2013	BILLPAY	Datamax	-SPLIT-	-1,430.40
2/13/2013	Billpay	Datamax	Lease Payments	-244.98
2/13/2013	Billpay	Datamax	Software/IT	-42.49
2/21/2013	Billpay	Datamax	Software/IT	-300.00
2/21/2013	BILLPAY	Datamax	Software/IT	-70.00
Total Datamax				-2,087.87

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Paid Amount</u>
<b>Delta Dental</b>				
2/28/2013	BILLPAY	Delta Dental	Group Insurance	-915.71
Total Delta Dental				-915.71
<b>DNT Inc</b>				
2/21/2013	Billpay	DNT Inc	Subscriptions/Services	-40.00
Total DNT Inc				-40.00
<b>EMS Technology Solutions, LLC</b>				
2/13/2013	BILLPAY	EMS Technology Solutions, LLC	Subscriptions/Services	-160.00
Total EMS Technology Solutions, LLC				-160.00
<b>Hilltop Equipment Inc.</b>				
2/21/2013	Bill Pay	Hilltop Equipment Inc.	-SPLIT-	-1,770.68
Total Hilltop Equipment Inc.				-1,770.68
<b>IESI Missouri</b>				
2/25/2013	BILLPAY	IESI Missouri	Utilities	-243.59
Total IESI Missouri				-243.59
<b>MCA Management Company DBA</b>				
2/15/2013	BILLPAY	MCA Management Company DBA	Ambulance Net Income	-258.16
Total MCA Management Company DBA				-258.16
<b>Missouri Natural Gas Company</b>				
2/4/2013	BILLPAY	Missouri Natural Gas Company	Utilities	-374.95
Total Missouri Natural Gas Company				-374.95
<b>Missouri Vocational Enterprises</b>				
2/22/2013	Bill Pay	Missouri Vocational Enterprises	Building Equipment	-484.00
Total Missouri Vocational Enterprises				-484.00
<b>MOPERM</b>				
2/4/2013	Bill Pay	MOPERM	-SPLIT-	-23,596.00
Total MOPERM				-23,596.00
<b>NJCAD Pension Transfer</b>				
2/4/2013	TRAN	NJCAD Pension Transfer	Taxes, penalties & interest	-5,958.59
2/5/2013	TRAN	NJCAD Pension Transfer	Taxes, penalties & interest	-52,122.78
2/12/2013	TRAN	NJCAD Pension Transfer	Taxes, penalties & interest	-3,123.60
Total NJCAD Pension Transfer				-61,204.97
<b>Northeast Public Sewer District</b>				
2/13/2013	Billpay	Northeast Public Sewer District	Utilities	-44.38
Total Northeast Public Sewer District				-44.38
<b>Northwest Towing</b>				
2/28/2013	Bill Pay	Northwest Towing	Repair/Maintenance	-335.00
Total Northwest Towing				-335.00
<b>Orthopedic Associates, LLC</b>				
2/13/2013	Bill Pay	Orthopedic Associates, LLC	Health/Background Screenings	-47.00
2/21/2013	Bill Pay	Orthopedic Associates, LLC	Health/Background Screenings	-47.00
Total Orthopedic Associates, LLC				-94.00
<b>OzArc Gas Equipment &amp; Supply, Inc.</b>				
2/13/2013	BILLPAY	OzArc Gas Equipment & Supply, Inc.	Medical Supplies	-24.70
Total OzArc Gas Equipment & Supply, Inc.				-24.70
<b>Payroll</b>				

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Paid Amount</u>
2/8/2013	TRANS	Payroll	Wages	-31,787.08
2/8/2013	TRANS	Payroll	-SPLIT-	-11,931.49
2/20/2013	TRANS	Payroll	Wages	-33,218.93
2/22/2013	TRANS	Payroll	-SPLIT-	-13,035.76
Total Payroll				-89,973.26
<b>Pitney Bowes-Purchase Power</b>				
2/19/2013	Billpay	Pitney Bowes-Purchase Power	Administrative Supplies	-200.00
Total Pitney Bowes-Purchase Power				-200.00
<b>Pitney Bowes-Rental</b>				
2/25/2013	Bill Pay	Pitney Bowes-Rental	Administrative Supplies	-62.28
Total Pitney Bowes-Rental				-62.28
<b>Public Water Supply District #2</b>				
2/13/2013	BILLPAY	Public Water Supply District #2	Utilities	-67.04
Total Public Water Supply District #2				-67.04
<b>Robert K. Sweeney</b>				
2/21/2013	Bill Pay	Robert K. Sweeney	Legal Fees	-2,172.50
Total Robert K. Sweeney				-2,172.50
<b>Sam's Club</b>				
2/11/2013	Bill Pay	Sam's Club	Sam's Club	-17.98
Total Sam's Club				-17.98
<b>Spinner &amp; Kummer, P.C.</b>				
2/6/2013	BILLPAY	Spinner & Kummer, P.C.	Accounting Services	-500.00
Total Spinner & Kummer, P.C.				-500.00
<b>Stiern Laser, Inc.</b>				
2/28/2013	Bill Pay	Stiern Laser, Inc.	Employee Appreciation	-15.00
Total Stiern Laser, Inc.				-15.00
<b>Sunset Ford</b>				
2/6/2013	Bill Pay	Sunset Ford	-SPLIT-	-2,096.71
Total Sunset Ford				-2,096.71
<b>TASC-FSA</b>				
2/8/2013	EFT/PA...	TASC-FSA	Wages	-492.28
2/22/2013	EFT/PA...	TASC-FSA	Wages	-492.28
Total TASC-FSA				-984.56
<b>TASC-HRA</b>				
2/4/2013		TASC-HRA	HRA	-330.00
Total TASC-HRA				-330.00
<b>The Crane Agency</b>				
2/21/2013	Bill Pay	The Crane Agency	Insurance Premium	-80.00
Total The Crane Agency				-80.00
<b>The Lincoln National Life Insurance Co.</b>				
2/4/2013	EFT	The Lincoln National Life Insurance...	Group Insurance	-1,208.88
Total The Lincoln National Life Insurance Co.				-1,208.88
<b>Trio Graphics Printing, Inc.</b>				
2/22/2013	Bill Pay	Trio Graphics Printing, Inc.	Administrative Supplies	-65.00
Total Trio Graphics Printing, Inc.				-65.00
<b>Verizon Wireless</b>				

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Paid Amount</u>
2/4/2013	Billpay	Verizon Wireless	Utilities	-160.08
2/4/2013	Billpay	Verizon Wireless	Utilities	-386.44
Total Verizon Wireless				-546.52
<b>Visa/Commerce Bank</b>				
2/20/2013	EFT	Visa/Commerce Bank	Visa	-4,805.45
Total Visa/Commerce Bank				-4,805.45
<b>Wright Express</b>				
2/28/2013	EFT	Wright Express	Fuel	-2,122.11
Total Wright Express				-2,122.11
<b>Zoll Medical Corporation</b>				
2/6/2013	Bill Pay	Zoll Medical Corporation	Medical Equipment PM/Repair	-860.00
Total Zoll Medical Corporation				-860.00
<b>Rotary Club of High Ridge</b>				
2/6/2013	Bill Pay	Rotary Club of High Ridge	Subscriptions/Services	-270.00
Total Rotary Club of High Ridge				-270.00
<b>No name</b>				
2/3/2013			Banking Fees	-133.23
Total no name				-133.23
<b>TOTAL</b>				<b>-216,937.37</b>