

# 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 19<sup>th</sup>, 2012**

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

Motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Secretary Hennessey-Yea

Director Davis-Yea

Director Cowley- Yea

b. **Executive Minutes November 19<sup>th</sup>, 2012**

Upon motion made by Director Davis and seconded by Director Cowley to approve the Executive minutes for November 19<sup>th</sup>, 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 Captain Corley present

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 after 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  
Director Davis-Yea

Vice-Chairperson Hennessey-Yea  
Director Cowley-Yea

Director-Schriewer-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 - \$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

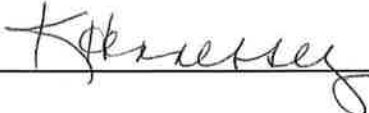
14. **Adjournment**

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  \_\_\_\_\_

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