

NORTH JEFFERSON COUNTY AMBULANCE DISTRICT

Minutes of the Open Monthly Board Meeting

October 22nd, 2012

1. Call to Order

The regular monthly meeting of the North Jefferson County Ambulance District Board of Directors was called to order at 6:00 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: Treasurer Julia Vessells 6:04pm, Director Tasha Schriewer 6:20pm

Absent:

In Attendance:

Staff: Chief Jamie Guinn, Business Manager Jennifer Wilson, Paramedic Eric Dethlefsen, Captain Norman Corley, Paramedic Dorothy Colombo, Paramedic Alex Dooley, Captain William O'Hara, Lieutenant-Shop Steward Jessica Maddock, Paramedic Matt Torno 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 as amended adding the Statue Change to Board By-Laws and Board Member Reimbursement to the posted agenda under New Business.

Motion made by Director Davis and seconded by Secretary Hennessey to approve the amended agenda. All in favor, motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Treasurer Vessells-Yea

Secretary Hennessey Yea

Director Davis -Yea

Director Cowley Yea

5. Approval of Minutes

a. Regular Meeting Open Minutes for September 17th, 2012

Motion made by Director Davis and seconded by Secretary Hennessey to approve the Regular Meeting Open Minutes for September 17th, 2012

Motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Treasurer Vessells-Yea

Secretary Hennessey-Yea

Director Davis-Yea

Director Cowley- Yea

b. Special Tax Rate Hearing Minutes September 17th, 2012

Upon motion made by Director Davis and seconded by Secretary Hennessey to approve the Special Tax Rate Hearing Minutes for September 17th, 2012.

Motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Treasurer Vessells-Abstain

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

Shop Steward Jessica Maddock addressed the Board and advised that everything is going well and the shop is looking forward to working with the Chief and Board of Directors at NJCAD.

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

Union Negotiations

At 6:11pm a motion was made by Treasurer Vessells and seconded by Secretary Hennessey to move to closed for Union Negotiations. Roll Call Vote as written.

Chairperson Hloben –Yea
Director Davis-Yea

Treasurer Vessells-Yea
Director Cowley Yea

Secretary Hennessey Yea

At 6:11pm a motion was made by Treasurer Vessells and seconded by Director Davis to open executive session for Union Negotiations. Roll Call Vote as written.

Chairperson Hloben –Yea
Director Davis-Yea

Treasurer Vessells-Yea
Director Cowley-Yea

Secretary Hennessey-Yea

At 6:52pm a motion was made by Treasurer Vessells and seconded by Secretary Hennessey to close executive session. Roll Call Vote as written.

Chairperson Hloben –Yea
Director Schriewer-Yea

Treasurer Vessells-Yea
Director Davis-Yea

Secretary Hennessey-Yea
Director Cowley-Yea

At 6:54pm a motion was made by Director Davis and seconded by Director Cowley to return to open session Roll Call Vote as written.

Chairperson Hloben –Yea
Director Schriewer-Yea

Treasurer Vessells-Yea
Director Davis-Yea

Secretary Hennessey-Yea
Director Cowley-Yea

10. New Business

- a. Board advised lease ending in #007 was paid off in the amount of \$32,681.47
- b. Second Reading of the 2012-2013 Proposed Budget Draft

Motion made by Treasurer Vessells and seconded by Director Davis to approve the 2012-2013 Budget Draft as read.

Roll Call Vote as written.

Chairperson Hloben –Yea

Treasurer Vessells-Yea

Secretary Hennessey-Yea

Director Schriewer-Yea

Director Davis-Yea

Director Cowley-Yea

11. Business & Financial Reports

- a. Account Listings
 - (i) Checking: \$521,332.21
 - (ii) Investments: \$125,000.00
- b. Balance Sheet
- c. Investment Schedule
- d. Current Budget
- e. Lease Summary
- f. Accounts Receivable Reports
- g. Uncollectible Reports – October 2012 **\$12,789.85**

Motion made by Secretary Hennessey and seconded by Treasurer Vessells to approve the Uncollectible Report for October 2012
All in favor, motion passed as written.

Chairperson Hloben –Yea

Treasurer Vessells-Yea

Secretary Hennessey-Yea

Director Schriewer-Yea

Director Davis-Yea

Director Cowley-Yea

h. Approval of District Bills - \$140,088.07

Motion made by Treasurer Vessells and seconded by Director Schriewer to approve the bills for October in the amount of **\$140,088.07**. All in favor, motion passed as written.
Roll call vote;

Chairperson Hloben –Yea

Treasurer Vessells-Yea

Secretary Hennessey-Yea

Director Schriewer-Yea

Director Davis-Yea

Director Cowley-Yea

12. Report of Executive Session

Chairperson Hloben reported out NJCAD Board of Directors voted and approved a 3.6% across the board raise on each step for all fulltime employees, (1) 24 hour Personal time Off day across the board for all full time employees equaling and (1) 24 hour vacation day for fulltime employees with 20 years of service plus.. Motion made by Treasurer Vessells and seconded by Director Schriewer Roll call vote passed as written:

Chairperson Hloben –Nay

Treasurer Vessells-Yea

Secretary Hennessey-Nay

Director Schriewer-Yea

Director Davis-Yea

Director Cowley-Yea

13. Adjournment

Upon motion made by Director Davis and seconded by Director Cowley to adjourn. All in favor, motion passed as written. Meeting was adjourned at 7:10pm. Roll call vote;

Chairperson Hloben –Yea

Secretary Hennessey-Yea

Director Davis-Yea

Treasurer Vessells-Yea

Director Schriewer-Yea

Rebecca Cowley-Yea

(SEAL)

ATTEST  _____

ATTEST  _____