

NORTH JEFFERSON COUNTY AMBULANCE DISTRICT

Minutes of the May 20, 2013

1. **Call to Order**

The regular monthly meeting of the North Jefferson County Ambulance District Board of Directors was called to order at 6:02 pm by Chairperson Hloben.

2. **Roll Call**

Director's Present: Chairperson Carla Hloben, Treasurer Kathy Hennessey, Director Diana Davis, and Director Julia Vessells

Late Arrival: Vice-Chairperson Tasha Schriewer 6:10, Secretary Rebecca Cowley 6:42

Absent: N/A

In Attendance:

Staff: Chief Jamie Guinn, Captain Bill O'Hara, Lieutenant Jessica Maddock, Paramedic Dottie Colombo, Nicholas Greffet, and Legal Counsel Bob Sweeney.

Guests: N/A

3. **Pledge of Allegiance**

Chairperson Hloben led the Pledge of Allegiance with a moment of silence in honor of all families affected by the Tornados in Oklahoma

4. **Approval of Agenda**

Chairperson Hloben presented the agenda

Motion made by Director Davis and Seconded by Treasurer Hennessey to approve the agenda as presented.

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

Chairperson Hloben –Yea

Treasurer Hennessey – Yea

Director Davis -Yea

Director Vessells - Yea

5. **Approval of Minutes**

a. **Regular Meeting Open Minutes April 15, 2013**

Motion made by Director Davis and Seconded by Treasurer Hennessey to approve the Regular Meeting Open Minutes for April 15th, 2013.

Motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Treasurer Hennessey- Yea

Director Davis-Yea

Director Vessells- Abstain

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

N/A

7. **Local 2665 – Union Update**

Shop Steward Maddock addressed the Board and advised all is going well and the shop was looking forward to completing the negotiation process.

8. **Chief's Report**

- a. Communications: Chief Guinn advised they are currently investigating option for future software back up services and possible money savings for NJCAD.
- b. EMS Call Report and Statistics
- c. Operations Reports
 - (i) Maintenance
 - (ii) Education
 - (iii) Scheduling
 - (iv) Public Relations

9. **Old Business**

- a. Union Contract Negotiation:
Motion by Vice-Chairperson Schriewer and Seconded by Director Vessells to approve the proposed Union MOU
All in favor, motion passed as written. Roll call vote;

Chairperson Hloben –Yea
Director Davis -Yea

Vice-Chairperson Schriewer-Yea
Director Vessells - Yea

Treasurer Hennessey – Yea

- b. Board Member Training July 12th, 2013 Lodge Four Seasons
Chief Guinn will be securing registration and rooms for Chairperson Hloben, Treasurer Hennessey, Director Davis, Secretary Cowley and tentatively Vice-Chairperson Schriewer/Director Vessells.
Discussion was had surrounding securing extra days for some of the members at their own expense.

10. **New Business**

- a. Sales Tax Information Campaign Presentation
Chief Guinn advised NJCAD would be placing on the ballot a ½ cents sales tax in April 2014 and Chief Guinn and Legal Counsel Sweeney are currently discussing with MSW Marketing of assisting in running an educational campaign. Chief Guinn has advised the cost will be \$1,000.00 per month for ten months to run an effective campaign with extra cost to be incurred resulting from postage and printing fees.

Motion by Director Vessells and Seconded by Vice-Chairperson Schriewer to approve the proposed \$1,000.00 per month to run an educational campaign knowing extra cost for printing and postage
All in favor, motion passed as written. Roll call vote;

Chairperson Hloben –Yea
Director Davis -Yea

Vice-Chairperson Schriewer-Yea
Director Vessells - Yea

Treasurer Hennessey – Yea

11. **Business & Financial Reports**

- a. Account Listings
 - (i) Checking: **\$372,024.94**
 - (ii) Investments: **\$747,000.00**
- b. Balance Sheet
- c. Investment Schedule
- d. Current Budget
- e. Lease Summary
- f. Accounts Receivable Reports
- g. Uncollectible Reports – May **\$17,092.73**

Motion made by Treasurer Hennessey and seconded by Directed Davis to approve the Uncollectible Report for May 2013 All in favor, motion passed as written.

Chairperson Hloben –Yea

Vice-Chairperson Schriewer- Yea

Director Davis-Yea

Treasurer Hennessey- Yea

Director Vessells- Yea

h. Approval of District Bills – Total **\$155,042.06**

Motion made by Vice-Chairperson Schriewer and seconded by Treasurer Hennessey to approve the bills for April in the amount of **\$155,042.06** All in favor, motion passed as written. Roll call vote:

Chairperson Hloben –Yea
Director Davis-Yea

Vice-Chairperson Schriewer-Yea
Director Vessells- Yea

Treasurer Hennessey- Yea
Secretary Cowley- Yea

Motion to Adjourn

Motion made by Treasurer Hennessey and Seconded by Director Davis to Adjourn at 6:43 pm motion passed as written.

Chairperson Hloben –Yea
Director Davis-Yea

Vice-Chairperson Schriewer -Yea
Secretary Cowley-Yea

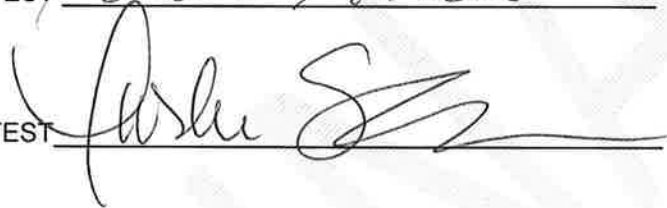
Director Vessells- Yea
Treasurer Hennessey- Yea

(SEAL)

ATTEST



ATTEST



ORIGINAL