

NORTH JEFFERSON COUNTY AMBULANCE DISTRICT

Minutes of the Open Monthly Board Meeting

August 20th, 2012

1. Call to Order

The regular monthly meeting of the North Jefferson County Ambulance District Board of Directors was called to order at 6:17pm by Chairperson Hloben.

2. Roll Call

Director's Present: Chairperson Carla Hloben, Treasurer Julia Vessells, Director Tasha Schriewer and Director Dian Davis

Late Arrival: Secretary Kathy Hennessey 6:23pm

Absent: Vice-Chairperson John Whitehead

In Attendance:

Staff: Chief Guinn, Business Manager Wilson, Claims Representative Coleman, Paramedic Molkenbur, Paramedic DE Angelo, Captain Corley, Paramedic Herr, EMT Nengel and Legal Counsel Bob Sweeney.

Guests: Jane Drummond, Dan Brown, Steve Knight

3. Pledge of Allegiance

4. Approval of Agenda

Chairperson Hloben presented the agenda as posted. Motion made by Director Davis and seconded by Director Schriewer to approve the posted agenda. All in favor, motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Treasurer Vessells-Yea

Secretary Hennessey Absent

Director Schriewer-Yea

Secretary Hennessey-Yea

Vice Chairperson Whitehead Absent

5. Approval of Minutes

a. Regular Meeting Open Minutes for June 18th, 2012

Motion made by Treasure Vessells, seconded by Director Schriewer to approve the Regular Meeting Open Minutes for June 18th, 2012

Motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Treasurer Vessells-Yea

Secretary Hennessey-Absent

Director Schriewer-Yea

Director Davis-Yea

Vice Chairperson Whitehead-Absent

b. Regular Meeting Closed Executive Minutes for June 18th, 2012

Upon motion made by Treasurer Vessells and seconded by Director Davis to approve the Regular Meeting Closed Executive Minutes for June 18th, 2012.

Motion passed as written. Roll call vote;

Chairperson Hloben –Yea

Treasurer Vessells-Yea

Secretary Hennessey-Absent

Director Schriewer-Yea

Director Davis-Yea

Vice Chairperson Whitehead-Absent

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

Nothing to report

7. **Local 2665 – Union Update**

No representation present/Chief Guinn advised the board with shop steward Calvert being out and his fill in moving on to other employment the shop was working on securing another spokesperson.

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. Fulltime hiring Process Complete Introduction of new hire Michael De Angelo

10. **New Business**

- a. Update on 6837
- b. Health Insurance Presentation/Recommendation
Motion made by Secretary Hennessey and seconded by Treasure Vessels to approve the implementation of the Presented Health Insurance Option to begin November 1st, 2012
All in favor, motion passed as written.
- c. ADP Presentation/Recommendation

Motion made by Director Schriewer and seconded by Director Davis to approve the implementation of the Presented ADP/HR Option to begin November 1st, 2012
All in favor, motion passed as written.

Chairperson Hloben –Yea
Treasurer Vessells-Yea

Secretary Hennessey-Yea
Director Schriewer-Yea

Director Davis-Yea
Vice-Chairperson Whitehead-Absent

11. **Business & Financial Reports**

- a. Account Listings
 - (i) Checking: \$666,410.49
 - (ii) Investments: \$250,033.63
- b. Balance Sheet
- c. Investment Schedule
- d. Current Budget
- e. Lease Summary
- f. Accounts Receivable Reports
- g. Uncollectible Reports – July **\$11,932.21**
Motion made by Director Schriewer and seconded by Director Davis to approve the Uncollectible Report for July.
All in favor, motion passed as written.
- h. Uncollectible Reports-August **\$20,398.22**
Motion made by Treasure Vessells and seconded by Secretary Hennessey to approve the Uncollectible Report for August.
All in favor, motion passed as written.
- i. Approval of District Bills - **\$401,212.36**
Motion made by Treasurer Vessells and seconded by Director Schriewer to approve the bills for July & August in the amount of **\$401,212.36**. 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
Vice-Chairperson Whitehead-Absent

12. Executive Session

Upon motion made by Director Davis and seconded by Director Schriewer the open meeting was closed at 7:31pm. All in favor, motion passed as written.

Chairperson Hloben –Yea	Secretary Hennessey-Yea	Director Davis-Yea
Treasurer Vessells-Yea	Director Schriewer-Yea	Vice-Chairperson Whitehead-Absent

Upon motion made by Director Davis and seconded by Secretary Hennessey the closed executive session meeting was opened at 7:40pm. All in favor, motion passed as written.

Chairperson Hloben –Yea	Secretary Hennessey-Yea	Director Davis-Yea
Treasurer Vessells-Yea	Director Schriewer-Yea	Vice-Chairperson Whitehead-Absent

13. Return to Open Session- Report from Executive Session

Nothing to report

Motion made by Director Davis and seconded by Director Schriewer the return to close executive session and open-open session. Roll call vote:

Chairperson Hloben –Yea	Secretary Hennessey-Yea	Director Davis-Yea
Treasurer Vessells-Yea	Director Schriewer-Yea	Vice-Chairperson Whitehead-Absent

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 8:44pm. Roll call vote;

Chairperson Hloben –Yea	Secretary Hennessey-Yea	Director Davis-Yea
Treasurer Vessells-Yea	Director Schriewer-Yea	Vice-Chairperson Whitehead-Absent

(SEAL)

ATTEST 

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