

NORTH JEFFERSON COUNTY AMBULANCE DISTRICT

Minutes of the Open Monthly Board Meeting

September 17th, 2012

1. Call to Order

The regular monthly meeting of the North Jefferson County Ambulance District Board of Directors was called to order at 6:31pm by Chairperson Hloben.

2. Roll Call

Director's Present: Chairperson Carla Hloben, Vice Chair Person John Whitehead, Secretary Kathy Hennessey and Director Dian Davis

Late Arrival: Treasure Julia Vessells Via Phone 6:31pm, Director Tasha Schriewer 7:08pm via phone

Absent:

In Attendance:

Staff: Chief Guinn, Paramedic Shawn Plummer, Captain Gunning, Paramedic Colombo, Paramedic Greffet, Captain O'Hara, Lieutenant-Shop Steward Maddock and Legal Counsel Bob Sweeney.

Guests: Mr. Nelson Weber, Rebecca Cowley

3. Pledge of Allegiance

4. Approval of Agenda

Chairperson Hloben presented the agenda as amended moving Resignation of Vice- Chair Whitehead & Appointment of new member with Oath of Office moved to item I under Business & Financial Reports. Motion made by Vice Chair Whitehead to approve as amended, 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-Via Phone	Secretary Hennessey Yea
Director Schriewer-Absent	Secretary Hennessey-Yea	Vice Chairperson Whitehead Yea

5. Approval of Minutes

a. Regular Meeting Open Minutes for August 20th, 2012

Motion made by Secretary Hennessey and seconded by Director Davis to approve the Regular Meeting Open Minutes for August 20th, 2012

Motion passed as written. Roll call vote;

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

b. Regular Meeting Closed Executive Minutes for August 20th, 2012

Upon motion made by Director Davis and seconded by Secretary Hennessey to approve the Regular Meeting Closed Executive Minutes for August 20th, 2012.

Motion passed as written. Roll call vote;

Chairperson Hloben –Yea	Treasurer Vessells-Yea Via Phone	Secretary Hennessey-Yea
Director Schriewer-Absent	Director Davis-Yea	Vice Chairperson Whitehead-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 announcing herself as the new representative for the shop. Steward Maddock advised everything was going well between the shop and administration; it was also presented to Chief Guinn this evening a letter requesting to open negotiation between NJCAD shop and NJCAD District. Steward Maddock advised their shop was saddened by the resignation of Vice Chair Whitehead and they have reviewed prior candidates and newly interviewed candidates and NJCAD shop would like to introduce Rebecca Cowley as this is the person their shop is supporting and requesting NJCAD Board of Directors to support her as the replacement for Vice Chair Whiteheads open position.

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

N/A

10. New Business

- a. 2012-2013 Tax Rate Hearing Information; Hearing was had and Tax Rates are set
- b. Continental Western Insurance information Update; As of January 2013 NJCAD is not being renewed for any of our plans with CWIC. Tim Taylor is shopping other choices for NJCAD at the current time.
- c. Memorandum Signed between NJCAD & HRFD allowing medics employed by HRFD to assist NJCAD with patient care with NJCAD personnel having ultimate patient care responsibility.
- d. Resignation of Vice Chair Whitehead amended to item I under Business & Financial Reports

11. Business & Financial Reports

- a. Account Listings
 - (i) Checking: \$477,119.99
 - (ii) Investments: \$250,012.13
- b. Balance Sheet
- c. Investment Schedule
- d. Current Budget
- e. Lease Summary
- f. Accounts Receivable Reports
- g. Uncollectible Reports – August **\$12,353.17**

Motion made by Vice Chair Whitehead and seconded by Secretary Hennessey to approve the Uncollectible Report for August.
All in favor, motion passed as written.
- h. Approval of District Bills - **\$252,599.43**

Motion made by Vice Chair Whitehead and seconded by Secretary Hennessey to approve the bills for August in the amount of **\$252,599.43**. All in favor, motion passed as written. Roll call vote;

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

- i. Resignation of vice Chair Whitehead was presented Motion made by Chair Person Hloben and seconded by Vice Chair Whitehead All in favor.

- j. Nominations for open seat were made with Vice Chair Whitehead making a motion for Rebecca Cowley and seconded by Treasure Vessells
Motion passed as written: Roll call Vote;

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

Oath of Office was read by District Counsel Sweeney & Rebecca Cowley was sworn in to fill the remainder of Vice Chair Whiteheads seat expiring April 2013.

Election of Officers was tabled at this meeting and will be placed on the October 2012 regular scheduled meeting.

12. Executive Session

N/A

13. Adjournment

Upon motion made by Secretary Hennessey and seconded by Director Davis to adjourn. All in favor, motion passed as written. Meeting was adjourned at 7:14pm. Roll call vote;

Chairperson Hloben –Yea Secretary Hennessey-Yea Director Davis-Yea
Treasurer Vessells-Yea Via Phone Director Schriewer-Yea Via Phone Rebecca Cowley-Yea

(SEAL)

ATTEST  _____

ATTEST  _____