

Oldham County Ambulance Taxing District

Board Meeting

January 11, 2010

Location: Oldham County EMS: 3639 West Hwy. 146, LaGrange KY 40031

**Present:** Ron Wilder, Terry Stock, Keith Smith, Kathy McDonald, Dr. Tom Pope, Charles R. Stoess, David W. Thompson, Dr. Tom Clark, Jim Williamson, William Hollister, Mark Stigers

Meeting called to order at 17:31 by David W. Thompson.

Motion made by Bob Stoess, second David W. Thompson to approve December minutes at 17:35. Dr. Clark abstained.

**Audit Review:** Presented by Mr. William Hollister

Mr. Hollister presented the findings of the Fiscal Year Audit ended June 30, 2009. He reviewed in detail the report and suggested changes that needed to be made. At the end of the review Mr. Hollister stated that one item concerning a lawsuit might need to be inserted into the report. Jim Williamson will call Mr. Hollister regarding the legal issue at hand.

**Crestwood Station Architect Review:** Presented by Mark Stigers

We had a great response to the ad placed for the Architect/Engineering position for the Crestwood station. Ron stated there were 4 or 5 applicants that would be good candidates.

Motion made by David W. Thompson at 18:55 and second by Bob Stoess that Dr. Clark would assist in choosing the architect with Ron Wilder, Terry Stock and Keith Smith. It was agreed that the architect would be chosen by the next board meeting, February 8, 2010.

**Financial Report:** Presented by Terry Stock

Revenue is up and expenditures are down compared to the last two years. December payroll was high due to three pay periods in that month. Tax receipts were initially low but now they are up. Terry's projection is that we are now back on target.

**Billing Report:** Presented by Kathy McDonald

December totals are down. Kathy projects that January will be better.

**Director's Report:** Presented by Ron Wilder

*New Vehicles:* They are not in as previously thought. Ron stated that he went to pick them up and they were the wrong color. We placed another order at the same cost for white Expeditions.

*Employee Update:* Three employees are out on medical leave (all EMT's) - only one is workers' comp. We have hired one new paramedic.

*NIMS 400 Training:* The Command staff will be attending the NIMS training next month for 2 days as required.

*9303 Transition Update:* Keith Smith is officially 9303. The transition has gone smoothly. We are very pleased.

*2009 Runs:* We had 4,620 runs. Not all runs are billable. We only bill if we transport the patient.

**Old Business:**

*Unemployment hearing:* This will be discussed in the executive session portion of the meeting.

**New Business:**

*Oshkosh Capital payoff:* Terry asked for approval to pay off a \$72,176.00 lease on an ambulance.

Motion made by David W. Thompson at 19:12 to approve the payoff of the lease in the amount of \$72,176.00. Second by Bob Stoess. Unanimous Approval.


Motion made by David W. Thompson at 19:13 to go into executive session for personnel issues. Second by Bob Stoess. Unanimous Approval.


The Board came out of executive session at 20:00 with no action taken.

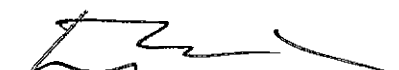
Next meeting, February 8, 2010 at 17:30 at OCEMS station.

Motion to adjourn made by Bob Stoess at 20:01. Second by Dr. Tom Clark. Unanimous Approval.

Respectfully submitted,

  
David W. Thompson  
Chairman

  
Charles R. Stoess  
Treasurer

  
Dr. Tom Clark  
Vice Chairman

Oldham County Ambulance Taxing District

Board Meeting

February 8, 2010

Location: Oldham County EMS: 3639 West Highway 146, LaGrange, Kentucky 40031

Present: David W. Thompson, Bob Stoess, Dr. Tom Clark, Dr. Tom Pope, Ron Wilder, and Jim Williamson.

The meeting was called to Order at 17:32 by David W. Thompson.

There was a Motion by Stoess and seconded by Clark to approve the January 11, 2010 minutes. The Motion carried. All Directors voted aye.

Ron Wilder presented the Financial Report, Building Report, Director's Report to the Directors.

The Directors discussed the revised audit and it was moved by Stoess and seconded by David W. Thompson to approve the audit as submitted. All Directors voted aye.

Mr. Wilder reported that House Bill 227 would allow incentive pay for emergency medical personnel in first class cities and consolidated local governments. There is no provision for incentive pay for any other type of governmental organization.

The banquet has been rescheduled to be held on February 27.

David W. Thompson reported that the next meeting will be March 8, 2010 at 17:30.

It was moved by Clark and seconded by Stoess to adjourn at 18:28. All Directors voted aye.

Respectfully submitted,



David W. Thompson  
Chairman



Charles R. Stoess  
Treasurer



Dr. Tom Clark  
Vice Chairman

Oldham County Ambulance Taxing District

Board Meeting

March 10, 2010

Location: Oldham County EMS: 3639 West Hwy. 146, LaGrange KY 40031

**Present:** David W. Thompson, Dr. Tom Clark, Bob Stoess, Jim Williamson, Ron Wilder, Terry Stock, Keith Smith, Mark Stiger

Meeting called to order at 17:35 by David W. Thompson.

Motion made by Bob Stoess, second by Tom Clark to approve February minutes at 17:37. Approved.

**Financial Report:** Presented by Terry Stock.

Review of categories and projections for fiscal year end June 30, 2010.

**Billing Report:** Presented by Kathy McDonald.

Revenue slightly down for February, trend is still exceeding budget overall.

**Director's Report:** Presented by Ron Wilder.

Overview of monthly activities: NIMS certification completed; Ron Wilder to attend NFA Advanced EMS Leadership in May; EMS Expo 2010 in Baltimore, MD; Computer audit successfully completed with network security reviewed; Expeditions are received and being placed into service. Discussion of potential communication issues with MetroSafe with the frequency change they have recently implemented to a system incompatible with our current infrastructure.

## **Old Business**

ARCHITECT REVIEW – Presented by Terry Stock. Recommendation made for Studio A Architecture firm with review of presentation. Motion made at 18:10 by David W. Thompson, second by Tom Clark to proceed with Studio A Architecture from Louisville, Kentucky to have proposal for full scale and scope of service presented, including cost. Approved.

UNEMPLOYMENT STATUS – WOOSLEY – Presented by Ron Wilder. Suit against Unemployment commission filed for denial of benefits. Denial upheld by District Court.

REVIEW OF TIWI DEVICES – Presented by Ron Wilder. Device to monitor, record, and support good driving behavior has been under demonstration by Ron for the last month.

## **New Business**

PAVEMENT – Proposal from East and Westbrook. Motion made at 18:45 by Bob Stoess and second by Tom Clark to see if firm is able to get the price under \$20,000 we can proceed, otherwise send project out for bid. Approved.

INTERLOCAL OCD AGREEMENT – Review of agreement submitted by Kevin Nuss and subsequent correspondence and requests for additional information. Board has requested Kevin Nuss to attend the April 12, 2010 board meeting to address questions and concerns.

## **Other New Business**

EXECUTIVE SESSION – Motion to enter into executive session for personnel matters made by Tom Clark, second by Bob Stoess. The Board entered executive session at 19:06.

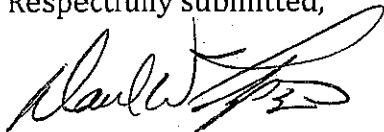
Executive session adjourned at 20:14, no action taken.

Next meeting April 12, 2010 at 17:30 OCEMS station.

Motion to adjourn made by Tom Clark, second by Bob Stoess.

Meeting adjourned at 20:15.

Respectfully submitted,



David W. Thompson  
Chairman



Dr. Tom Clark  
Vice Chairman



Charles R. Stoess  
Treasurer

Oldham County Ambulance Taxing District  
Board Meeting  
April 12, 2010  
Location: 3639 W. Hwy. 146, LaGrange KY 40031

**Present:** David W. Thompson, Dr. Tom Clark, Charles R. Stoess, Ron Wilder, Terry Stock, Keith Smith, David Reed, Vadim Kaplan, Kevin Nuss and Mark Stiger.

Meeting called to order by David W. Thompson at 17:35.

Motion made at 18:00 by Charles R. Stoess, second by David W. Thompson to approve March minutes. Unanimous approval.

**Oldham County Dispatch:** Presented by Kevin Nuss

Mr. Nuss discussed with the Board Members and Command Staff the need to secure monetary contributions from all participatory agencies that utilize Oldham County Dispatch. The money from these county agencies will help with capital expenditures and defray ongoing technical expenses. Mr. Nuss stated that fiscal court has subsidized an operational budget, which includes payroll and the building expenses for Oldham County Dispatch. A lengthy discussion went on with regards to upgrading communication within the county and supporting dispatch. Mr. Nuss then asked for the Board to vote on the agreement given to them.

Motion made by David W. Thomson at 17:59 and second by Dr. Clark to approve the agreement with Oldham County Dispatch. Unanimous Approval.

**Architect Report:** Presented by Vadim Kaplan

Mr. Kaplan presented the preliminary plans for the new station house. According to the preliminary plans, the building will be just over 8,000 square feet. It will be constructed of block and brick exterior with steel framing. It is a simple and economical building. Mr. Kaplan stated that he would have a standard architect contract ready tomorrow for the Board and Command Staff to review.

Dr. Tom Clark dismissed himself from meeting at 18:20.

Motion made at 18:27 by Charles R. Stoess to approve the architectural contract if suitable. Mr. Kaplan will submit the contract via email. Authority was given to David W. Thompson to sign if contract is suitable. Second David W. Thompson.

It was also decided that Mark Stiger will place an ad in Business First for a construction manager to work with the architect.

**Financial Report:** Presented by Terry Stock

We have come in under on property tax, it is down by 100,000; however, the motor vehicle tax is up. Payroll expenditures are over due to mandatory training costs and paying out instructor fees. David W. Thompson requested that we add subcategories in our outside training category in order to decipher between traveling expenses and training supplies. Terry acknowledged his request and will make the necessary changes.

**Billing Report:** Presented by Terry Stock

We were at \$102,280 in patient fees for March.

**Director's Report:** Presented by Ron Wilder

*Paving:* Paving in parking lot is complete and the cost was under \$20,000.

*Assistance to Firefighters and Homeland Security Grants:* We are going to apply for these grants in order to assist in the purchase of the radio system that Louisville Metro now has. We currently do not have the ability to communicate with them in case of an emergency or evacuation situation.

*Kentucky League of Cities/Safety Grant:* We received \$1,500 from this grant that we are going to use for online training and career development.

*National Fire Academy Training:* Three individuals are going to the class throughout the year.

*Updated Policy Manual:* Our new policy manual is online and available for employees to view and comment on before the policies are put in place. We will give a couple more weeks for employee input and then we will present to the Board and Counsel for review. We will then hold training to highlight the policies with all employees.

## **OLD BUSINESS**

*Unemployment Filings:* We currently have three unemployment filings.

*Tiwi Pro:* In order to ensure safety of employees, patients and citizens we would like to install Tiwi Pro systems in all front line vehicles. There is not a specific discount, but would improve driving and lessen accidents. If we do have an accident we can utilize it to train employees and set guidelines. We want to use it as a training tool.

Motion made by Charles R. Stoess at 19:17 to approve the installation of Tiwi Pro Systems in all frontline vehicles. Second by David W. Thompson.

*Employee on Leave:* We have one employee on leave for a non-work related surgery.

## NEW BUSINESS

*Preliminary Payroll Budget:* Terry will keep board members updated with the budget on a continuous basis. PVA estimates are coming tomorrow and Hazardous and Non-Hazardous rates are increasing. We need to look at Cost of Living increase. The Federal Government is giving 0% COLA.

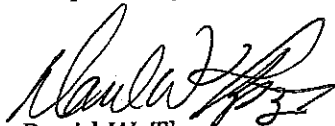
Motion made by David W. Thompson at 19:30 to enter into executive session for personnel and legal matters.

The Board came out of executive session at 20:10 with no action taken.

Next meeting, May 10, 2010 at 17:30 at OCEMS station.

Motion to adjourn made by Bob Stoess, second by David Thompson. Meeting adjourned at 20:11.

Respectfully submitted,



David W. Thompson  
Chairman



Charles R. Stoess  
Treasurer



Dr. Tom Clark  
Vice Chairman



Oldham County Ambulance Taxing District  
Board Meeting  
May 10, 2010  
Location: 3639 W. Hwy 146, LaGrange KY 40031

**Present:** Dr. Tom Clark, Charles R. Stoess, Ron Wilder, Terry Stock, Dr. Pope and Mark Stiger

Meeting called to order by Dr. Tom Clark at 17:37.

Motion made at 17:37 to approve April minutes.

**Financial Report:** Presented by Terry Stock

*Tax Checks:* We have received our last property tax check. We are closing the fiscal year under \$10,000. According to the PVA Oldham County's growth has been less than 1% and new growth has been negative. Automobile taxes have exceeded projections.

Our CPR Center is doing very well. Payroll is down on overtime, we are going to work hard at keeping overtime at a minimum. We are really looking at cost containment.

**Billing Report:** Presented by Terry Stock

We are meeting the budget for the year.

**Director's Report:** Presented by Ron Wilder

*National Fire Academy:* Ron stated that he attended this 2-week training session. It was a very informative class for advanced leadership in EMS. They focused on getting involved with your community. They suggested to get with your Health Department and schools, both of which we have already done. They also suggested having a representative at fiscal court meetings on a regular basis.

*Grants:*

Department of Homeland Security Grant: We are applying for this grant to purchase communication equipment in order to communicate with Jefferson County and tie in with fire departments and OCD. We also would like to purchase a vehicle location system.

Assistance to Firefighters Grant: We are applying for this grant for a rehab/incident bus.

*Tiwi Status:* The Tiwi Systems are in. We are going to have a class tomorrow on them. We have realized a side benefit to using these systems. OCERS vehicles will be able to communicate with each other by the press of a button. They will also be able to call dispatch hands free.

*Employee Leave Status:* We have one employee on leave for a non-work related surgery. They will be returning to work by June 4, 2010.

## OLD BUSINESS

The Command Staff along with David Thompson met with David Voegelé, Judge Murner, Iva Davis and Bob Diebel. Many topics were discussed during this meeting.

*Construction Bids:* The bids are in and open for review. We had three companies apply. A.L. Post, Inc., Redlee Construction, and Czerwonka and Associates LLC.

Mark Stiger explained that Vadim, with Studio A Architects, will meet with us so that we can fine tune the budget. We will first need to submit changes to the floor plan to get a good figure. Mark also stated that the land survey had been completed but he was not sure if Stantech had done the drilling and testing.

## NEW BUSINESS

*Training Center Reallocation:* Terry talked with the Department of Revenue about charging sales tax for training center purchases. Due to the nature of our business we do not want to commingle tax dollars with the Training Center further. We want a separate division from the Taxing District, and a separate checking account for these funds. We would like to add an additional tier and separate out the training center from the Taxing District.

Motion made by Bob Stoess at 18:22 to add a separate tier and additional checking account for the training center. Second by Dr. Tom Clark.

## 2010-2011 Proposed Budget:

Terry went over the proposed budget. A lengthy discussion took place explaining all budget changes. We are able to ask to increase the compensating rate to .5, although the budget is constructed based on the current rate. We are not giving a cost of living increase this year to employees. We have decided to forgo the purchase of one ambulance per year for this coming fiscal year. We are looking at restructuring the uniform budget. We have added the additional costs involved with our new Crestwood Station. We are watching the budget very closely.

Motion made by Bob Stoess to approve the FY2010-2011 budget as presented. Second by Dr. Tom Clark.

Motion made by Dr. Clark at 19:00 to enter into executive session for personnel matters. Second by Bob Stoess.

Out of executive session at 19:21 with no action taken.

With no other new business, motion to adjourn made by Dr. Tom Clark, Second by Bob Stoess. Adjourned at 19:22.

Next meeting, June 14, 2010 at 17:30 at OCEMS station.

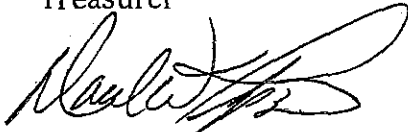
Respectfully submitted,



Charles R. Stoess  
Treasurer



Dr. Tom Clark  
Vice Chairman



David W. Thompson  
Absent

Oldham County Ambulance Taxing District  
Board Meeting  
June 14, 2010  
Location: 3639 W. Hwy 146, LaGrange KY 40031

**Present:** David W. Thompson, Charles R. Stoess, Dr. Tom Clark, Jim Williamson, Dr. Tom Pope, Ron Wilder, Kathy McDonald, Terry Stock

Meeting called to order at 17:36.

Motion made by Charles R. Stoess to approve May minutes, second by Dr. Tom Clark. David W. Thompson abstained. Approved.

**Financial Report:** Presented by Terry Stock.

Review of income and expenditures including any shortfalls and overages; included projections for the close of the fiscal year.

**Billing Report:** Presented by Kathy McDonald.

Overview of issues we are facing with insurance payments; finding private insurance companies are making systems complicated and denying a large number of claims. All claims that are denied are appealed, if possible, and Kathy has attended training to try to find ways to increase payments.

**Director's Report:** Presented by Ron Wilder.

*Homeland Security Grant* – OCEMS has applied for 2 grants: interoperable radio systems and mobile data terminals.

*TIWIS* – All units are in and installed. We are fine-tuning the system and it seems to be operating well.

*Hazardous Material Training* – Providing hazardous materials training at the operations level within the next two weeks.

*Public Relations* – Overview of positive articles, letters, and comments received lately. Recognition of staff members who are going above the call of duty in their off time to assist patients.

## OLD BUSINESS

*Architect Review* – Presented by Ron Wilder. Reviewed most recent layout of plans for Crestwood Station and ideas for cost savings.

*Unemployment Hearing* – Attended Unemployment appeal hearing on June 11, 2010, which went well from all reports. We will find out the status in a few weeks.

#### NEW BUSINESS

*Signature Cards* – Provided signature cards prepared by the Bank of Oldham County for the new account for the Training Center.

*Tax Rate* – According the second recap numbers received by the PVA, we have lost about \$20,000 from our initial budget projections and as it stands we can increase the rate to 0.050 for compensating rate. Tax rate needs to be set at the July meeting, this information is for consideration only.

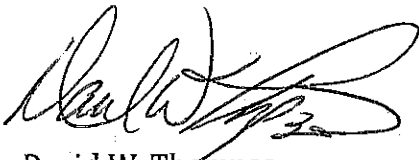
#### OTHER NEW BUSINESS

*Credit Card Charges* – Requested having vendors utilize either purchase orders or checks in lieu of utilization of the credit card.

Next meeting, July 12, 2010 at 1730 at OCEMS station.

Motion to adjourn made by Charles R. Stoess, second by Dr. Tom Clark. Adjourned at 18:37.

Respectfully Submitted,



David W. Thompson  
Chairman



Dr. Tom Clark  
Vice Chairman



Charles R. Stoess  
Treasurer

Oldham County Ambulance Taxing District  
Board Meeting  
July 12, 2010  
Location: 3639 W. Hwy 146, LaGrange KY 40031

**Present:** David W. Thompson, Charles R. Stoess, Dr. Tom Clark, Jim Williamson, Dr. Tom Pope, Ron Wilder, Kathy McDonald, Mark Stiger

Meeting called to order at 17:35.

Motion made by David W. Thompson at 17:49 to approve June minutes, second by Charles R. Stoess.

**Financial Report:** Presented by Ron Wilder

Terry will send the financial report package in the next few days to board members for review.

**Billing Report:** Presented by Kathy McDonald

We finished the Fiscal year where we were supposed to at \$1,221,000. Kathy stated she was able to find a lot of money by resubmitting claims. Fighting denials is paying off, but is very time consuming.

**Director's Report:** Presented by Ron Wilder

Tiwi's - They are installed and will monitor speed and driving. We saved approximately \$8000 on worker's comp by utilizing them. We have also had some good responses from our employees as well.

Training - We just completed Operations Level Hazmat training for all staff members. In addition to our employees we had 10 people from Baptist NE and 15 from Norton Brownsboro attend. We trained over 100 individuals.

Transport Ventilator - We received a grant from HERA to pay for the transport ventilator. Each truck is equipped to do decontamination and to transport. We are the only agency in the state that does both the training and have the equipment on board to transport.

Oldham County Day - Coming up July 17<sup>th</sup>. There will be a run where we will be standing by; we also have a booth.

Standbys and events - Other events in the community that we are standing by for are the Hard Scuffle and LaGrange Baptist is having a health fair for 400 people. They have requested an ambulance. We are meeting with them to see what other needs they have for this event.

**Excited Delirium Protocol** – We have a new protocol approved for use in these situations. Officers will restrain the patient and then EMS will administer sedation in order to prevent injury to the officers as well as our staff.

**Inventory System** – We are almost complete with putting a new system in place for our inventory. We have a new computer program to manage this.

**Policy Manual** – We are getting ready to shut down the employee copy posted for comments and input. In the next couple weeks we should be ready to submit a copy to the board members for review before we submit to our lawyers for legal review.

Dr. Clark arrived at the meeting at 17:48.

## **OLD BUSINESS**

**Architect Review** – Presented by Mark Stiger

We received the Geotech report. We don't have the hard copy yet, but nothing was found.

Our construction management team, A.L. Post Inc., did a preliminary estimation of the cost and came up with \$1,365,000. Mark stated that he would go over with Ron and Terry in detail the costs and see what can be cut or changed. After much discussion, the board decided that we needed to try to eliminate the cost of the elevator if at all possible, with respect to ADA guidelines. The goal is to have a contract to sign with the construction management team by the next board meeting.

## **NEW BUSINESS**

**PhysioControl Contract** – Our contract needs to be renewed. The monitors have to be serviced at a cost of \$10,155.00 per year. We get half of that back by the battery replacements they provide and a 15% discount of other services provided.

**Surplus of Crown Victorias** – We have 2 Crown Vics that haven't been used in the last year. We would like to surplus them.

Motion made at 18:04 by David W. Thompson to surplus a 1996 Crown Victoria and a 2000 Crown Victoria. Second by Charles Stoess. Unanimous approval. We will open bids by next board meeting.

**933 Accident** – While merging into a lane 933 hit the side of a TARC bus. There was a minor scratch on 933 and no damage done to the bus; a police report was obtained. All passengers were evaluated and denied injury.

**Contract for service on ambulances** – We are going to open up for other bids for our ambulance service. Our current service has been less responsive. There are a

limited amount of certified individuals to do the work on the ambulances. We have considered Harrods Creek – John Aimes or possibly Louisville Metro. We also have an appointment with the service manager at Ford to see if they could possibly meet our needs if someone gets certified there.

Property Tax Rate – Motion made at 18:17 by David W. Thompson to leave the tax rate at .0474. Second by Charles Stoess. Unanimous approval.

Vehicle Tax Rate – Motion made at 18:18 by David W. Thompson to leave the tax rate at .05. Second by Charles Stoess. Unanimous approval.

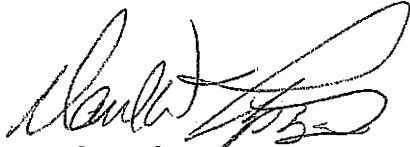
Motion made by David W. Thompson to go into executive session for personnel matters at 18:18. Second by Charles Stoess.

Came out of Executive session at 18:30 with no action taken.

Meeting adjourned at 18:32.

The next Board meeting will be held on August 9 at 17:30 at Oldham County EMS.

Respectfully Submitted,



David W. Thompson  
Chairman



Dr. Tom Clark  
Vice-Chairman



Charles R. Stoess  
Treasurer



OLDHAM COUNTY AMBULANCE TAXING DISTRICT  
REGULAR MONTHLY BOARD MEETING  
August 9, 2010

**PRESENT**

David W. Thompson, Bob Stoess, Jim Williamson, Ron Wilder, Keith Smith,  
Terry Stock

Meeting called to order at 1738.

**MINUTES**

Correction required; motion made by Bob Stoess to approve minutes as amended, second by David W. Thompson. Approved, signatures will be obtained at next month's meeting after corrections are made.

**FINANCIAL REPORT - Presented by Terry Stock.**

Review of FY 09-10 financial; overall income exceeded budgeted amounts, while expenditures were significantly under projections. Review of July 2010 financial report; discussion of items in variance, although no major exceptions noted.

**BILLING REPORT - Presented by Terry Stock in the absence of Kathy McDonald.**

July revenue exceeded projections. Kathy has been authorized to work overtime to pursue claim appeals.

**DIRECTOR'S REPORT - Presented by Ron Wilder.**

STANDYBYS AND EVENTS - Several sporting and standby events are coming in the next few months including: horse shows, triathlons, and school athletics. We are increasing staffing at times to cover events particularly in light of high heat indices.

POLICY MANUAL - Final revision phase. Slated for completion of preliminary draft next Friday for submission to Board prior to legal review.

NEW CAD SYSTEM - Dispatch reports the system will not be operational until October. In addition to 2 staff members who also work part-time at OCD, we are sending a representative to internal trainings to keep apprised of system capabilities.

GRANTS - Still have outstanding grant applications with the Department of Homeland Security

**OLD BUSINESS**

CONSTRUCTION STATUS - Presented by Ron Wilder

Site elevations and final selections provided to the Board. Review of selection procedures; process emphasizes limiting on-going maintenance and upkeep. General discussion of estimated construction costs.

## NEW BUSINESS

AUTOMOTIVE MAINTENANCE – Presented by Ron Wilder.

Discussion of fleet maintenance issues and expiration of contract with current automotive services. Also discussed available options for fleet service, and will present for board recommendation at the September meeting.

TWICE TOUCHED – Presented by Ron Wilder.

In conjunction with the local interdenominational ministries, health department, and other charitable organizations, there will be a health and welfare clinic on Saturday, August 28, 2010. OCEMS will be providing 12-lead EKG and staff members are volunteering their time.

LONG DISTANCE TRANSFER – Presented by Keith Smith.

Oldham county resident has had increasing health problems and her son is seeking means to transfer her to his home in Boston, MA. We are attempting to arrange affordable transportation for her permanent relocation and will investigate options for securing repayment.

EMT-BASIC CLASS WITH OC SCHOOLS – Presented by Terry Stock

The class is continuing as scheduled and we will sit students on Wednesday. The first official day of core coursework will begin in September. We have a lot of support from the school system and Arvin Center staff, and anticipate a full roster of students.

Next Meeting: September 13, 2010 at 1730.

MOTION to adjourn made by Bob Stoess, second by David W. Thompson. Meeting adjourned at 1850.


Respectfully Submitted,



David W. Thompson  
Chairman

*Absent*

Dr. Thomas Clark  
Vice-Chairman



Charles R. Stoess  
Treasurer

Oldham County Ambulance Taxing District  
Board Meeting  
September 13, 2010  
Location: 3639 W. Hwy 146, LaGrange Ky 40031

**PRESENT:** David W. Thompson, Dr. Tom Clark, Charles R. Stoess, Jim Williamson, Ron Wilder, Terry Stock and Kathy McDonald

Meeting called to order by David W. Thompson at 17:32.

Motion made at 17:34 by David W. Thompson to approve August minutes. Second by Charles R. Stoess. Unanimous approval.

**FINANCIAL REPORT:** Presented by Terry Stock

Reviewed August 2010 income and expenditures.

**BILLING REPORT:** Presented by Kathy McDonald

The month of August finished at \$95,000. Charges are down because run volume is down. Kathy stated that she has looked at all April, May and June denials and resubmitted the claims. This has paid off and she will continue do this.

**DIRECTOR'S REPORT:** Presented by Ron Wilder

*Ironman:* The event is over and all went well. We worked with 200 to 300 people. The heat played a role in this. Next year we would like to ask for an inflatable cooling tent to be donated. The tent could be used in other community functions such as Oldham County days and a rehab area for fires.

*Twice Touched:* Between 20 and 30 churches together with the health department, Baptist NE and doctors from Baptist East held this Health Clinic. Between 200 and 300 people attended and it was very well received. We preformed 10 to 15 EKGs.

*Citizen Complaint:* We have looked into the complaint and responded. The individual did not choose to meet with us to discuss his concerns.

*EMT Class:* Todd Early and Terry Stock devoted a lot of time to get this class up and running. The 1<sup>st</sup> day of class was September 1, 2010. Currently there are 15 individuals enrolled and the class for next year is already full. Students will receive college credit for this class.

*Driver's Training:* Our insurance requires our drivers to attend 8 hours of drivers training every 2 years. There are 12 individuals that still need to complete the training.

*LaGrange Standby:* Todd Early is going to do First Responder classes at LaGrange Fire. They have offered a room in their new firehouse to our employees to use for standby coverage in LaGrange.

#### **OLD BUSINESS:**

*Construction Status:* The outlet and electronic layout have been given to our construction team. The bid from A.L. Post for Construction Management has not been accepted yet. Mr. Thompson requested that the bid be resent to him and that Jim Williamson reviews the bid before we accept. Mr. Wilder stated that we could look at the bid at the next meeting.

*New CAD at Dispatch:* Dispatch has it up and running in test mode. They are looking to begin the new system in October.

#### **NEW BUSINESS:**

*Pay Scale:* Terry stated that our pay scale mirrored Jefferson County EMS when it was first proposed. At this time we need to review our pay scale and update. Currently at 19 years employees get a 22% pay increase. There was much discussion about recalculating the percentage of increase at the 19-year mark.

Motion made by David W. Thompson at 18:11 to change the 19-year pay increase to 3.5% and stop increases after the 19-year mark. This change is to take effect immediately. Second by Charles R. Stoess. Unanimous approval.

*Homeland Security Grant:* We should know something in 2 weeks on this grant. We want to use this for computers for each ambulance and radios to communicate in case of mass destruction.

*Imagetrends:* We have agreed to receive a pilot program from Imagetrends to receive free software for the new electronic run report requirements. We will be required by the State to have this reporting capability by July 1, 2011.

*Kentucky Retirement Systems CERS:* Reporting was incorrect for last Fiscal Year. They shorted employees some time. They have identified the problem and are going back through everyone to make corrections.

*Line of Credit:* We will need to cover 3 payrolls with the line of credit. Mr. Charles R. Stoess recommended we take the money from the PTO bank. Terry said that she would work up the numbers and send them out to the Board Members for a decision.

Motion made by David W. Thompson at 18:25 to enter into executive session for personnel matters and litigation. Second by Charles R. Stoess.


Out of executive session at 18:45 with no action taken.

With no other new business, motion to adjourn made by David W. Thompson.  
Second by Charles R. Stoess. Adjourned at 18:46.

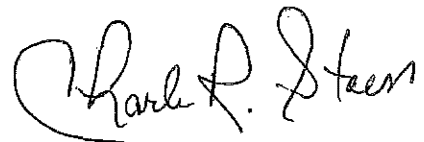
Next meeting, October 11, 2010 at 17:30 at OCEMS station.

A stylized, cursive signature of David W. Thompson.

David W. Thompson  
Chairman

A stylized, cursive signature of Dr. Tom Clark.

Dr. Tom Clark  
Vice Chairman

A stylized, cursive signature of Charles R. Stoess.

Charles R. Stoess  
Treasurer

DUANE MURNER  
JUDGE-EXECUTIVE  
dmurner@oldhamcounty.net



PAULA GISH  
DEPUTY JUDGE-EXECUTIVE  
pgish@oldhamcounty.net

## OLDHAM COUNTY FISCAL COURT

OFFICE 502-222-9357 FAX 502-222-3210  
100 WEST JEFFERSON STREET, SUITE 4, LAGRANGE, KENTUCKY 40031  
[www.oldhamcounty.net](http://www.oldhamcounty.net)

August 13, 2010

Mr. James Onnen  
4102 Krispin Cove  
Buckner, KY 40010

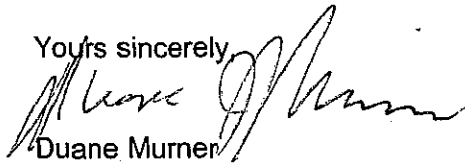
Dear Mr. Onnen:

Thank you for your kind words regarding the services of our Emergency Management Services. I regret that you had need for them, but I am pleased to read your report about your own recovery, as well as the level of service they extended.

I will forward your letter to Board Chairman David Thompson so that he can properly recognize Director Ron Wilder and the emergency staff who provided service to you.

Thanks very much for taking the time to write.

Yours sincerely,



Duane Murner

Cc: David Thompson, Chairman, Ambulance Taxing District



"An Equal Opportunity Employer"

JAMES ONNEN 4102 KRISPIN COVE BUCKNER KY 40010  
August 12, 2010

Mr. Duane Murner  
Oldham County Judge/Executive  
Oldham County Fiscal Court  
100 W. Jefferson St  
Lagrange KY 40031

**RECEIVED**  
AUG 13 2010  
OLDHAM COUNTY  
JUDGE-EXECUTIVE

Dear Mr. Murner

On July 7 of this year I set out to help a friend using a garden tiller. When first operating it, the ground was so hard that the tiller did not dig in, it just took off! I failed to let go, slipped, and found my legs in the tiller. I had serious gashes on both lower legs, and was losing a lot of blood. My friend called 911, and Oldham County EMS arrived on the scene in minutes with two of their technicians and a medical student in her residency. The level of care that was provided on the scene and on the way to the hospital was excellent. The team continuously monitored my condition. They obviously were working hard to keep me physically safe, and emotionally comfortable. I never felt that I was in danger.

I want to commend them and Oldham County EMS management on the quality, timely care that I received. I choose not to think of how my life could have been permanently changed in the absence of their timely and skillful response. Without their exceptionally high level of care I might not be walking, running and playing tennis today. Worse yet, I might not even be experiencing today at all.

Sincerely

  
James Onnen

Oldham County Ambulance Taxing District  
Board Meeting  
October 11, 2010  
Location: 3639 W. Hwy 146, LaGrange KY 40031

**PRESENT:** David W. Thompson, Charles R. Stoess, Dr. Pope, Jim Williamson, Ron Wilder, Keith Smith, Kathy McDonald and Mark Stiger

Meeting called to order by David W. Thompson at 17:31.

Motion made at 17:32 by Charles R. Stoess to approve September minutes. Second by David W. Thompson.

**FINANCIAL REPORT:** Presented by Ron Wilder

Reviewed September 2010 income and expenditures. There was a question regarding Health Insurance figure being high. Ron said he would have Terry look at and let the board members know.

**BILLING REPORT:** Presented by Kathy McDonald

The month of September finished at \$103,000. Kathy stated that she is concerned with October and November. She is going to continue to go back and resubmit claims that have been rejected. She also stated that the prison would be out of service on nights and weekends for an unknown period of time, which will help our numbers.

**DIRECTORS REPORT:** Presented by Ron Wilder

*Rotating meds with hospital:* We are checking into legal approval of rotating meds that are close to expiration with the hospital. We will not be able to do this with controlled substances.

*Electronic reporting:* The state will soon be requiring that all runs be reported electronically. We will be receiving free software, which will document all information. It will transfer demographics and populate billing information.

*Citizen Complaints:* We have received several complaints from parents at the football games with regards to responding to injured players. We have communicated to the athletic directors that patient care comes first and have asked the directors to inform parents of our response procedures. All of the athletic directors have been very pleased with OCEMS.



**OLD BUSINESS:** Presented by Ron Wilder

*Construction Status of Crestwood Station Mark Stiger reported:*

Our architect, Vadeem, is wrapping up the drawings.

We are on the docket to meet with Planning and Zoning regarding the front variance.

Only single phase electric is down the street- we need triple phase. We are checking with LG&E on how this is accomplished and any costs that may be involved.

Contract: Jim Williamson looked over contract.

Construction Contract signed at 5:50 PM by David W. Thompson.

Mark will mail the signed contract in on our behalf.

*New CAD at OCD:* Will have available in about a month and a half.

*Homeland Security Grant:* We requested \$40,000. We have been allotted \$17,900.

We will be able to get 5 computers to use with Oldham County's new dispatch system with this grant. . Would like a computer for each of the medics as well.

Medics do a separate run form and will need access. We will need additional funds for this.

We will have to pay a small fee for a module for the CAD System that will be able to display the location, map, comments and other options on the screen of the new computers.

**NEW BUSINESS:** Presented by Ron Wilder

*Line of Credit renewal letter:* Motion made at 6:03 by David W. Thompson to sign the Line of Credit renewal letter with The Bank Oldham County. Second by Charles R. Stoess. Mr. Thompson signed.

A discussion between David W. Thompson and Charles R. Stoess took place with regards to putting the PTO money in a separate MM account. Motion made at 6:04 by David W. Thompson to have Charles Stoess and Terry Stock discuss this issue. If after the discussion they feel it is in the best interest of OCEMS to put PTO money in a separate money market account, they may start the process. Second by Charles R. Stoess.

Motion made by David W. Thompson at 18:05 to enter into executive session for personnel issues. Second by Charles R. Stoess.

Out of executive session at 18:50 with no action taken.

With no other new business, motion to adjourn made by Charles R Stoess. Second by David W. Thompson.

Adjourned at 18:52.

Next meeting is scheduled for November 16, 2010 at 17:30 at OCEMS station.



David W. Thompson  
Chairman



Charles R. Stoess  
Treasurer

Dr. Tom Clark - Absent

Oldham County Ambulance Taxing District  
Board Meeting  
November 18, 2010

**Present:** David W. Thompson, Dr. Thomas Clark, Charles R. Stoess, Ron Wilder, Terry Stock, Keith Smith, Dr. Pope, Mark Stigers and Vadim Kaplan

Meeting called to order at 17:30 by David W. Thompson.

Motion made at 17:30 by Charles R. Stoess to approve the October minutes. Second by David W. Thompson. Unanimous approval.

**Financial Report:** Presented by Terry Stock

We utilized the line of credit for five days and it is now paid off. The tax check came in higher than thought; we received 85% of total amount due.

Payroll expenses are up due to personnel outages and overtime paid out.

**Billing Report:** Presented by Terry Stock

Revenue is down. Charges and runs are down. Patients are making smaller payments. When we switch to electronic run reports this should free up some time to resubmit claims for payment. We also have Kentucky State Reformatory runs that we have not received payment for. These pay well but are slow to reimburse.

**Director's Report:** Presented by Ron Wilder

**Grants:**

*Department For Homeland Security:* Received \$17,900. Using money to purchase and implement mobile data terminals on ambulances.

*HERA:* This grant was open to any agency that showed up. Only three agencies participated. We received \$13,900, which we are going to put towards stairchairs. They also were able to give us another \$15,000, which we are going to use for a bariatric stretcher.

*Senate 66:* We have applied for this grant to replace stretchers. Some are over 10 years old.

*VP Norton Brownsboro:* Funding a program for CPAP. We are looking at \$7,000 to \$8,000 worth of funding for this.

## **Old Business:**

*Computer project* - Received the \$17,900 from Homeland Security Grant to purchase and implement mobile data terminals. We are following procurement procedures to receive this \$17,900. The State took care of the licensing fee and we will be responsible for a \$2,000 per year service fee. Because we didn't get all funding necessary to provide computers for medic vehicles and for backup systems, we would like to reallocate \$19,000 from the budget. Now that our stair chairs are covered by the HERA Grant, we have this money available to put towards the medic and back up computers. We will need an additional \$5,000 to be able to purchase all computers necessary.

Motion made at 17:56 by Charles R. Stoess to purchase 10 additional computers for electronic reporting. Second by Dr. Clark. Unanimous approval.

*Planning and Zoning* - Apparently there are issues regarding the variance on the set back for the Crestwood Station. We are on the docket for discussion.

## **New Business:**

*Insurance Update* - We will be receiving our Anthem bid sometime after November 22<sup>nd</sup>. Flexible Spending with BMS and Vision with Humana Compbenefits are at a rate hold. We will renew with both. Kansas City Life had a slight increase, but we will renew with them as well. Our dental increased by 6%; therefore we are bidding out.

*Audit Field Work* - Went smooth, the preliminary audit should be presented next month.

Motion made at 18:06 by David W. Thompson to go into executive session for personnel issues. Second by Charles R. Stoess.

Out of Executive Session at 18:40 with no action taken.

*Crestwood Station Update with Architect:* Met with architect and discussed plans to move forward on new station. We are going to go through the bidding process and see where the figures are. If they are over budget we will take another look.

With no other new business, motion made to adjourn at 19:45 by Dr. Tom Clark. Second by Charles R. Stoess. Unanimous approval.

The next Board meeting will be December 13, 2010 at 17:30.

Respectfully Submitted,

A stylized handwritten signature in black ink, appearing to read 'David W. Thompson'.

David W. Thompson  
Chairman

A stylized handwritten signature in black ink, appearing to read 'Dr. Tom Clark'.

Dr. Tom Clark  
Vice-Chairman

A stylized handwritten signature in black ink, appearing to read 'Charles R. Stoess'.

Charles R. Stoess  
Treasurer

DIRECTORS MEETING  
OF  
OLDHAM COUNTY AMBULANCE TAXING DISTRICT

The Directors of the Oldham County Ambulance Taxing District met at the fire station of South Oldham Fire Department on December 13, 2010 at the hour of 5:35 p.m. David W. Thompson and Charles R. Stoess were present. Also, present were Kathy McDonald, Keith Smith, and Ron Wilder.

The Directors reviewed the Minutes of November 18, 2010 and it was moved by Stoess and seconded by Thompson to approve the Minutes as amended. The Motion carried with both Directors voting aye.

Kathy McDonald presented the Billing Report and reported that the insurance companies are requiring more information and that it is becoming more difficult to collect the accounts. Kathy reported that the run volume is close to being the same as it was at this time last year.

Ron Wilder presented the Directors' Report and reported that the computers had been ordered on December 12<sup>th</sup> and that donations have been made by Louisville Metro of radio equipment. We have received 18 mattresses which have been donated by the Fellowship of Christian Paramedics and have a value of approximately \$12,000.00.

The District's CPA, William Hollister, arrived at the meeting and explained the audit to the Directors.

Terry Stock now being present at the meeting, presented the Financial Report.

The Directors discussed the status of the new building for the District which is to be constructed on old LaGrange Road.

Mr. Wilder asked the Directors to approve gift cards which would be the same amounts as last year. It was moved by Thompson and seconded by Stoess to approve the purchase of gift cards for the same amounts as last year. Motion carried with both Directors voting aye.

The Directors discussed the Confidentiality Agreement which had been presented to them by Alliant Purchasing, LLC. The Agreement needs an Amendment providing that disclosure of information provided to Oldham County EMS by Alliant Purchasing, LLC will provide an unfair competitive advantage to another company. Jim Williamson is to amend the contract in this regard and present the contract to either Keith Smith or Ron Wilder.

The Directors discussed the health insurance proposal and it was moved by Thompson and seconded by Stoess to renew with Dental Care Plus Plan. All Directors voted aye.

After discussing the health insurance, it was moved by Stoess and seconded by Thompson

to adopt Option 17 with Anthem Blue Cross Blue Shield for the District. Both Directors voted aye.

Ron Wilder reported the ambulances need to be refurbished in the coming year.

The Directors discussed the possibility of stationing an ambulance at the South Oldham Fire Department. Mr. Thompson stated he does not believe this will be acceptable to the South Oldham Fire Department and would ask the District reimburse South Oldham Fire Department for damage to a chair caused by EMS personnel. Mr. Thompson and Mr. Stoess both agreed to reimburse the South Oldham Fire Department for the cost of the chair.

It was moved by Thompson and seconded by Stoess at 7:35 p.m. to go into executive session to discuss personnel matters.

The Directors came out of executive session at 7:45 p.m. with no action taken.

Mr. Thompson announced that the next meeting of the District will be on January 10, 2011.

There being no further business to come before the Directors, the meeting was adjourned at 7:50 p.m.

Respectfully submitted,



David W. Thompson,  
Chairman



Charles R. Stoess,  
Treasurer

Dr. Tom Clark,  
Vice Chairman  
*absent*