

**MINUTES OF THE OPEN MEETING OF THE BOARD  
OF DIRECTORS OF THE ROBERTSON FIRE PROTECTION  
DISTRICT OF ST. LOUIS COUNTY, MISSOURI ON  
NOVEMBER TWENTY-SEVENTH, TWO THOUSAND TWENTY-THREE**

The Board of Directors for the Robertson Fire Protection District met in a regular open session at the Administrative Offices at 12641 Missouri Bottom Road, Hazelwood, Missouri at 6:00pm on November 27, 2023. This meeting is being held in person. Individuals are asked to sign in. Individuals that plan to speak are required to sign in.

Jennifer Guyton, Chairwoman/Director  
Maggie Sieve, Secretary/Director  
Steve Field, Treasurer  
Dave Herman, Fire Chief  
Adam Long, Asst. Fire Chief  
Bob Sievers, Medical Officer  
Paul Martin, District Attorney

The meeting is opened with the Pledge of Allegiance to the U.S. flag.

Director Sieve conducted a roll call. All directors were present.

**AGENDA**

Director Sieve added Chaplin introduction to the agenda under New Business.

Director Field made a motion to accept the amended agenda as presented, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

**MINUTES**

Director Sieve made a motion to table the acceptance of the open and closed minutes of November 6, 2023, November 13, 2023, and November 16, 2023, seconded by Director Field. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

**ACCOUNTS PAYABLE**

Director Field made a motion to pay all bills and invoices as presented, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

**ACCOUNTANT'S REPORT**

Anna Cadmus with Sikich LLP gave the third quarter financial overview.

## NEW BUSINESS

Director Guyton discussed setting a date for the budget review meeting and budget approval. The budget will be reviewed on December 4, 2023 and approved on December 18, 2023.

Director Guyton discussed renewing the District 9 Health Welfare Insurance Plan for 2024.

Director Guyton discussed renewing the Beneflex Health Reimbursement account (HRA) for 2024. Director Guyton reported the money available in the employees' HRA rolls over year after year. Issue tabled until after closed.

Director Guyton discussed end of year payroll benefits. Suzette explained all 2023 payouts.

Director Field made a motion to approve Holiday Pay for \$69,600.00, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye

Director Sieve made a motion to approve Sick Leave Incentive for \$21,269.00, seconded by Director Field. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye

Director Field made a motion to table approving AAI and Sick Leave Buy Back until the December 4<sup>th</sup> meeting, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye

Director Sieve introduced the District's new Chaplin, Dan Curnutt. Dan spoke about his past experience as a Chaplin for police officers in the past.

Director Guyton motioned to appoint Dan Curnutt as the District Chaplin, seconded by Director Field. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye

## CHIEF'S REPORT

Chief Herman discussed the benefits of renewing the Critical Illness Pool for 2024.

Director Field made a motion to approve the 2024 invoice for Critical Illness Pool for \$4950.00, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye

Chief Herman discussed Tech Electronics door codes.

Director Sieve made a motion to approve the bid from Tech Electronics to replace 4 door locks at House 1 & 2 not to exceed \$3334.00, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye

Suzette Stoyanov reads a letter of appreciation from Back Stoppers to the District.

## MEDICAL OFFICER'S REPORT

Medical Officer Sievers discussed the annual renewal of Handtevy for pediatric calls.

Director Field made a motion to approve the invoice for Handtevy for \$2241.75, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye

Medical Officer Sievers requested approval to stay with our current Medical Director as he transitions from SSM DePaul Hospital to St. Louis Elite Medical Services "SEMS."

Director Sieve made a motion to table hiring a Medical Director, seconded by Director Field. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye

## ATTORNEY'S REPORT

Nothing to report.

## PUBLIC

No public comments.

Director Sieve made a motion to hold a closed board meeting December 4, 2023, at 6pm, a special open meeting for Labor Contract Negotiations on December 7, 2023, at 6pm, and a regular open meeting December 11, 2023, at 6pm at 12641 Missouri Bottom Road, Hazelwood, Missouri, seconded by Director Field. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

## CLOSED SESSION

Director Field made a motion to enter into closed session at 7:21pm for the following reasons:

1. LEGAL ACTIONS, CAUSES OF LEGAL ACTION, OR LITIGATION, ATTORNEY-CLIENT COMMUNICATIONS (610.021 (1)).
2. HIRING, FIRING DISCIPLINING OR PROMOTING OF PARTICULAR EMPLOYEES WHEN INFORMATION RELATING TO THE PERFORMANCE OR MERIT OF INDIVIDUAL EMPLOYEES IS DISCUSSED OR RECORDED (610.021 (3), 610.021(3)).
3. PREPARATION, INCLUDING AND DISCUSSION OF WORK PRODUCT, ON BEHALF OF THE DISTRICT OR ITS REPRESENTATIVES FOR DISTRICT LITIGATION AND I.A.F.F. NEGOTIATIONS (610.021 (9)).

Seconded by Director Sieve. A roll call vote was taken. Director Sieve-aye, Director Field-aye, Director Guyton-aye.

REOPEN FROM CLOSE

Director Field motioned to adjourn the closed session and reconvene in Open Session at 8:13pm, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

REPORT FROM CLOSED SESSION

The Board of Directors picked up the discussion of the HRA.

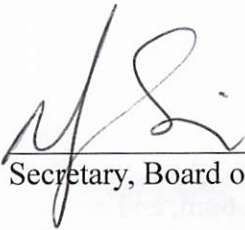
Director Field made a motion to approve the HRA per individual to \$2000.00 yearly, not to roll over, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye

ADJOURNMENT

Director Field made a motion to adjourn the meeting, seconded by Director Sieve. A roll call vote was taken. Director Sieve-aye, Director Guyton-aye.

Meeting adjourned at 9:02pm.



---

Secretary, Board of Directors



---

President, Board of Directors

ROBERTSON FIRE PROTECTION DISTRICT  
AGENDA – OPEN BOARD MEETING NOVEMBER 27th, 2023–6:00 P.M.  
ROBERTSON ADMINISTRATIVE OFFICES - 12641 MISSOURI BOTTOM ROAD  
Zoom Link: <https://zoom.us/j/93616931133?pwd=azNCY3pSVERTWGxpc2RNc1VG0HBwdz09>  
**This meeting is being held in person and on Zoom.**

1. CALL TO ORDER:
  - a. Pledge of Allegiance
2. AMENDMENT AND/OR ADOPTION OF AGENDA
3. APPROVAL OF MEETING MINUTES—November 6<sup>th</sup>, November 13<sup>th</sup>, and November 16<sup>th</sup>, 2023
4. ACCOUNTS PAYABLE
5. ACCOUNTANT’S REPORT
  - a. Anna Cadmus with Sikich LLP—Third Quarter Financial Overview
6. NEW BUSINESS
  - a. Budget Review Meeting—set date.
  - b. District 9 Health Welfare Insurance Plan—2024 Renewal
  - c. Beneflex Health Reimbursement Account (HRA)—2024 Renewal
  - d. Approval of Year End Payroll Benefits
7. CHIEF’S REPORT
  - a. Critical Illness Pool—2024 Renewal
  - b. Tech Electronics—Door codes
  - c. BackStoppers—Donation thank you
8. MEDICAL OFFICER’S REPORT
  - a. Handtevy—Annual Renewal
  - b. Approval of Medical Director Expense for 2024
9. ATTORNEY’S REPORT
10. PUBLIC **Individuals who intended on speaking are required to sign in.**
11. Upcoming Meetings:
  - a. TBD—discussion to coordinate with holidays
  - b. Labor Negotiations—December 7<sup>th</sup>, 2023 at 6pm (Location: 12641 MO Bottom & Zoom)
12. THE ROBERTSON FIRE PROTECTION DISTRICT BOARD OF DIRECTORS WILL HOLD A CLOSED SESSION. THE CLOSED SESSION WILL BE HELD IN ACCORDANCE WITH RSMO 610.021:
  1. LEGAL ACTIONS, CAUSES OF LEGAL ACTION, OR LITIGATION (610.021 (1)).
  2. HIRING, FIRING DISCIPLINING OR PROMOTING OF PARTICULAR EMPLOYEES WHEN INFORMATION RELATING TO THE PERFORMANCE OR MERIT OF INDIVIDUAL EMPLOYEES IS DISCUSSED OR RECORDED (610.021 (3)).
  3. PREPARATION, INCLUDING AND DISCUSSION OF WORK PRODUCT, ON BEHALF OF THE DISTRICT OR ITS REPRESENTATIVES FOR DISTRICT LITIGATION AND I.A.F.F. NEGOTIATIONS (610.021 (9)).
13. ADJOURNMENT



**MINUTES OF THE OPEN MEETING OF THE BOARD  
OF DIRECTORS OF THE ROBERTSON FIRE PROTECTION  
DISTRICT OF ST. LOUIS COUNTY, MISSOURI ON  
NOVEMBER THIRTEENTH, TWO THOUSAND TWENTY-THREE**

The Board of Directors for the Robertson Fire Protection District met in a regular open session at the Administrative Offices at 12641 Missouri Bottom Road, Hazelwood, Missouri at 6:00pm on November 13, 2023. This meeting is being held in person. Individuals are asked to sign in. Individuals that plan to speak are required to sign in.

Jennifer Guyton, Chairwoman/Director  
Maggie Sieve, Secretary/Director  
Steve Field, Treasurer  
Dave Herman, Fire Chief  
Adam Long, Asst. Fire Chief  
Kenny Hughes, Fire Marshal  
Bob Sievers, Medical Officer  
Paul Martin, District Attorney

The meeting is opened with the Pledge of Allegiance to the U.S. flag.

Director Sieve conducted a roll call. All directors were present.

**AGENDA**

Director Field made a motion to accept the amended agenda as presented, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

**MINUTES**

Director Sieve made a motion to table the acceptance of the open and closed minutes of September 28, 2023, October 16, 2023, October 23, 2023, and October 30, 2023, seconded by Director Field. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

**ACCOUNTS PAYABLE**

Director Field made a motion to pay all bills and invoices as presented, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

**NEW BUSINESS**

Director Guyton discussed the District's insurance renewal for 2024 with One Digital. Tabled until One Digital joins the Zoom meeting.

Medial Officer Sievers discussed the PR Santa events and the budget.

Director Field made a motion to purchase a Hamilton Beach Coffee Percolator or \$69.95, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye

Director Sieve made a motion to purchase an Igloo Portable Sports Cooler for \$39.99, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye

Director Field made a motion to purchase hot chocolate, candy canes, and hot cups for the Santa PR events for \$159.64, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye

One Digital joined the meeting and reviewed the 2024 insurance rates.

Director Guyton discussed purchasing badges for the new hires.

Director Field made a motion to approve the purchase of badges for the new hires, the Fire Chief, and Assistant Fire Chief for \$2440.00, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye

Director Guyton introduced one of the District's new hires, Blake Williams.

## PUBLIC

No public comments.

Director Sieve made a motion to hold a closed board meeting November 20, 2023, at 5pm, a special open meeting for Labor Contract Negotiations on November 16, 2023, at 6pm, and a regular open meeting November 27, 2023, at 6pm at 12641 Missouri Bottom Road, Hazelwood, Missouri, seconded by Director Field. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

## CLOSED SESSION

Director Field made a motion to enter into closed session at 6:36pm for the following reasons:

1. LEGAL ACTIONS, CAUSES OF LEGAL ACTION, OR LITIGATION, ATTORNEY-CLIENT COMMUNICATIONS (610.021 (1)).
2. HIRING, FIRING DISCIPLINING OR PROMOTING OF PARTICULAR EMPLOYEES WHEN INFORMATION RELATING TO THE PERFORMANCE OR MERIT OF INDIVIDUAL EMPLOYEES IS DISCUSSED OR RECORDED (610.021 (3), 610.021(3)).
3. PREPARATION, INCLUDING AND DISCUSSION OF WORK PRODUCT, ON BEHALF OF THE DISTRICT OR ITS REPRESENTATIVES FOR DISTRICT LITIGATION AND I.A.F.F. NEGOTIATIONS (610.021 (9)).



Seconded by Director Sieve. A roll call vote was taken. Director Sieve-aye, Director Field-aye, Director Guyton-aye.

REOPEN FROM CLOSE

Director Field motioned to adjourn the closed session and reconvene in Open Session at 7:06pm, seconded by Director Sieve. A roll call vote was taken. Director Sieve-aye, Director Field-aye, Director Guyton-aye.

REPORT FROM CLOSED SESSION

There was nothing to report from closed session.

ADJOURNMENT

Director Field made a motion to adjourn the meeting, seconded by Director Sieve. A roll call vote was taken. Director Sieve-aye, Director Guyton-aye.

Meeting adjourned at 7:12pm.

---

President, Board of Directors

---

Secretary, Board of Directors

**MINUTES OF THE SPECIAL OPEN MEETING OF THE BOARD  
OF DIRECTORS OF THE ROBERTSON FIRE PROTECTION  
DISTRICT OF ST. LOUIS COUNTY, MISSOURI ON  
NOVEMBER SIXTEENTH, TWO THOUSAND TWENTY-THREE**

The Board of Directors for the Robertson Fire Protection District met in a special session at the Administrative Offices at 12641 Missouri Bottom Road, Hazelwood, Missouri at 6pm on November 16, 2023. This meeting is being held in person. Individuals are asked to sign in. Individuals that plan to speak are required to sign in.

Jennifer Guyton, Chairwoman/Director  
Steve Field, Treasurer/Director  
Maggie Sieve, Secretary/Director  
Adam Long, Assistant Fire Chief  
Matt Hoffman, District Attorney

Representing the workers:  
John Duffy, IAFF 2665 representative  
Steve Fisher, Shop Steward  
Will Herman, Asst. Shop Steward

The meeting is opened with the Pledge of Allegiance to the U.S. flag.

Director Sieve conducted a roll call. All directors were present.

Director Field motioned to accept the agenda as presented, seconded by Director Sieve. A roll call vote was taken. Director Sieve-aye, Director Field-aye, Director Guyton-aye.

Steve Fisher requested a working group be held to speed up the negotiation process. Issue tabled.

The Union presented language for the CBA that reflects the possibility of the legislation passing and offers renegotiation if the legislation does not pass. Issue tabled.

Articles 18-22 are tabled until bids for short term disability are received and viewed by all parties.

Article 27 original language was read. The proposed language was read and the intent discussed.

Article 28 original language and proposed language were read regarding Active-Duty Employees Health Benefits. The language was not changed.

Article 28 original language and proposed language were read regarding Retiree Health Benefits. There was an extended discussion and issue tabled.

Article 28 original language and proposed language were read regarding Active-Duty Employees Disabled in the Line of Duty. Issue is tabled.

Article 28 original language and proposed language were read regarding Death of Active or Retired Employees while under Healthcare Coverage. The language was not changed.

Article 28 original language and proposed language were read regarding the Re-open Clause. The language was not changed.

Article 22 original language and proposed language were read regarding Union Business Leave. The shop agrees to the Board's proposed language.

The Board and the Shop agree to discuss Articles 27, 28, and 29 at the next negotiation meeting.

Director Sieve motioned to hold the next special open session for Union negotiations on December 7, 2023 at 6pm with the backup on December 14, 2023, seconded by Director Field. A roll call vote was taken. Director Sieve-aye, Director Field-aye, Director Guyton-aye.

#### ADJOURNMENT

Director Field made a motion to adjourn this special open meeting, seconded by Director Sieve. A roll call vote was taken. Director Sieve-aye, Director Field-aye, Director Guyton-aye.

Meeting adjourned at 7:19pm.

---

President, Board of Directors

---

Secretary, Board of Directors

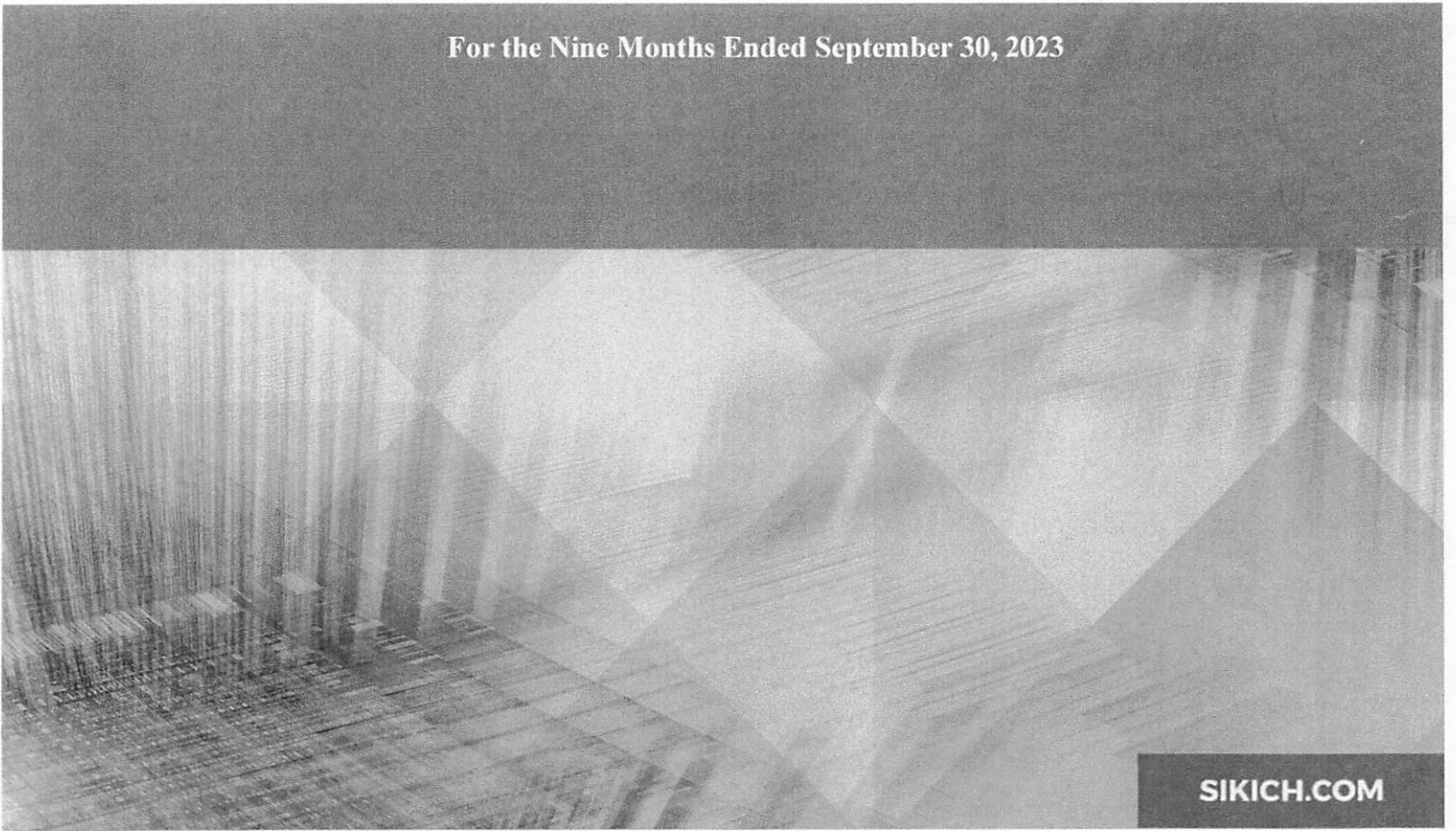


**ROBERTSON FIRE  
PROTECTION DISTRICT  
OF ST. LOUIS COUNTY, MISSOURI**

---

**REPORT TO THE BOARD OF DIRECTORS**

**For the Nine Months Ended September 30, 2023**



**SIKICH.COM**

**ROBERTSON FIRE PROTECTION DISTRICT**  
**TABLE OF CONTENTS**

---

|   | <u>Page(s)</u> |
|---|----------------|
| TREASURER’S REPORT .....                    | 1              |
| REVENUES AND EXPENDITURES – ALL FUNDS ..... | 2              |
| BUDGET AND ACTUAL                           |                |
| General Fund.....                           | 3              |
| Ambulance Fund.....                         | 4              |
| Debt Service Fund.....                      | 5              |
| Pension Fund.....                           | 6              |
| Capital Projects Fund .....                 | 7              |
| Dispatch Fund .....                         | 8              |
| OVER (UNDER) BUDGET – ALL FUNDS .....       | 9              |

**ROBERTSON FIRE PROTECTION DISTRICT  
OF ST. LOUIS COUNTY, MISSOURI**

TREASURER'S REPORT

September 30, 2023

|                                       | General                | Ambulance              | Debt Service        | Pension              | Capital<br>Projects    | Dispatch             | TOTAL                  |
|---------------------------------------|------------------------|------------------------|---------------------|----------------------|------------------------|----------------------|------------------------|
| <b>CASH</b>                           |                        |                        |                     |                      |                        |                      |                        |
| <b>Busey Bank</b>                     |                        |                        |                     |                      |                        |                      |                        |
| General                               | \$ 1,386,210.49        | \$ -                   | \$ -                | \$ 676,750.94        | \$ -                   | \$ -                 | \$ 2,062,961.43        |
| 457 Deferred                          | 3,833.12               | -                      | -                   | -                    | -                      | -                    | 3,833.12               |
| CAF 125                               | -                      | -                      | -                   | -                    | -                      | -                    | -                      |
| HR Bridge                             | -                      | -                      | -                   | -                    | -                      | -                    | -                      |
| Payroll*                              | (19,968.00)            | -                      | -                   | -                    | -                      | -                    | (19,968.00)            |
| Ambulance                             | -                      | 3,565,072.87           | -                   | -                    | -                      | -                    | 3,565,072.87           |
| Ambulance ICS                         | -                      | -                      | -                   | -                    | -                      | -                    | -                      |
| Bond Retirement                       | -                      | -                      | 74,605.50           | -                    | -                      | -                    | 74,605.50              |
| Bond Retirement ICS                   | -                      | -                      | -                   | -                    | -                      | -                    | -                      |
| Bond Proceeds                         | -                      | -                      | -                   | -                    | 1,125,335.10           | -                    | 1,125,335.10           |
| Bond Proceeds ICS                     | -                      | -                      | -                   | -                    | -                      | -                    | -                      |
| Dispatch                              | -                      | -                      | -                   | -                    | -                      | 348,343.06           | 348,343.06             |
| <b>St. Louis Bank</b>                 |                        |                        |                     |                      |                        |                      |                        |
| Building Permits                      | 841,902.68             | -                      | -                   | -                    | -                      | -                    | 841,902.68             |
| <b>Total Cash</b>                     | <b>2,211,978.29</b>    | <b>3,565,072.87</b>    | <b>74,605.50</b>    | <b>676,750.94</b>    | <b>1,125,335.10</b>    | <b>348,343.06</b>    | <b>8,002,085.76</b>    |
| <b>INVESTMENTS</b>                    |                        |                        |                     |                      |                        |                      |                        |
| MOSIP Investment Fund                 | 1,567,012.15           | -                      | -                   | -                    | -                      | -                    | 1,567,012.15           |
| <b>TOTAL CASH<br/>AND INVESTMENTS</b> | <b>\$ 3,778,990.44</b> | <b>\$ 3,565,072.87</b> | <b>\$ 74,605.50</b> | <b>\$ 676,750.94</b> | <b>\$ 1,125,335.10</b> | <b>\$ 348,343.06</b> | <b>\$ 9,569,097.91</b> |

\*Cleared out via transfer from General account in October 2023.

**ROBERTSON FIRE PROTECTION DISTRICT  
OF ST. LOUIS COUNTY, MISSOURI**

**REVENUES AND EXPENDITURES - ALL FUNDS**

For the Nine Months Ended September 30, 2023

|  | <b>General</b>       | <b>Ambulance</b>  | <b>Debt Service</b> | <b>Pension</b>      | <b>Capital<br/>Projects</b> | <b>Dispatch</b>    | <b>Total</b>        |
|--|----------------------|-------------------|---------------------|---------------------|-----------------------------|--------------------|---------------------|
| <b>REVENUES</b>  |                      |                   |                     |                     |                             |                    |                     |
| Tax revenue  | \$ 1,994,088         | \$ 1,024,224      | \$ 423,400          | \$ 311,786          | \$ -                        | \$ 78,162          | \$ 3,831,660        |
| Hazelwood Contract Services  | 1,764,858            | 906,507           | 374,744             | 276,056             | -                           | 69,184             | 3,391,349           |
| Building and other permits   | 152,545              | -                 | -                   | -                   | -                           | -                  | 152,545             |
| Ambulance calls  | -                    | 241,729           | -                   | -                   | -                           | -                  | 241,729             |
| GEMT revenue   | -                    | 1,048,215         | -                   | -                   | -                           | -                  | 1,048,215           |
| Miscellaneous revenue  | 333,644              | -                 | -                   | -                   | -                           | -                  | 333,644             |
| Interest   | 110,115              | 49,064            | 243                 | -                   | 16,369                      | 2,186              | 177,977             |
| <b>Total revenues</b>  | <b>4,355,250</b>     | <b>3,269,739</b>  | <b>798,387</b>      | <b>587,842</b>      | <b>16,369</b>               | <b>149,532</b>     | <b>9,177,119</b>    |
| <b>EXPENDITURES</b>  |                      |                   |                     |                     |                             |                    |                     |
| Advertising/PR   | 9,308                | 6,205             | -                   | -                   | -                           | -                  | 15,513              |
| Building maintenance   | 43,370               | 28,913            | -                   | -                   | -                           | -                  | 72,283              |
| Debt service expenses  | -                    | -                 | 491,400             | -                   | -                           | -                  | 491,400             |
| Dispatching costs  | -                    | -                 | -                   | -                   | -                           | 162,257            | 162,257             |
| Doctors fees   | 6,156                | 4,104             | -                   | -                   | -                           | -                  | 10,260              |
| Dues and subscriptions   | 8,108                | 5,405             | -                   | -                   | -                           | -                  | 13,513              |
| Election expenses  | 1,715                | 1,143             | -                   | -                   | -                           | -                  | 2,858               |
| Equipment and vehicle maintenance  | 175,808              | 25,283            | -                   | -                   | -                           | -                  | 201,091             |
| Equipment purchases and replacement  | 1,875,688            | -                 | -                   | -                   | -                           | -                  | 1,875,688           |
| Gasoline and oil   | 20,677               | 13,785            | -                   | -                   | -                           | -                  | 34,462              |
| Insurance - employee   | 514,116              | 342,744           | -                   | -                   | -                           | -                  | 856,860             |
| Insurance - general  | 365,079              | 243,386           | -                   | -                   | -                           | -                  | 608,465             |
| Office supplies  | 25,733               | 17,155            | -                   | -                   | -                           | -                  | 42,888              |
| Payroll taxes  | 144,907              | 96,605            | -                   | -                   | -                           | -                  | 241,512             |
| Pension plan contributions   | -                    | -                 | -                   | 727,908             | -                           | -                  | 727,908             |
| Professional fees  | 178,566              | 119,044           | 3,290               | -                   | -                           | 200                | 301,100             |
| Professional fees - GEMT   | -                    | 359,381           | -                   | -                   | -                           | -                  | 359,381             |
| Salaries   | 1,853,939            | 926,318           | -                   | -                   | -                           | -                  | 2,780,257           |
| Salaries - OT  | 236,963              | 157,975           | -                   | -                   | -                           | -                  | 394,938             |
| Supplies   | 6,903                | 39,010            | -                   | -                   | -                           | -                  | 45,913              |
| Training and education   | 22,568               | 15,045            | -                   | -                   | -                           | -                  | 37,613              |
| Uniforms   | 29,869               | 19,912            | -                   | -                   | -                           | -                  | 49,781              |
| Utilities  | 37,335               | 24,890            | -                   | -                   | -                           | -                  | 62,225              |
| VEBA   | -                    | -                 | -                   | -                   | -                           | -                  | -                   |
| <b>Total expenditures</b>  | <b>5,556,808</b>     | <b>2,446,303</b>  | <b>494,690</b>      | <b>727,908</b>      | <b>-</b>                    | <b>162,457</b>     | <b>9,388,166</b>    |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENDITURES, BEFORE OTHER</b> | <b>(1,201,558)</b>   | <b>823,436</b>    | <b>303,697</b>      | <b>(140,066)</b>    | <b>16,369</b>               | <b>(12,925)</b>    | <b>(211,047)</b>    |
| <b>OTHER FINANCING SOURCES (USES)</b>                                      |                      |                   |                     |                     |                             |                    |                     |
| Use of District reserves   | -                    | -                 | -                   | -                   | -                           | -                  | -                   |
| Transfers in (out)   | -                    | -                 | -                   | -                   | -                           | -                  | -                   |
| <b>Total other financing sources (uses)</b>                                | <b>-</b>             | <b>-</b>          | <b>-</b>            | <b>-</b>            | <b>-</b>                    | <b>-</b>           | <b>-</b>            |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENDITURES, AFTER OTHER</b>  | <b>\$(1,201,558)</b> | <b>\$ 823,436</b> | <b>\$ 303,697</b>   | <b>\$ (140,066)</b> | <b>\$ 16,369</b>            | <b>\$ (12,925)</b> | <b>\$ (211,047)</b> |

**ROBERTSON FIRE PROTECTION DISTRICT  
OF ST. LOUIS COUNTY, MISSOURI**

**BUDGET AND ACTUAL  
GENERAL FUND**

For the Nine Months Ended September 30, 2023

|  | <b>Budget</b>     | <b>Actual</b>         | <b>Variance<br/>Over (Under)</b> | <b>% of<br/>Budget</b> | <b>Prior Year<br/>Actual</b> |
|--|-------------------|-----------------------|----------------------------------|------------------------|------------------------------|
| <b>REVENUES</b>  |                   |                       |                                  |                        |                              |
| Tax revenue  | \$ 2,522,727      | \$ 1,994,088          | \$ (528,639)                     | 79%                    | \$ 1,524,129                 |
| Hazelwood Contract Services  | 2,657,167         | 1,764,858             | (892,309)                        | 66%                    | 1,781,814                    |
| Building and other permits   | 50,000            | 152,545               | 102,545                          | 305%                   | 200,768                      |
| Miscellaneous revenue  | 5,000             | 333,644               | 328,644                          | 6673%                  | 48,228                       |
| Interest   | 60,000            | 110,115               | 50,115                           | 184%                   | 3,801                        |
| <b>Total revenues</b>  | <b>5,294,894</b>  | <b>4,355,250</b>      | <b>(939,644)</b>                 | <b>82%</b>             | <b>3,558,740</b>             |
| <b>EXPENDITURES</b>  |                   |                       |                                  |                        |                              |
| Advertising/PR   | 36,000            | 9,308                 | (26,692)                         | 26%                    | 27,329                       |
| Building maintenance   | 48,000            | 43,370                | (4,630)                          | 90%                    | 55,816                       |
| Doctors fees   | 19,200            | 6,156                 | (13,044)                         | 32%                    | 2,037                        |
| Dues and subscriptions   | 7,750             | 8,108                 | 358                              | 105%                   | 5,830                        |
| Election expenses  | 3,000             | 1,715                 | (1,285)                          | 57%                    | -                            |
| Equipment and vehicle maintenance  | 180,000           | 175,808               | (4,192)                          | 98%                    | 137,356                      |
| Equipment purchases and replacement  | -                 | 1,875,688             | 1,875,688                        | 100%                   | -                            |
| Gasoline and oil   | 42,000            | 20,677                | (21,323)                         | 49%                    | 25,270                       |
| Insurance - employee   | 754,000           | 514,116               | (239,884)                        | 68%                    | 420,668                      |
| Insurance - general  | 420,000           | 365,079               | (54,921)                         | 87%                    | 445,715                      |
| Office supplies  | 3,600             | 25,733                | 22,133                           | 715%                   | 4,284                        |
| Payroll taxes  | 216,113           | 144,907               | (71,206)                         | 67%                    | 154,773                      |
| Professional fees  | 115,000           | 178,566               | 63,566                           | 155%                   | 135,812                      |
| Salaries   | 2,625,000         | 1,853,939             | (771,061)                        | 71%                    | 1,899,039                    |
| Salaries - OT  | 200,000           | 236,963               | 36,963                           | 118%                   | 216,980                      |
| Supplies   | 10,000            | 6,903                 | (3,097)                          | 69%                    | 6,255                        |
| Training and education   | 105,000           | 22,568                | (82,432)                         | 21%                    | 64,215                       |
| Uniforms   | 12,000            | 29,869                | 17,869                           | 249%                   | 18,670                       |
| Utilities  | 90,000            | 37,335                | (52,665)                         | 41%                    | 70,557                       |
| VEBA   | 40,000            | -                     | (40,000)                         | 0%                     | 270,478                      |
| <b>Total expenditures</b>  | <b>4,926,663</b>  | <b>5,556,808</b>      | <b>630,145</b>                   | <b>113%</b>            | <b>3,961,084</b>             |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENDITURES, BEFORE TRANSFERS</b> | <b>368,231</b>    | <b>(1,201,558)</b>    | <b>(1,569,789)</b>               |                        | <b>(402,344)</b>             |
| <b>OTHER FINANCING SOURCES (USES)</b>  |                   |                       |                                  |                        |                              |
| Transfers in (out)   | (88,546)          | -                     | 88,546                           | 0%                     | -                            |
| <b>Total other financing sources (uses)</b>                                    | <b>(88,546)</b>   | <b>-</b>              | <b>88,546</b>                    | <b>0%</b>              | <b>-</b>                     |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENDITURES, AFTER TRANSFERS</b>  | <b>\$ 279,685</b> | <b>\$ (1,201,558)</b> | <b>\$ (1,481,243)</b>            |                        | <b>\$ (402,344)</b>          |



**ROBERTSON FIRE PROTECTION DISTRICT  
OF ST. LOUIS COUNTY, MISSOURI**

**BUDGET AND ACTUAL  
AMBULANCE FUND**

For the Nine Months Ended September 30, 2023

|  | <b>Budget</b>    | <b>Actual</b>     | <b>Variance<br/>Over (Under)</b> | <b>% of<br/>Budget</b> | <b>Prior Year<br/>Actual</b> |
|--|------------------|-------------------|----------------------------------|------------------------|------------------------------|
| <b>REVENUES</b>  |                  |                   |                                  |                        |                              |
| Tax revenue  | \$ 1,287,257     | \$ 1,024,224      | \$ (263,033)                     | 80%                    | \$ 767,843                   |
| Hazelwood Contract Services  | 1,328,242        | 906,507           | (421,735)                        | 68%                    | 897,690                      |
| Ambulance calls  | 320,000          | 241,729           | (78,271)                         | 76%                    | 276,469                      |
| GEMT revenue   | 300,000          | 1,048,215         | 748,215                          | 349%                   | 610,242                      |
| Interest   | 2,000            | 49,064            | 47,064                           | 2453%                  | 1,325                        |
| <b>Total revenues</b>  | <b>3,237,499</b> | <b>3,269,739</b>  | <b>32,240</b>                    | <b>101%</b>            | <b>2,553,569</b>             |
| <b>EXPENDITURES</b>  |                  |                   |                                  |                        |                              |
| Advertising/PR   | 24,000           | 6,205             | (17,795)                         | 26%                    | 12,888                       |
| Building maintenance   | 32,000           | 28,913            | (3,087)                          | 90%                    | 13,867                       |
| Doctors fees   | 12,800           | 4,104             | (8,696)                          | 32%                    | 2,328                        |
| Dues and subscriptions   | 5,160            | 5,405             | 245                              | 105%                   | 4,635                        |
| Election expenses  | 2,000            | 1,143             | (857)                            | 57%                    | -                            |
| Equipment and vehicle maintenance  | 70,000           | 25,283            | (44,717)                         | 36%                    | 36,401                       |
| Gasoline and oil   | 28,000           | 13,785            | (14,215)                         | 49%                    | 11,381                       |
| Insurance - employee   | 503,000          | 342,744           | (160,256)                        | 68%                    | 335,907                      |
| Insurance - general  | 280,000          | 243,386           | (36,614)                         | 87%                    | 163,000                      |
| Office supplies  | 2,400            | 17,155            | 14,755                           | 715%                   | 4                            |
| Payroll taxes  | 141,525          | 96,605            | (44,920)                         | 68%                    | 103,571                      |
| Professional fees  | 76,000           | 119,044           | 43,044                           | 157%                   | 33,664                       |
| Professional fees - GEMT   | 111,000          | 359,381           | 248,381                          | 324%                   | 213,002                      |
| Salaries   | 1,700,000        | 926,318           | (773,682)                        | 54%                    | 1,161,263                    |
| Salaries - OT  | 150,000          | 157,975           | 7,975                            | 105%                   | 151,197                      |
| Supplies   | 45,000           | 39,010            | (5,990)                          | 87%                    | 24,073                       |
| Training and education   | 70,000           | 15,045            | (54,955)                         | 21%                    | 33,587                       |
| Uniforms   | 8,000            | 19,912            | 11,912                           | 249%                   | 5,160                        |
| Utilities  | 60,000           | 24,890            | (35,110)                         | 41%                    | 16,266                       |
| VEBA   | 5,160            | -                 | (5,160)                          | 0%                     | 7,000                        |
| <b>Total expenditures</b>  | <b>3,326,045</b> | <b>2,446,303</b>  | <b>(879,742)</b>                 | <b>74%</b>             | <b>2,329,194</b>             |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENDITURES, BEFORE TRANSFERS</b> | <b>(88,546)</b>  | <b>823,436</b>    | <b>911,982</b>                   |                        | <b>224,375</b>               |
| <b>OTHER FINANCING SOURCES (USES)</b>  |                  |                   |                                  |                        |                              |
| Transfers in (out)   | 88,546           | -                 | (88,546)                         | 0%                     | -                            |
| <b>Total other financing sources (uses)</b>                                    | <b>88,546</b>    | <b>-</b>          | <b>(88,546)</b>                  | <b>0%</b>              | <b>-</b>                     |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENDITURES, AFTER TRANSFERS</b>  | <b>\$ -</b>      | <b>\$ 823,436</b> | <b>\$ 823,436</b>                |                        | <b>\$ 224,375</b>            |

**ROBERTSON FIRE PROTECTION DISTRICT  
OF ST. LOUIS COUNTY, MISSOURI**

**BUDGET AND ACTUAL  
DEBT SERVICE FUND**

For the Nine Months Ended September 30, 2023

|  | <b>Budget</b>     | <b>Actual</b>     | <b>Variance<br/>Over (Under)</b> | <b>% of<br/>Budget</b> | <b>Prior Year<br/>Actual</b> |
|--|-------------------|-------------------|----------------------------------|------------------------|------------------------------|
| <b>REVENUES</b>  |                   |                   |                                  |                        |                              |
| Tax revenue  | \$ 498,754        | \$ 423,400        | \$ (75,354)                      | 85%                    | \$ 335,020                   |
| Hazelwood Contract Services                                  | 583,743           | 374,744           | (208,999)                        | 64%                    | 391,701                      |
| Interest   | 100               | 243               | 143                              | 243%                   | 68                           |
| <b>Total revenues</b>  | <b>1,082,597</b>  | <b>798,387</b>    | <b>(284,210)</b>                 | <b>74%</b>             | <b>726,789</b>               |
| <b>EXPENDITURES</b>  |                   |                   |                                  |                        |                              |
| Debt service expenses  | 491,400           | 491,400           | -                                | 100%                   | 626,713                      |
| Professional fees  | 3,400             | 3,290             | (110)                            | 97%                    | 2,226                        |
| <b>Total expenditures</b>                                    | <b>494,800</b>    | <b>494,690</b>    | <b>(110)</b>                     | <b>100%</b>            | <b>628,939</b>               |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENDITURES</b> | <b>\$ 587,797</b> | <b>\$ 303,697</b> | <b>\$ (284,100)</b>              |                        | <b>\$ 97,850</b>             |

**ROBERTSON FIRE PROTECTION DISTRICT  
OF ST. LOUIS COUNTY, MISSOURI**

**BUDGET AND ACTUAL  
PENSION FUND**

For the Nine Months Ended September 30, 2023

|  | <b>Budget</b>  | <b>Actual</b>       | <b>Variance<br/>Over (Under)</b> | <b>% of<br/>Budget</b> | <b>Prior Year<br/>Actual</b> |
|--|----------------|---------------------|----------------------------------|------------------------|------------------------------|
| <b>REVENUES</b>  |                |                     |                                  |                        |                              |
| Tax revenue  | \$ 369,487     | \$ 311,786          | \$ (57,701)                      | 84%                    | \$ 219,308                   |
| Hazelwood Contract Services                                  | 382,507        | 276,056             | (106,451)                        | 72%                    | 256,386                      |
| <b>Total revenues</b>  | <b>751,994</b> | <b>587,842</b>      | <b>(164,152)</b>                 | <b>78%</b>             | <b>475,694</b>               |
| <b>EXPENDITURES</b>  |                |                     |                                  |                        |                              |
| Pension plan contributions                                   | 745,994        | 727,908             | (18,086)                         | 98%                    | 707,873                      |
| Professional fees  | 6,000          | -                   | (6,000)                          | 0%                     | 1,600                        |
| <b>Total expenditures</b>                                    | <b>751,994</b> | <b>727,908</b>      | <b>(24,086)</b>                  | <b>97%</b>             | <b>709,473</b>               |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENDITURES</b> | <b>\$ -</b>    | <b>\$ (140,066)</b> | <b>\$ (140,066)</b>              |                        | <b>\$ (233,779)</b>          |

**ROBERTSON FIRE PROTECTION DISTRICT  
OF ST. LOUIS COUNTY, MISSOURI**

**BUDGET AND ACTUAL  
CAPITAL PROJECTS FUND**

For the Nine Months Ended September 30, 2023

|   | <b>Budget</b>    | <b>Actual</b>    | <b>Variance<br/>Over (Under)</b> | <b>% of<br/>Budget</b> | <b>Prior Year<br/>Actual</b> |
|---|------------------|------------------|----------------------------------|------------------------|------------------------------|
| <b>REVENUES</b>   |                  |                  |                                  |                        |                              |
| Interest  | \$ 1,000         | \$ 16,369        | \$ 15,369                        | 1637%                  | \$ 764                       |
| Total revenues  | <u>1,000</u>     | <u>16,369</u>    | <u>15,369</u>                    | <u>1637%</u>           | <u>764</u>                   |
| <b>EXPENDITURES</b>   |                  |                  |                                  |                        |                              |
| Equipment purchases and replacement   | 1,000,000        | -                | (1,000,000)                      | 0%                     | 64,359                       |
| Total expenditures  | <u>1,000,000</u> | <u>-</u>         | <u>(1,000,000)</u>               | <u>0%</u>              | <u>64,359</u>                |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENDITURES, BEFORE RESERVES</b> | <u>(999,000)</u> | <u>16,369</u>    | <u>1,015,369</u>                 |                        | <u>(63,595)</u>              |
| <b>OTHER FINANCING SOURCES (USES)</b>   |                  |                  |                                  |                        |                              |
| Use of District reserves  | 999,000          | -                | (999,000)                        | 0%                     | -                            |
| Total other financing sources (uses)  | <u>999,000</u>   | <u>-</u>         | <u>(999,000)</u>                 | <u>0%</u>              | <u>-</u>                     |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENDITURES, AFTER RESERVES</b>  | <u>\$ -</u>      | <u>\$ 16,369</u> | <u>\$ 16,369</u>                 |                        | <u>\$ (63,595)</u>           |

**ROBERTSON FIRE PROTECTION DISTRICT  
OF ST. LOUIS COUNTY, MISSOURI**

**BUDGET AND ACTUAL  
DISPATCH FUND**

For the Nine Months Ended September 30, 2023

|  | <u>Budget</u>  | <u>Actual</u>      | <u>Variance<br/>Over (Under)</u> | <u>% of<br/>Budget</u> | <u>Prior Year<br/>Actual</u> |
|--|----------------|--------------------|----------------------------------|------------------------|------------------------------|
| <b>REVENUES</b>  |                |                    |                                  |                        |                              |
| Tax revenue  | \$ 92,422      | \$ 78,162          | \$ (14,260)                      | 85%                    | \$ 54,538                    |
| Hazelwood Contract Services                                  | 95,076         | 69,184             | (25,892)                         | 73%                    | 63,757                       |
| Interest   | 10             | 2,186              | 2,176                            | 21860%                 | 56                           |
| <b>Total revenues</b>  | <b>187,508</b> | <b>149,532</b>     | <b>(37,976)</b>                  | <b>80%</b>             | <b>118,351</b>               |
| <b>EXPENDITURES</b>  |                |                    |                                  |                        |                              |
| Dispatching costs  | 161,116        | 162,257            | 1,141                            | 101%                   | 149,703                      |
| Equipment purchases and replacement                          | 26,392         | -                  | (26,392)                         | 0%                     | -                            |
| Professional fees  | -              | 200                | 200                              | 100%                   | -                            |
| <b>Total expenditures</b>                                    | <b>187,508</b> | <b>162,457</b>     | <b>(25,051)</b>                  | <b>87%</b>             | <b>149,703</b>               |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENDITURES</b> | <b>\$ -</b>    | <b>\$ (12,925)</b> | <b>\$ (12,925)</b>               |                        | <b>\$ (31,352)</b>           |

**ROBERTSON FIRE PROTECTION DISTRICT  
OF ST. LOUIS COUNTY, MISSOURI**

OVER (UNDER) BUDGET - ALL FUNDS

For the Nine Months Ended September 30, 2023

|  | <u>General</u>       | <u>Ambulance</u>  | <u>Debt Service</u> | <u>Pension</u>      | <u>Capital<br/>Projects</u> | <u>Dispatch</u>    | <u>Total</u>         |
|--|----------------------|-------------------|---------------------|---------------------|-----------------------------|--------------------|----------------------|
| <b>REVENUES</b>  |                      |                   |                     |                     |                             |                    |                      |
| Tax revenue  | \$ (528,639)         | \$ (263,033)      | \$ (75,354)         | \$ (57,701)         | \$ -                        | \$ (14,260)        | \$ (938,987)         |
| Hazelwood Contract Services  | (892,309)            | (421,735)         | (208,999)           | (106,451)           | -                           | (25,892)           | (1,655,386)          |
| Building and other permits   | 102,545              | -                 | -                   | -                   | -                           | -                  | 102,545              |
| Ambulance calls  | -                    | (78,271)          | -                   | -                   | -                           | -                  | (78,271)             |
| GEMT revenue   | -                    | 748,215           | -                   | -                   | -                           | -                  | 748,215              |
| Miscellaneous revenue  | 328,644              | -                 | -                   | -                   | -                           | -                  | 328,644              |
| Interest   | 50,115               | 47,064            | 143                 | -                   | 15,369                      | 2,176              | 114,867              |
| <b>Total revenues</b>  | <b>(939,644)</b>     | <b>32,240</b>     | <b>(284,210)</b>    | <b>(164,152)</b>    | <b>15,369</b>               | <b>(37,976)</b>    | <b>(1,378,373)</b>   |
| <b>EXPENDITURES</b>  |                      |                   |                     |                     |                             |                    |                      |
| Advertising/PR   | (26,692)             | (17,795)          | -                   | -                   | -                           | -                  | (44,487)             |
| Building maintenance   | (4,630)              | (3,087)           | -                   | -                   | -                           | -                  | (7,717)              |
| Debt service expenses  | -                    | -                 | -                   | -                   | -                           | -                  | -                    |
| Dispatching costs  | -                    | -                 | -                   | -                   | -                           | 1,141              | 1,141                |
| Doctors fees   | (13,044)             | (8,696)           | -                   | -                   | -                           | -                  | (21,740)             |
| Dues and subscriptions   | 358                  | 245               | -                   | -                   | -                           | -                  | 603                  |
| Election expenses  | (1,285)              | (857)             | -                   | -                   | -                           | -                  | (2,142)              |
| Equipment and vehicle maintenance  | (4,192)              | (44,717)          | -                   | -                   | -                           | -                  | (48,909)             |
| Equipment purchases and replacement  | 1,875,688            | -                 | -                   | -                   | (1,000,000)                 | (26,392)           | 849,296              |
| Gasoline and oil   | (21,323)             | (14,215)          | -                   | -                   | -                           | -                  | (35,538)             |
| Insurance - employee   | (239,884)            | (160,256)         | -                   | -                   | -                           | -                  | (400,140)            |
| Insurance - general  | (54,921)             | (36,614)          | -                   | -                   | -                           | -                  | (91,535)             |
| Office supplies  | 22,133               | 14,755            | -                   | -                   | -                           | -                  | 36,888               |
| Payroll taxes  | (71,206)             | (44,920)          | -                   | -                   | -                           | -                  | (116,126)            |
| Pension plan contributions   | -                    | -                 | -                   | (18,086)            | -                           | -                  | (18,086)             |
| Professional fees  | 63,566               | 43,044            | (110)               | (6,000)             | -                           | 200                | 100,700              |
| Professional fees - GEMT   | -                    | 248,381           | -                   | -                   | -                           | -                  | 248,381              |
| Salaries   | (771,061)            | (773,682)         | -                   | -                   | -                           | -                  | (1,544,743)          |
| Salaries - OT  | 36,963               | 7,975             | -                   | -                   | -                           | -                  | 44,938               |
| Supplies   | (3,097)              | (5,990)           | -                   | -                   | -                           | -                  | (9,087)              |
| Training and education   | (82,432)             | (54,955)          | -                   | -                   | -                           | -                  | (137,387)            |
| Uniforms   | 17,869               | 11,912            | -                   | -                   | -                           | -                  | 29,781               |
| Utilities  | (52,665)             | (35,110)          | -                   | -                   | -                           | -                  | (87,775)             |
| VEBA   | (40,000)             | (5,160)           | -                   | -                   | -                           | -                  | (45,160)             |
| <b>Total expenditures</b>  | <b>630,145</b>       | <b>(879,742)</b>  | <b>(110)</b>        | <b>(24,086)</b>     | <b>(1,000,000)</b>          | <b>(25,051)</b>    | <b>(1,298,844)</b>   |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENDITURES, BEFORE OTHER</b> | <b>(1,569,789)</b>   | <b>911,982</b>    | <b>(284,100)</b>    | <b>(140,066)</b>    | <b>1,015,369</b>            | <b>(12,925)</b>    | <b>(79,529)</b>      |
| <b>OTHER FINANCING SOURCES (USES)</b>                                      |                      |                   |                     |                     |                             |                    |                      |
| Use of District reserves   | -                    | -                 | -                   | -                   | (999,000)                   | -                  | (999,000)            |
| Transfers in (out)   | 88,546               | (88,546)          | -                   | -                   | -                           | -                  | -                    |
| <b>Total other financing sources (uses)</b>                                | <b>88,546</b>        | <b>(88,546)</b>   | <b>-</b>            | <b>-</b>            | <b>(999,000)</b>            | <b>-</b>           | <b>(999,000)</b>     |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENDITURES, AFTER OTHER</b>  | <b>\$(1,481,243)</b> | <b>\$ 823,436</b> | <b>\$ (284,100)</b> | <b>\$ (140,066)</b> | <b>\$ 16,369</b>            | <b>\$ (12,925)</b> | <b>\$(1,078,529)</b> |

2023 Year End Payout

| NAME             | HIRE DATE | AAI         | Holiday Pay | Sick Leave Incentive | Sick Leave Buy Back | TOTAL       |
|------------------|-----------|-------------|-------------|----------------------|---------------------|-------------|
| Bailey, Dillan   | 03/29/23  | \$ 1,000.00 | \$ 1,400.00 | \$ 1,336.00          |                     | \$ 3,736.00 |
| Benedick, Berry  | 06/27/22  | \$ 625.00   | \$ 2,400.00 | \$ 2,000.00          |                     | \$ 5,025.00 |
| Bethel, Eric     | 09/20/99  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Brandon, Aaron   | 06/09/23  | \$ 625.00   | \$ 1,000.00 | \$ 835.00            |                     | \$ 2,460.00 |
| Buck, Stephanie  | 07/25/06  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Cantrell, Dan    | 09/08/10  | \$ 1,500.00 | \$ 2,400.00 | \$ 2,000.00          |                     | \$ 5,900.00 |
| Christian, Brian | 07/26/06  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Clemens, Dave    | 07/12/23  | \$ -        | \$ -        | \$ -                 |                     | \$ -        |
| Crady, Jason     | 05/27/08  | \$ 1,500.00 | \$ 2,400.00 | \$ 2,000.00          |                     | \$ 5,900.00 |
| Estes, Darin     | 09/18/14  | \$ 1,500.00 | \$ 2,400.00 | \$ 1,000.00          |                     | \$ 4,900.00 |
| Fischer, Steve   | 05/13/08  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Fister, Joe      | 12/16/20  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Flavin, Marty    | 01/04/00  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Graff, Kalin     | 04/28/23  | \$ 875.00   | \$ -        | \$ -                 |                     | \$ 875.00   |
| Grimwood Elias   | 05/01/18  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Hagen, Seth      | 08/07/23  | \$ 375.00   | \$ 800.00   | \$ -                 |                     | \$ 1,175.00 |
| Hansen, Richard  | 06/12/23  | \$ 625.00   | \$ 1,000.00 | \$ 420.00            |                     | \$ 2,045.00 |

2023 Year End Payout

| NAME               | HIRE DATE | AAI         | Holiday Pay | Sick Leave Incentive | Sick Leave Buy Back | TOTAL       |
|--------------------|-----------|-------------|-------------|----------------------|---------------------|-------------|
| Helms, Gabe        | 01/04/21  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Herman, Dave       | 05/15/23  | \$ -        | \$ -        | \$ -                 |                     | \$ -        |
| Herman, William    | 04/27/16  | \$ 1,500.00 | \$ 2,400.00 |                      |                     | \$ 3,900.00 |
| Hoguet, Dan        | 12/10/97  | \$ 1,500.00 | \$ 2,400.00 | \$ 2,000.00          |                     | \$ 5,900.00 |
| Hughes, Kenny      | 05/27/08  | \$ -        | \$ -        | \$ -                 |                     | \$ -        |
| Johnson, Sam       | 10/05/22  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Johnston, Leighana | 04/18/23  | \$ 875.00   | \$ 1,200.00 | \$ 1,169.00          |                     | \$ 3,244.00 |
| Klund, Jeff        | 06/27/22  | \$ 1,500.00 | \$ 2,400.00 | \$ 2,000.00          |                     | \$ 5,900.00 |
| Lewis, Sean        | 03/23/23  | \$ 1,000.00 | \$ 1,400.00 | \$ 1,336.00          |                     | \$ 3,736.00 |
| Long, Adam         | 12/14/22  | \$ -        | \$ -        | \$ -                 |                     | \$ -        |
| Matzker, Phillip   | 03/14/23  | \$ 1,000.00 | \$ 1,400.00 | \$ -                 |                     | \$ 2,400.00 |
| Palermo, Cary      | 06/12/92  | \$ 1,500.00 | \$ 2,400.00 | \$ 2,000.00          |                     | \$ 5,900.00 |
| Railey, Garrett    | 07/23/21  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Reidelberger, Joe  | 03/19/95  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Rosa, Austin       | 04/17/23  | \$ 875.00   | \$ 1,200.00 | \$ 1,169.00          |                     | \$ 3,244.00 |
| Sievers,Robert     | 07/13/20  | \$ -        | \$ -        | \$ -                 |                     | \$ -        |
| Stangler, Nick     | 06/28/22  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |



2023 Year End Payout

| NAME              | HIRE DATE | AAI         | Holiday Pay | Sick Leave Incentive | Sick Leave Buy Back | TOTAL       |
|-------------------|-----------|-------------|-------------|----------------------|---------------------|-------------|
| Stoyanov, Suzette | 03/14/22  | \$ -        | \$ -        | \$ -                 |                     | \$ -        |
| Stuerman, William | 03/15/23  | \$ 1,000.00 | \$ 1,400.00 | \$ 1,336.00          |                     | \$ 3,736.00 |
| Valentine, Don    | 09/11/15  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Viviano, Pete     | 05/05/94  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Washington, Mason | 07/07/06  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Welch, Mat        | 08/03/23  | \$ 375.00   | \$ 800.00   | \$ 501.00            |                     | \$ 1,676.00 |
| Whitener, Matt    | 06/26/18  | \$ 1,500.00 | \$ 2,400.00 | \$ -                 |                     | \$ 3,900.00 |
| Williams, Blake   | 10/24/23  | \$ 125.00   | \$ 400.00   | \$ 167.00            |                     | \$ 692.00   |

**Total**                                    **\$ 43,875.00**    **\$ 69,600.00**    **\$ 21,269.00**    **\$ -**                                    **\$ 134,744.00**



**Cancer Award Coverage**  
**2024 Invoice**

**Member:**

Robertson Fire Protection District  
12641 Missouri Bottom Road  
Hazelwood, MO 63042

Member ID: 673

| Invoice Number | FDID  | Effective Date | Expiration Date | Invoice Date |
|----------------|-------|----------------|-----------------|--------------|
| 451-24-222     | 09501 | 1/1/2024       | 12/31/2024      | 11/10/2023   |

|                                  | Full Time  | Part Time | Volunteer | Total             |
|----------------------------------|------------|-----------|-----------|-------------------|
| Limit                            | \$300,000  | \$300,000 | \$300,000 |                   |
| Count                            | 30         | 0         | 0         | 30                |
| Full Rate                        | \$236.00   | \$190.00  | \$190.00  | \$7,080.00        |
| Subsidized Rate                  | \$165.00   | \$133.00  | \$133.00  |                   |
| Subtotal                         | \$4,950.00 | \$0.00    | \$0.00    | \$4,950.00        |
| Pro Rata Factor                  |            |           |           | 1                 |
| Prorated Full Rate Contribution  |            |           |           | \$7,080.00        |
| Subsidy                          |            |           |           | \$2,130.00        |
| Prorated Subsidized Contribution |            |           |           | \$4,950.00        |
| Manual Charge                    |            |           |           | \$0.00            |
| <b>Total Contribution</b>        |            |           |           | <b>\$4,950.00</b> |

*OTK*

To effect coverage, please issue payment for the total contribution due. This invoice itself does not bind coverage. Members must adopt the Resolution and sign the Pool Agreement to join the Pool. Payment must be received prior to inception of coverage.

**Please remit to:** Missouri Fire Fighters Critical Illness Pool  
c/o McGriff Insurance Services, LLC  
PO Box 1539  
Portland, OR 97207



6437 Manchester Avenue, St. Louis, MO 63139  
 PHONE: (314) 645-6200 | FAX: (314) 951-7750

| Request No.  | Line No. | Order Type      | Created                | Sales Rep. |
|--------------|----------|-----------------|------------------------|------------|
| FQ2309110007 | 1        | Field Quotation | 09/11/2023 at 11:28 AM | Pete Sahn  |

| Bill To  | Ship To   | Site   |
|--|---|--|
| Robertson Fire Protection District & Fire Station #1<br>12641 Missouri Bottom Rd.<br>Hazelwood, MO 63042 | Robertson Fire Station #2<br>3820 Taussig Rd.<br>Bridgeton MO 63044 | Robertson Fire Station #2<br>3820 Taussig Rd.<br>Bridgeton, MO 63044 |

**Requestor:** Dave Herman      **Phone:** 314-291-6180      **Fax:** 314-291-5484

| Work Performed On: | Model              | ID:              | Version: |
|--------------------|--------------------|------------------|----------|
|                    | Lenel OnGuard 32ES | PJ1003150003-9n1 |          |

**Location:**

**Scope of Work**  
 price at \$1,667.00, replace card readers at Door from engine room to Battalion Chiefs office and at Door on rear of building to Bunk area.

| Qty  | Part Number | Description                                      |
|------|-------------|--|
| 2.00 | Goods       | Reader, HID ProxPro, Proximity Card Reader, Gray |
| 4.00 | Labor       | Service  |

X \_\_\_\_\_  
**Customer Signature**

This report contains information that (a) is or may be LEGALLY PRIVILEGED, CONFIDENTIAL, PROPRIETARY IN NATURE, OR OTHERWISE PROTECTED BY LAW FROM DISCLOSURE, and (b) is intended only for the use of the party(s) named herein. Parties other than the intended recipient are hereby notified that reading, using, copying, or distributing any part of this report is strictly prohibited.

**For Terms And Conditions please refer to URL:**  
[http://www.techelectronics.com/wp-content/uploads/2018/11/field\\_quote\\_terms\\_conditions.pdf](http://www.techelectronics.com/wp-content/uploads/2018/11/field_quote_terms_conditions.pdf)



6437 Manchester Avenue, St. Louis, MO 63139  
 PHONE: (314) 645-6200 | FAX: (314) 951-7750

| Request No.  | Line No. | Order Type      | Created                | Sales Rep. |
|--------------|----------|-----------------|------------------------|------------|
| FQ2309110008 | 1        | Field Quotation | 09/11/2023 at 11:35 AM | Pete Sahn  |

| Bill To  | Ship To   | Site   |
|--|---|--|
| Robertson Fire Protection District & Fire Station #1<br>12641 Missouri Bottom Rd.<br>Hazelwood, MO 63042 | Robertson Fire Protection District & Fire Station #1<br>12641 Missouri Bottom Rd.<br>Hazelwood MO 63042 | Robertson Fire Protection District & Fire Station #1<br>12641 Missouri Bottom Rd.<br>Hazelwood, MO 63042 |

Requestor: Dave Herman      Phone: 314-291-6180      Fax: 314-291-6710

| Work Performed On: | Model              | ID:            | Version: |
|--------------------|--------------------|----------------|----------|
|                    | Lenel OnGuard 32ES | PJ1003150003-9 |          |
| Location:          |                    |                |          |

**Scope of Work**  
 price at \$1,667.00, replace card readers at Door at rear of building from parking lot into engine room and at Door from Firehouse hallway into Boardroom

| Qty  | Part Number | Description                                      |
|------|-------------|--|
| 2.00 | Goods       | Reader, HID ProxPro, Proximity Card Reader, Gray |
| 4.00 | Labor       | Service  |

X \_\_\_\_\_  
 Customer Signature

This report contains information that (a) is or may be LEGALLY PRIVILEGED, CONFIDENTIAL, PROPRIETARY IN NATURE, OR OTHERWISE PROTECTED BY LAW FROM DISCLOSURE, and (b) is intended only for the use of the party(s) named herein. Parties other than the intended recipient are hereby notified that reading, using, copying, or distributing any part of this report is strictly prohibited.

For Terms And Conditions please refer to URL:

[http://www.techelectronics.com/wp-content/uploads/2018/11/field\\_quote\\_terms\\_conditions.pdf](http://www.techelectronics.com/wp-content/uploads/2018/11/field_quote_terms_conditions.pdf)



10411 Clayton Road | Suite 203 | St. Louis MO 63131  
314.692.0200 | 314.692.0204 fax | [www.BackStoppers.org](http://www.BackStoppers.org)



October 31, 2023

Director Jennifer Guyton  
Robertson Fire Protection District  
12641 Missouri Bottom Rd  
Hazelwood, MO 63042-1517

Dear Friends:

On behalf of The BackStoppers, I want to express our sincere appreciation to you for the generous donation of \$350.00 in memory of Cleo Long.

Your contribution has a direct impact on the families of our fallen heroes. Since 1959 The BackStoppers has provided assistance with mortgage payments, health insurance, educational costs, and other needs a family may have. You help us continue our mission of alleviating burdens so these families may continue to pursue their goals.

Thank you again for your generous support of The BackStoppers and the families we serve.

Sincerely,

Chief Ron Battelle  
Executive Director

*The BackStoppers, Inc. is a 501(c)(3) organization, Tax ID 43-6032561. No goods or services are provided in consideration of general donations. Memberships receive complimentary dinner(s) valued at \$65 at the Annual Membership Dinner. See [backstoppers.org](http://backstoppers.org) for number of dinners for each member level. The amount of membership contribution that is deductible for federal income tax purposes is limited to the excess of any money contributed over the fair market value of goods or services provided by The BackStoppers. Please retain for your tax records.*



# Invoice

Pediatric Emergency Standards, Inc.  
11870 W State Road 84 Suite C5  
Davie, FL 33325

| Invoice No: | Date:      | Due Date:  | Terms: |
|-------------|------------|------------|--------|
| Inv-8525    | 11/13/2023 | 12/13/2023 | Net 30 |

|                                    |
|------------------------------------|
| <b>Account Name:</b>               |
| Robertson Fire Protection District |
| <b>Account #:</b>                  |
| 101562                             |

|                     |
|---------------------|
| <b>Customer PO:</b> |
| Annual Subscription |
| <b>Account Rep:</b> |
| Michael Gener       |

|   |
|---|
| <b>Bill To:</b>   |
| 12641 Missouri Bottom Road<br>Hazelwood, Missouri 63042 |

|   |
|---|
| <b>Ship To:</b>   |
| 12641 Missouri Bottom Road<br>Hazelwood, Missouri 63042 |

| Product Code | Product                         | Description  | Qty   | List Price | Sales Price | Total Price |
|--------------|---------------------------------|--|-------|------------|-------------|-------------|
| HMARPC       | Handtevy Mobile- Annual Renewal | Annual access to Handtevy Mobile, Access to Medication Management Software, Unlimited Updates Included, Clinical and Technical support | 1.000 | \$2,241.75 | \$2,241.75  | \$2,241.75  |

**Preferred Payment Method:**  
 Account #: 1234523028  
 ACH Routing #: 267084199  
 WIRE Routing #: 043000096  
 SWIFT Code: PNCCUS33  
 Account Name: Pediatric Emergency Standards, Inc.  
 Bank: PNC Bank  
 Bank Location: Pittsburgh, PA 15219

**Subtotal:** \$2,241.75  
**Tax:** \$0.00  
**Shipping & Handling:** \$0.00  
**Processing Fee:** \$0.00  
**Total:** \$2,241.75



\*\*If a paper check is required, please mail to 11528 W State Rd. 84 #551658, Davie, FL, 33325.\*\*

For questions regarding this invoice please email [Info@Handtevy.com](mailto:Info@Handtevy.com) or call (954) 944-1114 ext. 5001.

**Thank You for Your Business!**

**St. Louis Elite Medical Services "SEMS"**  
**Medical Direction Agreement**

Medical Director- Justin A. Rapoff D.O.

EMS Entity-Sample Agency

This MEDICAL DIRECTOR AGREEMENT ("Agreement") is entered into as of the date of last signature ("Effective Date")

**RECITALS**

WHEREAS, EMS Entity is, among other things, an emergency medical response agency that provides basic life support services and/or advanced life support services to patrons of its community; and

WHEREAS, EMS Entity is responsible for the establishment of a medical control plan approved by the medical director ("Medical Director"); and

WHEREAS, EMS Entity desires to engage Medical Director services herein and to serve as the Medical Director of EMS Entity operations

**Relationship Between EMS Entity and Medical Director**

State Law. Version: 1/29/2020 ( insert name ) Enter RSMO for Medical Directors in State. and Justin Rapoff D.O. have entered into this Agreement pursuant to the requirement of Section 190.103.4 of the Missouri Revised Statutes that EMS maintain an agreement with a medical director to ensure appropriate clinical education and guidance of EMS provision of life support services, and enters this Agreement to enable EMS to comply with Missouri law.

**Medical Director Duties**

**Professional Requirements:** (i) maintain an unrestricted license to practice medicine in the State of Missouri; (ii) maintain all customary and appropriate narcotics and controlled substances numbers and licenses as required by federal, state and local laws and regulations; (iii) be board certified in Emergency Medicine and/or is current in Advanced Cardiac Life Support, Advanced Trauma Life Support, and Pediatric Advanced Life Support.

**Standards:** Physician(S) shall provide Medical Director Services in accordance with: (a) the professional standards then prevailing in the EMS; (b) the then currently accepted

methods and practices (including codes of ethics) of the American Medical Association and the American Board of Emergency Medicine; and (c) applicable regulatory and accreditation standards.

### **Insurance and Indemnification**

During the term of this Agreement, EMS Entity, at its sole cost and expense, agrees to procure and maintain general and professional liability coverage, on an occurrence basis, for losses arising out of the acts or omissions of EMS Entity and Physician serving as Medical Director in the minimum amounts of One Million Dollars (\$1,000,000), per occurrence, Three Million Dollars (\$3,000,000) annual aggregate. EMS Entity shall annually provide Medical Director with a certificate of insurance evidencing such coverage. (unless we cover in house)

Commented [RS1]: Is this something we have or can easily obtain?

Commented [JG2R1]: Yes we already carry this

EMS Entity shall defend, indemnify, and hold the Medical Director and or associated agencies or organizations, harmless from and against all claims; liabilities, losses and expenses, including reasonable costs, collection expenses and attorneys' fees which may arise out of the acts or omissions of EMS, its agents or employees and/or in the performance of Medical Director services by the Physician(S).

### **Term and Termination**

Term. The term of this Agreement shall commence on the Effective Date and, subject to earlier termination as provided herein, continue for three (3) years ("Initial Term"). The parties shall review this Agreement prior to the end of the then-current term and, if mutually agreed upon by the parties, extend the term of the Agreement for an additional period (each a "Renewal Term"). The "Term" of this Agreement shall mean the Initial Term and all Renewal Terms, unless sooner terminated pursuant to this Agreement. All such extensions shall be documented in writing and signed by the parties prior to the expiration of the then current term. In the event the parties fail to appropriately document an extension, and Justin A. Rapoff D.O. continues to provide Medical Director Services hereunder, the Term of this Agreement shall be deemed to be automatically extended on a day to day basis until terminated by either party upon sixty (60) days prior written notice if the termination is without cause, or if the termination is not without cause, then as provided by the applicable termination provision of this Agreement.



**Termination**

Notwithstanding the provisions of the above Subsection, this Agreement may be terminated as follows:

Voluntary and Involuntary Termination. At any time during the Initial Term or any Renewal Term a party may terminate this Agreement upon ten (-10) days prior written notice in the event that another party is in material breach of any provision of this Agreement and fails to cure such breach on or before the expiration of a thirty (30) day written notice and cure period ("Cure Period"). Notwithstanding the foregoing, if the breach is cured within the Cure Period but the breaching party commits the same or a substantially similar breach within a six (6) month period following expiration of the Cure Period, then a non-breaching party may immediately terminate this Agreement without affording any further Cure Period.

Commented [RS3]: Is 10 days enough time to find a replacement?  
Commented [JG4R3]: Yes

Termination Due to Change in Law. In the event that any law or regulation enacted, promulgated or amended after the date of this Agreement, or any interpretation of law or regulation by a court or regulatory authority of competent jurisdiction after the date of this Agreement (collectively "Change in Law") materially affects or materially impacts upon the reasonable expectations of a party under this Agreement, renders any provision of this Agreement illegal or unenforceable, or materially affects the ability of a party to perform its obligations under this Agreement, then that party may request renegotiation of the applicable terms of this Agreement by written notice to the other parties. The parties agree to negotiate in good faith an amendment which preserves the original reasonable expectation of the parties to the extent possible in a manner consistent with the Change in Law. If no such amendment can be agreed upon in the reasonable opinion of a party within sixty (60) days of receipt of such notice, then EMS Entity or Medical Director may terminate this Agreement upon an additional thirty (30) days written notice.

**Miscellaneous.**

Waiver of Breach. The waiver by a party of a breach or violation of any provision of this Agreement shall not operate as, nor be construed to be, a waiver of any subsequent breach of the same or any other provision thereof.

Entire Agreement. This Agreement, together with its Attachments, supersedes all previous agreements between the parties relating to the subject matter of this Agreement and constitutes the entire understanding between the parties relating to the subject matter of this Agreement. No amendments or variation thereof shall be valid unless evidenced by a writing signed by all parties.

Governing Law. This Agreement shall be governed by and interpreted in accordance with the substantive laws of the State of Missouri, without application of choice of laws rules.

Severability. In the event any provision of this Agreement is invalid or unenforceable, such invalid or unenforceable provision shall not invalidate or affect the other provisions of this Agreement which shall remain in effect and be construed as if such provision were not a part hereof, provided that if the invalidation or unenforceability of such provision shall, in the opinion of a party to the Agreement, have a material effect on such party's rights or obligations under this Agreement, then the Agreement may be terminated by such party upon thirty (30) days prior written notice by such party to the other parties.

Notice. Any notice or communication required or permitted to be given under this Agreement shall be served personally, sent by United States certified mail or sent by email to the following address:

IF to Medical Director                      Justin Rapoff  
646 Crown Pointe Estates Ct  
Wildwood, MO 63021  
jrapoff@yahoo.com

IF to EMS Entity                              (Enter Address)

Any change to the notice address listed above must be given to the other party in the same manner as described in this section. The date of notice shall be the date of delivery if the notice is personally delivered, the date of mailing if the notice is sent by United States certified mail or the date of transmission if the notice is sent by email. Each party agrees to maintain evidence of the respective notice method utilized.

Counterparts, Facsimile, or Electronic Signature. This Agreement may be signed in one or more counterparts including via facsimile or email, or by electronic signature in accordance with Missouri law, all of which shall be considered one and the same agreement, binding on all parties hereto, notwithstanding that both parties are not signatories to the same counterpart. A signed facsimile or photocopy of this Agreement shall be binding on the parties to this Agreement.

**Patient Identifying Information.** All parties to this Agreement shall comply with all applicable state and federal laws and regulations regarding confidentiality of patient records, including but not limited to the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the Privacy and Security Standards (45 C.F.R. Parts 160 and 164) and the Standards for Electronic Transactions (45 C.F.R. Parts 160 and 162) (collectively, the "Standards") promulgated or to be promulgated by the Secretary of Health and Human Services on and after the applicable effective dates specified in the Standards. All medical information and data concerning specific patients, including but not limited to the identity of the patients, derived from the business relationship set forth in this Agreement shall be treated and maintained in a confidential manner by all parties to this Agreement and shall not be released, disclosed, or published to any party other than as required or permitted under applicable laws. All parties agree to the Business Associate Agreement attached to this Agreement as Exhibit E and shall comply with the provisions set forth therein.

**Affirmative Action Statement.** EMS and any covered subcontractors shall abide by the requirements of 29 CFR § 471, Appendix A to Subpart A, 41 CFR § 60-1.4(a), 60-300.S(a) and 60-741.S(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on the race, color, religion, sex, sexual orientation, gender identity, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.

**Section Headings.** The headings of Sections in this Agreement are for reference only and shall not affect the meaning of this Agreement.

**Rights of Parties.** Nothing in this Agreement, whether express or implied, is intended to confer any rights or remedies on any persons other than the parties to it and their respective successors and permitted assigns, nor is anything in this Agreement intended to relieve or discharge the obligation or liability of any third persons to any party to this Agreement or to give any third persons any right of subrogation or action against any party to this Agreement.

**Attorneys' Fees.** In the event legal action is instituted to enforce this Agreement or any part hereof, the prevailing party shall be entitled to reasonable attorneys' fees and actual costs incurred in connection with such action.

IN WITNESS WHEREOF, each person signing below represents and warrants that he or she is fully authorized to sign and deliver this Agreement in the capacity set forth beneath his or her signature and the parties hereto have signed this Agreement as of the date and year written below.

Medical Director

By \_\_\_\_\_

Name: Justin A Rapoff D.O.

Title: Physician

Address: 646 Crown Pointe Estates Ct

Wildwood MO 63021

Email: [jrapoff@yahoo.com](mailto:jrapoff@yahoo.com)

Date: \_\_\_\_\_

EMS Entity:

By \_\_\_\_\_

Name

Title:

Address:

Email

Date: \_\_\_\_\_

**EXHIBIT A**

DESIGNATED ~~PHYSICIAN~~ The following Physician shall provide the services under this Agreement unless and until substituted pursuant to the provisions the Agreement:  
Justin A. Rapoff D.O.

Commented [R55]: This might address the "Physician" issue above, but it's still a bit sloppy.

Commented [JG6R5]: Again, add the (s)

## **EXHIBIT B**

### **SCOPE OF MEDICAL DIRECTOR SERVICES**

**Commented [RS7]:** Are these sufficient?

**Commented [JG8R7]:** Yes, these are appropriate

The Medical Director, in cooperation with EMS administration, shall perform the following duties:

1. Develop, implement and annually review:

- (a) Medical and treatment protocols for medical, trauma and pediatric patients;
- (b) Triage protocols;
- (c) Protocols for do-not-resuscitate requests;
- (d) Air ambulance utilization; and
- (e) Medications and medical equipment to be utilized.

2. Ensure that all licensed service personnel meet the educational skills competencies required for their level of license and patient care environment. The Medical Director shall have authority to require additional education and training for any licensed service personnel who fail to meet this requirement, and limit the patient care activities of those who deviate from established standards.

3. Develop and implement a quality assurance and improvement program that includes at least an annual review of the following:

- (a) Prolonged emergency medical response agency response times;
- (b) Incomplete run documentation;
- (c) Compliance with adult and pediatric triage, treatment protocols (or sample thereof);
- (d) Skills performance (or sample thereof); and
- (e) Any other activities that EMS administration or the Medical Director deems necessary.

4. Perform any other Medical Director duties as reasonably requested by EMS and agreed to by the Medical Director.

**EXHIBIT C**

**GRIEVANCE PROCEDURES**

As required by Section 190.103.4 of the Missouri Revised Statutes there is established herein a grievance procedure between EMS Entity and the Medical Director as follows:

In the event there is a grievance filed either by EMS (or any of its personnel) or by the the Medical Director, arising out of the services, duties and responsibilities encompassed in this Agreement, said grievance shall be filed with a three (3) person dispute resolution panel ("Dispute Resolution Panel"), with one person appointed by EMS, one person appointed by Medical Director, and one person mutually agreed upon, and appointed by, the other two Dispute Resolution Panel members. The Dispute Resolution Panel shall provide a copy of a grievance to the person or persons against whom any grievance is filed within forty-eight (-48) hours of receipt of the grievance.

Upon the filing of a written grievance with either EMS or St. Louis Elite Medical Services (SEMS) and GROUP, the party receiving the grievance shall schedule, within ten (-10) working days of receipt of the grievance, a hearing, at a mutually agreeable location, with the Dispute Resolution Panel in which the complainant(s) and the respondent(s) to the grievance shall each have an opportunity to present evidence to the Dispute Resolution Panel regarding his/her or its grievance or response.

The Dispute Resolution Panel shall resolve all grievances within sixty (60) days of receipt of a grievance. The Dispute Resolution Panel shall retain final authority for all non-clinical decisions but shall retain a duly qualified physician, agreed upon by the EMS entity and Medical Director, to render a final decision regarding any clinical issue in dispute between the Medical Director and EMS. The Decisions of the Dispute Resolution Panel and any duly qualified physician shall be in writing and final, and shall take into consideration the authority granted to SEMS and Medical Director under Missouri law.

Commented [RS9]: Neither of these terms is defined. Are you comfortable with that?  
Commented [JG10R9]: Group

**EXHIBIT D**

**BUSINESS ASSOCIATE AGREEMENT**

THIS BUSINESS ASSOCIATE AGREEMENT ("BAA"), effective as of the Effective Date, is entered into by and between the party identified as "COVERED ENTITY" and the party identified as "Medical Director" below:

Covered Entity: Sample Agency

Medical Director: Justin A Rapoff D.O.

MEDICAL DIRECTOR and COVERED ENTITY SEMS have entered into a separate agreement (the "Underlying Agreement") whereby, among other activities, BUSINESS ASSOCIATE uses and/or discloses protected health information in the performance of services for COVERED ENTITY. The parties are committed to complying with the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), the Health Information Technology for Economic and Clinical Health Act ("HITE CH"), and the rules and regulations promulgated thereunder, as amended. In furtherance of the foregoing, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

**1. Definitions.**

1.1. "HIPAA Rules" means the Privacy, Security, Breach Notification, and Enforcement Rules at 45 CFR Part 160 and Part 164, as amended. A reference in this BAA to a section in the HIPAA Rules means the section as in effect or as amended.

1.2. The following terms as used in this BAA shall have the meaning ascribed to them in the HIPAA Rules: breach, data aggregation, designated record set, disclosure, electronic media, health care operations, individual, minimum necessary, notice of privacy practices, protected health information ("PHI"), required by law, Secretary, security incident, subcontractor, unsecured protected health information, use, and workforce.



## 2. Obligations and Activities of MEDICAL DIRECTOR

MEDICAL DIRECTOR agrees to:

2.1. Not use or disclose PHI other than as permitted or required by this BAA or as required by law;

2.2. Use appropriate safeguards, and comply with Subpart C of 45 CFR Part 164 with respect to electronic PHI, to prevent use or disclosure of PHI other than as provided for by this BAA; Report to COVERED ENTITY any use or disclosure of PHI not provided for by this BAA of which it becomes aware, including breaches of unsecured PHI and any security incident of which it becomes aware. Such report shall be made no later than five (5) days after MEDICAL DIRECTOR, its workforce or any subcontractor discovers such unintended use or disclosure. Such report shall be provided to COVERED ENTITY 's designated Privacy Officer using the Notice address set forth in the Agreement.

2.3. Ensure that any subcontractors that create, receive, maintain, or transmit PHI on behalf of MEDICAL DIRECTOR agree to the same restrictions, conditions, and requirements that apply to MEDICAL DIRECTOR with respect to such information;

2.4. Provide access, at the request of COVERED ENTITY, and in a time and manner mutually agreed upon by Medical Director and COVERED ENTITY, to PHI in a Designated Record Set, to the COVERED ENTITY or, as directed by the COVERED ENTITY, to an Individual in order to meet the requirements under 45 C.F.R. Section 164.524;

2.5. Make any amendment(s) to PHI in a Designated Record Set as directed or agreed to by COVERED ENTITY pursuant to 45 C.F.R. Section 164.526, or take other measures necessary to satisfy COVERED ENTITY's obligations under 45 C.F.R. Section 164.526, in the time and manner mutually agreed upon by MEDICAL DIRECTOR and COVERED ENTITY;

2.6. Maintain and make available the information required to provide an accounting of disclosures to the COVERED ENTITY as necessary to satisfy COVERED ENTITY's obligations under 45 CFR 164.528;

2.7. To the extent MEDICAL DIRECTOR is to carry out one or more of COVERED ENTITY's obligation(s) under Subpart E of 45 CFR Part 164, comply with the requirements of Subpart E that apply to COVERED ENTITY in the performance of such obligation(s); and

2.8. Make its internal practices, books, and records available to the Secretary for purposes of determining compliance with the HIPAA Rules.

### 3. Permitted Uses and Disclosures by MEDICAL DIRECTOR

3.1. MEDICAL DIRECTOR may use and disclose PHI to perform the services set forth in the Underlying Agreement. MEDICAL DIRECTOR shall not use or disclose PHI other than as permitted or required by this BAA or as required by law.

3.2. MEDICAL DIRECTOR agrees that when using or disclosing PHI or when requesting PHI, MEDICAL DIRECTOR shall limit PHI to the minimum necessary to accomplish the intended purposes of the use, disclosure or request, consistent with COVERED ENTITY's minimum necessary policies and procedures.

3.3. MEDICAL DIRECTOR may not use or disclose PHI in a manner that would violate Subpart E of 45 CFR Part 164 if done by COVERED ENTITY except for the specific uses and disclosures set forth below.

3.4. MEDICAL DIRECTOR may use PHI for the proper management and administration of MEDICAL DIRECTOR or to carry out the legal responsibilities of MEDICAL DIRECTOR.

3.5. MEDICAL DIRECTOR may disclose PHI for the proper management and administration of MEDICAL DIRECTOR or to carry out the legal responsibilities of MEDICAL DIRECTOR, provided the disclosures are required by law, or MEDICAL DIRECTOR obtains reasonable assurances from the person to whom the information is disclosed that the information will remain confidential and used or further disclosed only as required by law or for the purposes for which it was disclosed to the person, and the person notifies MEDICAL DIRECTOR of any instances of which it is aware in which the confidentiality of the information has been breached.

3.6. MEDICAL DIRECTOR may provide data aggregation services relating to the health care operations of the COVERED ENTITY.

### 4. Provisions for COVERED ENTITY to Inform MEDICAL DIRECTOR of Privacy Practices and Restrictions.

4.1. COVERED ENTITY shall notify MEDICAL DIRECTOR of any\_ limitation(s) in the notice of privacy practices of COVERED ENTITY under 45 CFR 164.520, to the extent that such limitation may affect MEDICAL DIRECTOR'S use or disclosure of PHI.

4.2. COVERED ENTITY shall notify MEDICAL DIRECTOR of any changes in, or revocation of, the permission by an individual to use or disclose his or her PHI, to

the extent that such changes may affect MEDICAL DIRECTOR's use or disclosure of PHI.

4.3. COVERED ENTITY shall notify MEDICAL DIRECTOR of any restriction on the use or disclosure of PHI that COVERED ENTITY has agreed to or is required to abide by under 45 CFR 164.522, to the extent that such restriction may affect MEDICAL director's use or disclosure of PHI.

## 5. Term and Termination.

5.1. Term. The term of this BAA shall commence as of the Effective Date first stated above, and shall continue in full force and effect until the Underlying Agreement between MEDICAL DIRECTOR and COVERED ENTITY terminates or expires, unless sooner terminated as provided herein.

5.2. Termination for Cause. MEDICAL DIRECTOR authorizes termination of this BAA by COVERED ENTITY, if COVERED ENTITY determines MEDICAL DIRECTOR has violated a material term of this BAA and MEDICAL DIRECTOR has not cured the breach or ended the violation within the time specified by COVERED ENTITY.

5.3. Obligations of MEDICAL DIRECTOR Upon Termination, Upon termination of this BAA for any reason, MEDICAL DIRECTOR, with respect to PHI received from COVERED ENTITY, or created, maintained, or received by MEDICAL DIRECTOR on behalf of COVERED ENTITY, shall:

5.3.1. Retain only that PHI which is necessary for MEDICAL DIRECTOR to continue its proper management and administration or to carry out its legal responsibilities;

5.3.2. Return to COVERED ENTITY or destroy the remaining PHI that MEDICAL DIRECTOR still maintains in any form;

5.3.3. Continue to use appropriate safeguards and comply with Subpart C of 45 CFR Part 164 with respect to electronic PHI to prevent use or disclosure of the PHI, other than as provided for in this Section, for as long as MEDICAL DIRECTOR retains the PHI;

5.3.4. Not use or disclose the PHI retained by MEDICAL DIRECTOR other than for the purposes for which such protected health information was retained and subject to the same conditions set out at Section 3(D)-Section 3(F) of this BAA which applied prior to termination; and

5.3.5. Return to COVERED ENTITY or destroy the PHI retained by MEDICAL DIRECTOR when it is no longer needed by MEDICAL

DIRECTOR for its proper management and administration or to carry out its legal responsibilities.

5.4. Survival. The obligations of MEDICAL DIRECTOR under this Section shall survive the termination of this Agreement.

## 6. Miscellaneous

6.1. Regulatory References. A reference in this BAA to a section in the HIPAA Rules means the section as in effect or as amended.

6.2. Amendment. The Parties agree to take such action as is necessary to amend this BAA from time to time as is necessary for compliance with the requirements of the HIPAA Rules and any other applicable law.

6.3. Interpretation. Any ambiguity in this BAA shall be interpreted to permit compliance with the HIPAA Rules.

6.4. This BAA sets forth the entire agreement of COVERED ENTITY and MEDICAL DIRECTOR and supersedes all prior and contemporaneous negotiations, understandings and agreements, written or oral, concerning the subject matter hereof. Without limiting the foregoing, this BAA expressly amends, replaces and supersedes any prior MEDICAL DIRECTOR Agreements in effect between COVERED ENTITY and MEDICAL DIRECTOR.

6.5. The parties acknowledge that the Underlying Agreement was fully negotiated between the parties. Notwithstanding anything to the contrary contained in this BAA, the Underlying Agreement is not superseded by this BAA and any and all limitations of liability negotiated and contained in the Underlying Agreement shall govern the parties' liability in connection with this BAA.

6.6. This BAA and any amendment hereto or waiver hereof may be signed in counterparts, each of which shall constitute an original and all of which together shall constitute one and the same instrument. Any signature may be delivered by facsimile, which shall have the same effect as an original signature.

#### **IV. FINANCIAL PLAN**

Attached we have provided the following financial information:  
St. Louis Elite Medical Services Financial Plan