

Tri-City Ambulance Board of Directors
Minutes of the Regular Meeting
Friday, March 10, 2023
Geneva Fire Department Headquarters
200 Eastside Drive
8:30 AM

Present: Mayor Schielke, Batavia; Ald. Bob Swanson, Geneva; Ald. Dean Kilburg, Geneva; Ald. Ronald Silkaitis, St. Charles; Mr. Gene Olmstead, Batavia FPD

Absent: Ald. David Pietryla, St. Charles; Ald. Alan Wolff, Batavia

Also Present: Fire Chief Scott Swanson, St. Charles; Fire Chief Craig Hanson, Batavia; Fire Chief Michael Antenore, Geneva; Trent Moser; Steve Rehak; Greg Johnson; Sara Macaluso; Andrew Shad; Carole Murphy, Recording Secretary

1. Call to Order

Chairman Schielke called the meeting of the Tri-City Ambulance Board of Directors to order at 8:30 AM.

2. Roll Call

Roll was called with five members present.

3. Public Forum

No comment

4. Review/Approve Minutes

a. December 9, 2022 Regular Meeting Minutes

A motion was made by Ald. Silkaitis and seconded by Ald. Kilburg to approve the minutes of the December 9, 2022 TCA meeting as presented.

The motion was passed by a unanimous voice vote of those members present.

5. Administrators Report

a. Reports of Service calendar Year 2022

Mr. Moser reviewed the call volume being slightly up as compared to 2021. As discussed at the prior meeting, the behavioral calls seemed to have been on an incline. The chart shows that over the last 3 years they have actually remained the same with a very slight difference.

Ald. Silkaitis asked for the definition of mental health. Mr. Moser explained it could be alcohol induced or a true psychiatric patient, a juvenile having a bad day with mom and dad. They are all put into the same bracket.

Mayor Schielke added a contributing factor is the increase in senior citizen centers in the area.

b. Receipts and Disbursement Report Presentation

Mr. Moser presented the expenditure report and the expenditure budget stating it is in line with anticipated expenses with just a couple minor exceptions due to the increase of the cost of fuel. Mr. Moser explained if there were any questions, Chief Swanson will be able to assist as Trent was not in his position at that time.

c. Status on New Medic 51 Purchase

Mr. Moser said Medic 51 is due sometime in June, possibly July.

d. Status if New Medic 152 & 251 Order

Mr. Moser explained that he and Chief Swanson signed the agreement to purchase both ambulances on January 31, 2023. We are hoping it won't take as long as 2 years as originally stated, but closer to a year and a half.

Chief Swanson explained this will keep us in line with 1 ambulance per year.

e. Status of Contract Paramedics

Mr. Moser said there currently 29 active paramedics of 32. There are 2 paramedics that are out on illness. That brings us to being short 1 out of 32 medics. PSI is actively looking to fill the open position.

6. Expenditure Approval

A motion was made by Alderman Swanson and seconded by Ald. Kilburg to approve the expenditures for the period of December 1, 2022 thru February 28, 2023 as presented in the expenditure packet.

The motion was passed by a unanimous voice vote of those members present.

7. Old Business

a. Status of Collection Services

Mr. Moser explained that he and Chief Swanson had a meeting with the collection on Wednesday of this past week. Chief Swanson noted there are a lot of handicaps with collection services due to the State of Illinois. The collection rate is now hovering between 10 and 12 percent of what goes to collections. The concern is they don't write anything off of collections which showed a large outstanding balance. After 7 years it becomes uncollectable. We will be working with the collection agency as well as the Finance Department to get that number brought down to a realistic level. Expectations were given to the agency and they will be watched. The recommendation is to remain with the same company for the next fiscal year monitoring them closely, but also looking at what collections rates and costs are of other agencies. Possibly within the next year before the fiscal year 25 starts, go out to bid for another service. They are a good service, but there may be better options.

Trent Moser stated the number they showed them was very high and then cannot collect on anything after 7 years.

The agency will put people on a payment plan, they currently do not have the right to work on a settlement agreement. That may be something the Board could talk about at a future meeting.

Ald. Kilburg asked what the percentage is on recovered funds. Chief Swanson said it's a flat 10% if they collect within the first 10 days to 2 weeks and 30% after that of what is collected.

Trent also added that the agency cannot collect anything under \$499.00 under a new Illinois State law that went in effect.

Ald. Silkaitis asked if someone doesn't pay their invoice and they need another ambulance, if we are obligated to assist them and it would be a continuous loop. Mr. Moser confirmed that is correct.

b. Status of CAAS Accreditation Status

Mr. Moser stated he has been in contact with the CAAS. They are asking for Mr. Moser to expand on certain points. He is looking to bring them in for a site visit on April 20th and 21st.

8. New Business

a. Recommendation for Approval of Tri-City Ambulance Budget for Fiscal Year 2023/2024, (Resolution 2023-01)

Chief Swanson said everything is pretty much in line with past years including some revenue increases projected based on the past year and a half. There is a potential we will need \$356,500.00 from reserves which is less than 20% of the reserves.

Ald. Silkaitis asked what the reserved amount is. Chief Swanson said he believes that is about 1.8 million. There needs to be 3 months of all operating expenses in reserves at all times.

Ald. Kilburg asked how that relates in days or months to recover 3 months of reserves? Chief Swanson said reserves would be approximately 5 additional months of operations beyond that 3 months.

A portion of the reserves are being allocated for the purchase of the 2nd ambulance. That should not need to be used as it will be another 18 months to 2 years from now and will be part of the 1 ambulance that is funded every year and will fall back into the operating budget.

A motion was made to approve the ambulance budget for fiscal year 2023-2024 by Ald. Silkaitis and seconded by Ald. Kilburg.

The motion was passed by a unanimous voice vote of those members present.

b. Recommendation to Approve a Resolution Authorizing the Third Amendment of the Contract with PSI, (Resolution 2023-02)

Mr. Moser revisited a prior discussion regarding a 1-year extension on to the contract with Paramedic Services of Illinois. The proposed cost is \$3,794,160.00. Chief Swanson added they have agreed to a 3% increase for 1 year.

Mr. Olmstead asked what percentage would that actually equate to when it is figured in what was already given 6 months ago? Chief Swanson said it's 3% over last year, but last year would have been a 15% and a 5% increase in the previous 2 years. Over 3 years that would be 23%.

A motion was made to approve the third amendment of the contract with PSI by Ald. Silkaitis and seconded by Ald. Swanson.

The motion was passed by a unanimous voice vote of those members present.

9. Other Business

None

10. Executive Session – N/A

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

11. Adjournment

With no further business, Mayor Schielke called for a motion to adjourn the meeting. A motion was made by Ald. Silkaitis and seconded by (inaudible) to adjourn the Regular Meeting of the Tri City Ambulance Board. The motion was passed by unanimous voice vote of those members present. The meeting adjourned at 8:57 A.M.

Respectfully submitted,
Carole Murphy, Recording Secretary