

**Tri-City Ambulance Board of Directors**  
**Minutes of the Regular Meeting**  
**Friday, March 12, 2021**  
**Geneva Fire Department Headquarters**  
**200 Eastside Drive**  
**8:30 AM**

**Present:** Mayor Schielke, Batavia; Ald. Bob Swanson, Geneva; Mr. Gene Olmstead, Batavia FPD; Ald. David Pietryla, St. Charles; Fire Chief Scott Swanson, St. Charles; Fire Chief Randy Deicke, Batavia; Fire Chief Michael Antenore, Geneva

**Absent:** Mayor Rogina, St. Charles, Ald. Jeanne McGowan, Geneva; Ald. Alan Wolff, Batavia

**Also Present:** Stephanie Hanson, TCA Administrator; Trent Moser, PSI; Carole Murphy, Recording Secretary

**1. Call to Order**

Chairman Schielke called a regular meeting of the Tri-City Ambulance Board of Directors to order at 8:39 AM.

**2. Roll Call**

Roll was called with four members and 3 alternates present.

**3. Public Forum**

N/A

**4. Minutes of the December 11, 2020 Regular Meeting**

A motion was made by Ald. Swanson and seconded by Chief Antenore to approve the minutes of the December 11, 2020 regular meeting.

With no further comments, the motion passed by unanimous voice vote of those members present.

**5. Administrators Report**

**a. Receipts and Disbursements Report Presentation**

The report was distributed and reviewed by Stephanie Hanson. We are in the last quarter of the fiscal year, looking at commodities, 57% of that budget has been spent which comes to \$77,378.00. The reduced spending is due to not attending any conferences or outside training. Contractual expenses are at 81%. Medicare & Medicaid/bad debt are at 92% of the budget. Capitol expenses are at 97% because of the ambulance and Stryker cot with power load system purchases. Overall, we are 85% through the budget at \$6.2 million.

With no questions from the Board, the report was accepted and placed on file.

**b. Reports of Service January – December 2020**

The report was distributed and reviewed stating the total ambulance responses are up by 3.6% as compared to last year. However, some of those numbers are due to reporting when an ambulance has been cancelled and is included in the data. Total transports as compared to 2019 are down 6%. Many departments have seen the decline throughout 2020 due to the pandemic with refusals up over 30%. Medic 252 was in and out of service throughout the year. Due to the pandemic, it was not in service consistently, but has still contributed to keeping response times down. 2021 will gather true data to see how it will actually be working for us. Discussion regarding call volume and transport trends are slowly reversing continued.

**6. Expenditure Approval**

Ms. Hanson presented the expenditure list.

A motion was made by Mr. Olmstead and seconded by Ald. Pietryla to approve the expenditure list as presented.

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

**7. Old Business**

**a. Discussion on Ambulance Fees**

Ms. Hanson explained ambulance fees are reviewed annually to determine fee structure. We had in the past compared Tri-City with the Naperville ambulance fee study.

The direction of the Board has been to maintain an 80<sup>th</sup> percentile fee structure as compared to that study. Ms. Hanson went on to explain the cost analysis report by direct of the St. Charles Finance Department. She went on to say that Tri City Ambulance runs very efficiently and costs are kept down. The current fee structure as compared to the average cost per the report is significantly higher. Ms. Hanson recommends not increasing fees at this time. TCA has received a substantial amount from our participation with the Illinois GMT which has helped this current year with transport volume being down. Continued participation with Illinois GMT will continue to be beneficial.

Ald. Pietryla asked about the bill that was just passed on congress, if we would receive any support from that bill. Ms. Hanson hasn't looked into that bill, but explained we had received support from the CARES Act through the Federal Government.

Discussion continued regarding reimbursement through the new bill.

**8. New Business**

**a. Proposed FY 21/22 Budget**

A copy of the proposed budget has been included in the meeting packet to the Board. There is an increase of 3%, which is based on the Boards direction to not exceed that amount. Included is new software for ESO that is part of the patient care reporting system currently being used. She went on to explain the benefits of the new software. The next line is a substantial increase to the governmental fees

and taxes. This is for participation in the Illinois GEMT program, much like Medicaid being a joint program with the State and the Federal Government. Further explanation was continued.

The contractual section shows a 5% increase as compared to last year to accommodate the Tri-Com increase, explaining the percentage of usage and fees. The increase also accommodates Star-Com usage and the air fees associated with it.

Also included is increasing the contract for PSI. In the current contract, it would incur a 1% increase to the overall cost of the contract. Discussion would include an additional 4% increase that will go to the paramedic's salary.

Miscellaneous expenses include adjustments to accommodate Medicare and Medicaid write off increases.

The capitol section includes a replacement ambulance for Batavia. Additional adjustments were made for the power cot and the load system going into a separate account.

**b. Discussion and Motion to Approve FY 21/22 (Resolution 2021-01)**

Mayor Schielke asked the Board if they had any questions pertaining to the above presentation in agenda item 8a.

Mr. Olmstead asked if the additional money slotted for PSI will be given to the paramedics only with no administrative increases included. Ms. Hanson said that money will go directly to the paramedics only.

Ald. Swanson clarified the write offs are going up by 10% and is that a comfortable number. Ms. Hanson explained the current fiscal year appears to be balancing out where as previous fiscal years would be in the negative.

Ald. Swanson also asked about the spend-down from reserve. There was a significant spend-down that could have been done for years and only spending down \$314,000.00. Ald. Swanson asked if it should be considered increasing that amount. Ms. Hanson would like to leave that amount the same saying there was a significant spend-down to get the reserves down. And not increasing ambulance fees, would prefer to keep the reserve at this time until more revenue is coming in. A motion was made by Ald. Swanson and seconded by Mr. Olmstead to approve The Fiscal Year 21/22 Budget as presented.

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

**c. Proposed Monetary Increase to PSI Service Contract**  
(Agenda Item 8d included)

As discussed at the last meeting, Ms. Hanson reviewed the need to increase the amount of money that is going to the contract paramedics. This last year, the pandemic has significantly impacted the number of personnel and finding qualified people difficult. To be able to attract and maintain qualified paramedics, it would be beneficial to increase their salary. In this first year, giving them each an additional \$2500.00 to be added is a step in the right direction. Also, the stipulation of by 2024 the minimum wage needs to come up to \$15.00 per hour. This would be taking steps in that direction rather than coming to the Board and needing a significant increase to that contract. Looking at the budget and looking

at the revenue and looking to try to remain competitive to new paramedics. This is also to show appreciation for the paramedics that currently work for us as we presently have an exceptional workforce now.

A motion was made by Ald. Pietryla and seconded by Mr. Olmstead to approve increasing the contract with PSI for 21/22 fiscal year to \$2,846,428.00.

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

**d. Discussion and Motion to Approve Monetary Increase to PSI Service Contract, (Resolution 2021-02)**

Motion included in agenda item 8c

**e. Motion to Approve Annual Renewal of PSI Service Contract, (Resolution 2021-03)**

Ms. Hanson reiterated agenda items 8c and 8d that were just approved. This is the last fiscal year TCA has with this current contract. Next year will enter into a new contact.

A motion was made by Ald. Pietryla and seconded by Mr. Olmstead to approve the renewal of the current PSI contract.

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

**f. Motion to Purchase Replacement Ambulance Medic 52, (Resolution 2021-04)**

Ms. Hanson stated the scheduled ambulance to be replaced is Medic 52 located in Batavia at station 2. She went on to explain the FI50 has served well in the past and like to continue with that model. It is not necessary to go out for bid as the vendor has already been approved. Ms. Hanson would like to purchase a 2022 Ford Fi 50 Horton ambulance. The 2010 Ford F650 which is currently Batavia's Medic 55 will be traded in. A discount will also be given for prepayment. The total cost will be \$240,418.00 for a new replacement ambulance.

Mr. Olmstead asked if there have been any charges regarding automatic sanitation. It was explained that various models of sanitation devices are being looked at and is not included in the quoted cost of the ambulance.

A motion was made by Ald. Pietryla and seconded by Ald. Swanson to approve the purchase of a new replacement ambulance for Batavia.

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

**g. Motion to Purchase Stryker Power Load and Stryker Power Cot for Medic 52, (Resolution 2021-05)**

Ms. Hanson explained as in past practice a new Stryker Power Load and Stryker Cot will go into the new ambulance and would like to continue using the Stryker vendor.

A motion was made by Mr. Olmstead and seconded by Ald. Swanson to approve the purchase of the Stryker Power Load and the Stryker Cot System not to exceed \$31,117.85

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

**9. Other Business**

**a. Letter of Commendation**

Mayor Schielke explained that historically when there has been a change of those that have served on the Board, a proclamation/resolution is passed thanking them for their service. The Mayor went on to say Mayor Rogina, Ald. McGowan and Ald. Turner is leaving or has already left the Board. Mayor Schielke read the proclamation and asked for a motion for approval.

A motion was made by Ald. Swanson and seconded by Mr. Olmstead to accept the proclamation as read by Mayor Schielke.

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

**10. Executive Session**

N/A

**11. Adjournment**

With no further business, Mayor Schielke called for a motion to adjourn the meeting. A motion was made by Ald. Swanson and seconded by Ald. Pietryla 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 10: AM.

Respectfully submitted,  
Carole Murphy, Recording Secretary