

Minutes
Tri-City Ambulance Board of Directors
Regular Meeting
June 10, 2016
Geneva Fire Department Headquarters
200 Eastside Drive
8:30 AM

Present: Ald. Richard Marks, Geneva; Ald. William Turner, St. Charles;
Ald. Alan Wolff, Batavia; Chief Deicke, Batavia;
Mayor Rogina, St. Charles; Mayor Shielke, Batavia

Absent: Ald. Tara Burkhardt, Geneva; Gene Olmstead, Batavia FPD;
Patrick Jaeger, Geneva Township

Also Present: Chief Schelstreet, St. Charles; Mark Einwich, Geneva
Stephanie Hanson, TCA Administrator; Carole Murphy, Recording Secretary

Chairman Schielke called a regular meeting of the Tri-City Ambulance Board of Directors to order at 8:30 AM. Roll was called with five members present.

Minutes of the March 11, 2016 Meeting

A motion was made by Mayor Shielke and seconded by Ald. Marks to approve the minutes of the March 11, 2016 Regular Meeting with the correction of Ald. Alan Wolff represents the City of Batavia. With no further comments, the motion passed by unanimous voice vote of those members present.

Receipts and Disbursement Report Presentation

The report was accepted and placed on file.

Expenditure Approval Listing

Mayor Shielke moved and Ald. Marks seconded to approve the expenditures as presented. The motion passed by unanimous voice vote of those members present.

Reports of Service, through April 2016

Ms. Hanson reported the call volume is up 1% in call volume over last year. However, revenue as of April 30th is up 11.2% from last year. This may be a result of more insured patients verses self-paid patients as well as increased ambulance billing costs as of May 1st. There should be a continued increase in revenue. With no further discussion, the report was placed on file.

Old Business

No Report

- Mayor Rogina introduced Carole Murphy as the new Recording Secretary to the Board.
- Additional information; Deputy Chief Mark Einwich, Geneva stated he will be serving as interim Chief in place of Chief Olson from July 1st through August 8th.

New Business

a. Administrator's Contract

Chief Schelstreet stated that himself; Chief Deicke and Chief Olson met last week to discuss the contract with Ms. Hanson which is an annual requirement of the agreement. An increase in hours is proposed from 1200 hours to 1400 hours with a 2% increase. That would bring the total amount to \$60,396.00 per year with the increase of total number of hours. This is a budgeted expense, with a small inter-fund transfer.

With no further discussion, Mayor Shielke moved to accept and approve the proposed Administrator's Contract as presented by Chief Schelstreet. Alderman Marks seconded. The motion passed by unanimous voice vote of those members present.

b. TCA Audit

Ms. Hanson stated last year's audit through Sikich went well. It is now that time of year, Sikich will again be in St. Charles performing the TCA audit. Letters will be sent through the mail asking for documents.

c. Election of Officers

Officers are set up as one person from each town serving as a representative.

Chairman – Mayor Schiekle, Batavia

Vice Chairman - Ald. Tara Burkhardt, Geneva

Secretary - Ald. William Turner, St. Charles

With no further discussion, Mayor Rogina moved to accept and approve the slate of officers, seconded by Ald. Marks. The motion passed by unanimous voice vote of those members present.

Other Business

a. Accreditation Process

Ms. Hanson stated the application has been submitted. Upon submittal, feedback was received. Ms. Hanson is reviewing the reply. Once the process is complete and resubmission is sent, they will schedule an on-site visit. Once the second submittal is complete, it is approximately six weeks for the on-site visit.

Public Forum

No public comments

- Mayor Shielke inquired about Chief Olson's retirement. Chief Schelstreet suggested a gift from the TCA Board. The board was in agreement.

Executive Session

No Executive Session required

With no further business, Mayor Rogina moved to adjourn the meeting. Ald. Marks seconded. The motion was passed by unanimous voice vote of those members present. The meeting adjourned at 8:46 AM.

Respectfully submitted,
Carole Murphy, Recording Secretary