

**Tri-City Ambulance Board of Directors**  
**Minutes of the Regular Meeting**  
**June 23, 2017**  
**Geneva Fire Department Headquarters**  
**200 Eastside Drive**  
**8:30 AM**

**Present:** Mayor Schielke, Batavia; Mayor Rogina, St. Charles;  
Ald. Tara Burghart, Geneva; Ald. Jeanee McGowan;  
Mr. Gene Olmstead, Batavia FPD

**Absent:** Patrick Jaeger, Geneva Township; Ald. William Turner, St. Charles;  
Ald. Alan Wolff, Batavia;

**Also Present:** Chief Schelstreet, St. Charles Fire Dept.; Chief Antenore, Geneva Fire Dept.;  
Trent Moser, PSI; Stephanie Hanson, TCA Administrator; Mark Koenen, City  
Administrator, St. Charles; Laura Newman; City Administrator, Batavia;  
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.

**Public Forum**

N/A

**Minutes of the March 10, 2017 Regular Meeting**

A motion was made by Mayor Rogina and seconded by Mr. Olmstead to approve the minutes of the March 10, 2017 Regular Meeting. With no further comments, the motion passed by unanimous voice vote of those members present.

**Minutes of the April 7, 2017 Special Meeting**

A motion was made by Mr. Olmstead and seconded by Ald. Burghart to approve the minutes of the April 7, 2017 Special Meeting. 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**

A motion was made by Mr. Olmstead and seconded by Ald. Burghart to approve the expenditures as presented. The motion passed by unanimous voice vote of those members present.

## **Reports of Service through May 2017**

Ms. Hanson reviewed the reports of service through May 2017; there has been a decrease in the number of transports and response as compared to the same time frame in 2016.

Mayor Schielke reviewed the status of senior facilities stating there should be an upcoming increase in patients seen.

With no further discussion, the report was placed on file.

## **Administrator's Report**

### **a. New Ambulance Timeline**

Batavia will be receiving their 2<sup>nd</sup> ambulance to replace M51. It should arrive by early fall of this year. St. Charles will be receiving the next replacement ambulance.

### **b. TCA Audit**

Ms. Hanson stated Sikich has started conducting the audit for the previous fiscal year in June and will continue until August. The final audit with results will be presented in December.

## **Old Business**

### **a. Approval of Intergovernmental Agreement**

Ms. Hanson stated the TriCity Fire Chiefs as well as the City Administrators had met to review the IGA for updates. There has been an extension issued on the current IGA, and coming to an end of that extension.

Ms. Hanson reviewed the IGA with impending changes explaining the changes would be beneficial to all parties involved. Discussion ensued.

After discussion, Chief Schelstreet explained voting is based on call volume. Resulting in additional discussion.

A motion was made by Mayor Rogina and seconded by Ald. Burghart to approve the new language in the IGA and to direct each City to take it to Counsel.

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

### **b. Discussion of Ambulance Fees**

Ms. Hanson reviewed the proposed an annual increase in ambulance fees explaining the need to keep additional funds in reserve for the anticipated increase in services needed due to the influx of elder care homes. With an additional three senior facilities, the population will continue to age resulting in a higher call volume and the need to staff an additional ambulance.

Dialogue continued by all members of the board.

A motion was made to table the discussion to the September meeting by Mayor Rogina and seconded by Mr. Olmstead. The motion passed by unanimous voice vote of those members present.

## **New Business**

### **a. Administrators Contract**

Chief Schelstreet presented the proposed administrators contract for Ms. Hanson. The board agreed they were satisfied with services rendered by Ms. Hanson and recommends the new contact with an extension for 2 years as stated and as ongoing accreditation manager.

A motion was made by Ms. Burghart and seconded by Mayor Schielke to accept the extension of the administrator's contract of 2 years. The motion passed by unanimous voice vote of those members present.

**b. Motion to Approve Purchase of Ferno INX Cot and Fastner**

Ms. Hanson requested approval to purchase an additional Ferno INC Cot and Fastner as was purchased for M52. This item is now offered at a lower cost than it was previously purchased for.

A motion was made by Ald. Burghart and seconded by Mr. Olmstead to approve the purchase of the Ferno INX Cot and fastner. The motion passed by unanimous voice vote of those members present.

**c. Election of Officers**

The new slate of officers is as follows:

|                |                    |
|----------------|--------------------|
| Chairman:      | Mayor Schielke     |
| Vice Chairman: | Ald. Tara Burghart |
| Secretary:     | Ald. Bill Turner   |

A motion was made by Mayor Rogina and seconded by Mr. Olmstead to accept the new slate of officers. The motion passed by unanimous voice vote of those members present.

**Executive Session**

No Executive Session required

With no further business, mayor Schielke moved to adjourn the meeting. Mr. Olmstead seconded. The motion was passed by unanimous voice vote of those members present. The meeting adjourned at 9:26 AM.

Respectfully submitted,  
Carole Murphy, Recording Secretary