

Minutes
Tri-City Ambulance Board of Directors
Regular Meeting
September 11, 2015
Geneva Fire Department Headquarters
200 Eastside Drive
8:30 AM

Present: Ald. Ron Singer, Geneva; Mayor Rogina, St. Charles; Ald. Richard Marks, Geneva; Gene Olmstead, Batavia FPD; Mayor Schielke, Batavia; Ald. Alan Wolff, Batavia

Absent: Ald. William Turner, St. Charles; Geneva Township

Also Present: Chief Schelstreet, St. Charles; Chief Deicke, Batavia; Chief Olson, Geneva; Stephanie Hanson, TCA Administrator; Christopher Minick, City of St. Charles Finance Director; Nonda Anderson, Recording Secretary

Chairman Schielke called a regular meeting of the Tri-City Ambulance Board of Directors to order at 8:35 AM. Roll was called with six members present. The meeting began with a moment of silence in remembrance of 9/11.

Public Forum – No public comments

Minutes of March 13, 2015 Regular Meeting and May 15, 2015 Special Meeting – A motion was made by Mayor Rogina and seconded by Ald. Marks to approve the minutes of the March 13, 2015 Regular Meeting and the May 15, 2015 Special Meeting as presented. 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 – Ald. Marks moved and Ald. Wolff seconded to approve the expenditures as presented. The motion passed by unanimous voice vote of those members present.

Reports of Service through July 31, 2015 – Ms. Hanson reported the calls are up 9.6% from this time last year which results in an increase of revenue. With no further discussion, the report was placed on file.

Administrator's Report – Ms. Hanson reported she will be meeting with Delnor in regard to moving ahead with mobile integrated health initiatives. She said a benchmark schedule has been established for the accreditation process and a policy manual has been developed. Ms. Hanson she is in the process of comparing the manual with CAAS requirements to ensure compliance. She said TCA is on target for the accreditation site visit in June 2016.

Ms. Hanson told the Board that changes in Medicare reimbursement will lead to a decrease to TCA, but should not have much impact as revenues are generally up.

Chief Schelstreet asked for the Board to consider increasing Ms. Hanson's commitment by five hours a week for a period of six months with a not to exceed amount of \$3000. He said due to the accreditation process and mobile integrated health care initiative workload, the additional hours are needed to complete the processes in the established time frame. Ald. Singer asked if this would require a new contract. Chief Schelstreet said he is having the matter reviewed by the attorney. With no further discussion, Ald. Marks moved and Mr. Olmstead seconded to approve an additional five hours per week for approximately six months to the Administrator's contract with a not to exceed amount of \$3000. The motion passed by unanimous voice vote of those members present.

Old Business – No Old Business items

New Business – Chief Schelstreet said that as part of the audit process it was suggested that TCA have a specific financial investment policy rather than being under the umbrella of the City of St. Charles and to have collateral agreements in place. Mr. Minick explained that currently TCA has more bank deposits than what is insured by FDIC and it has been recommended that TCA enter into collateral agreements to protect the funds on hand in the event that the bank holding the deposits defaults. He said this is a best business practice that is common and he said there would no charge to TCA for the service. Ald. Singer asked if there would be a penalty for drawing down the deposits. Mr. Minick replied there would be no penalty. With no further discussion, Ald. Marks moved and Mayor Rogina seconded to approve entering into collateral agreement with BMO Harris Bank as presented. The motion passed by unanimous voice vote of those members present.

A financial investment plan patterned after the City of St. Charles' plan will be drafted and presented at the December Board meeting.

Executive Session – no Executive Session required.

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

Respectfully submitted,
Nonda Anderson, Recording Secretary