

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

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

**Absent:** Patrick Jaeger, Geneva Township; Mayor Rogina, St. Charles

**Also Present:** Chief Schelstreet, St. Charles Fire Dept.; Chief Antenore, Geneva Fire Dept.;  
Stephanie Hanson, TCA Administrator; Chief Randy Deicke; 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 six members present.

**Public Forum**

N/A

**Minutes of the June 23, 2017 Regular Meeting**

A motion was made by Ald. Wolff and seconded by Ald. Turner to approve the minutes of the June 23, 2017 Regular 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 Ald. McGowan and seconded by Ald. Turner to approve the expenditures as presented. The motion passed by unanimous voice vote of those members present.

**Reports of Service through July 2017**

Ms. Hanson reviewed the reports of service through July 2017; there has been an increase in the number of transports and response as compared to the same time frame in 2016, bringing revenue up by 7%.

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

**Administrator's Report**

**a. TCA Audit**

Ms. Hanson reviewed the audit process with Sikich and all is on track and in good standing. The final audit report booklets will be ready for the December meeting.

## **Old Business**

### **a. Discussion of Demand Ambulance**

Ms. Hanson presented a graph chart prepared by the St. Charles GIS Department for the board to review showing multiple ambulances responding and the overlap with all 5 frontline ambulances running at the same time to cover call volume. Chief Schelstreet reviewed the cost of a Demand Staffed Ambulance for 5 days running for 8 hours verses running for 7 days with longer response times. This is currently supplemented with an ALS Engine resulting costs in higher costs.

Statistics are showing the need for this within the next 5 years.

Discussion ensued regarding the impending senior living complexes. "On Demand" was recapped as being based on heavier traffic times of day. The number of units that go in will determine the need for a permanent additional ambulance.

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

Ms. Hanson reviewed the survey results of ambulance fees of surrounding areas. TCA is still the lowest of others compared. Ms. Hanson is recommending for a 2% fee increase to be within 85% of Naperville rates and to stay consistent to plan ahead to staff an On Demand Ambulance.

A decision is looking to be made when the Board is comfortable. Chief Schelstreet suggested revisiting the topic at the December meeting.

Mayor Schielke asked for statistics of a 3% increase.

Ald. Wolff suggested the ease of smaller step increases.

Ald. Turner asked for a 3 year study of increases in fees.

\*Will work with finance to earmark money for an additional ambulance. As of now, TCA reserves are strong.

Discussions continued and will continue at December meeting.

## **New Business**

### **a. Surplus 5 Panasonic Toughbook's**

Ms. Hanson stated with the purchase of new Toughbook's, she would like to sell the previously used, outdated equipment. Any proceeds received would go back into the budget.

A motion was made by Ald. Burghart and seconded by Ald. Wolff to accept the surplus of the previously used Toughbook's. 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 9:03 AM.

Respectfully submitted,  
Carole Murphy, Recording Secretary