

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

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

Absent: Ald. Tara Burghart, Geneva; Patrick Jaeger, Geneva Township;

Also Present: Chief Schelstreet, St. Charles Fire Dept.; Chief Antenore, Geneva Fire Dept.;
Stephanie Hanson, TCA Administrator; Chief Randy Deicke; Trent Moser, PSI;
Jason Askin, Sikich LLC; Carole Murphy, Recording Secretary

1. Call To Order/Roll Call

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.

3. Public Forum

N/A

4. Minutes of the September 8, 2017 Regular Meeting

A motion was made by Ald. Wolff and seconded by Mr. Olmstead to approve the minutes of the September 8, 2017 Regular Meeting. With no further comments, the motion passed by unanimous voice vote of those members present.

5. Receipts and Disbursement Report Presentation

The report was accepted and placed on file.

6. Expenditure Approval Listing

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

7. Reports of Service through October 2017

Ms. Hanson reviewed the reports of service through October 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 4%.

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

8. Administrator's Report

a. Batavia New Ambulance

Ms. Hanson stated Batavia's new ambulance will be in service shortly. Another new ambulance will be put into the next budget. This will replace either M251 or M152. There was a discussion as to what will determine which ambulance will be replaced next.

b. Ballistic Vest Training

Ms. Hanson exhibited the ballistic vests and helmets that were purchased for the medics to use for applicable responses. It was explained the vests are a 3A, which is guaranteed to withstand an AK47 round.

c. Use of iPads

Ms. Hanson reviewed and explained the benefits of how the new iPads will be used in the ambulances.

9. Old Business

a. Discussion of Demand Ambulance

Ms. Hanson presented a spreadsheet showing call volume for the Tri Cities. Call volume together with overlapping calls indicates the benefit for an On Demand Ambulance. To continue the current level service an increase in ambulance fees will be needed. Once the senior facilities are established, the increase in Medicare and Medicaid patients will tip the scale with negative revenue. Discussions followed as to how to increase revenue to cover costs stating a 3% increase will not keep up with rising costs.

The Board will revisit the additional ambulance as well as fees at the next meeting. Mayor Schielke suggested having the next meeting after the primary election and the Board agreed.

A motion was made by Mr. Olmstead and seconded by Ald. Turner to change the next meeting date from March 9, 2018 to March 23, 2018.

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

b. Discussion of Ambulance Fees

Discussions of Ambulance fees were intermixed with discussions of an On Demand Ambulance.

10. New Business

a. Sikich Audit Presentation

Mr. Jason Askin reviewed the audit made by Sikich ending April 3, 2017. Reports were distributed at an earlier date in October. Mr. Askin indicated the report was in good standing with no difficulties or material weaknesses. Deposits and investments are in full compliance and no adjustments are needed.

b. Approval of Capitalization Policy

Ms. Hanson presented working with the Finance Department to put together a capitalization policy and discussed the benefits for this policy.

A motion was made by Ald. McGowan and seconded by Ald. Wolff to accept a Capitalization Policy.

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

c. Preview of the Fiscal Year 2018-19 Budget

Ms. Hanson discussed and reviewed proposed increases of expenditures going into the next budget year. Expenses included new cardiac monitors

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