

**Tri-City Ambulance Board of Directors  
Minutes of the Regular Meeting  
December 9, 2016  
Geneva Fire Department Headquarters  
200 Eastside Drive  
8:30 AM**

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

**Absent:** Patrick Jaeger, Geneva Township

**Also Present:** Chief Schelstreet, St. Charles; Chief Deicke, Batavia, Chief Antenore, Geneva;  
Trent Moser, PSI; 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 8:35 AM. Roll was called with seven members present.

**Public Forum**

No Report

**Minutes of the September 9, 2016 Meeting**

A motion was made by Ald. Marks and seconded by Ald. Wolff to approve the minutes of the September 9, 2016 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 Mayor Schielke, moved by Ald. Wolff seconded by Ald. Marks to approve the expenditures as presented. The motion passed by unanimous voice vote of those members present.

**Reports of Service through October 2016**

Ms. Hanson reviewed the reports of service through October, 2016, reporting call volume is up. With no further discussion, the report was placed on file.

**Administrator's Report**

**a. Accreditation Status**

CAAS was on site for 2 days and was pleased with presented materials. A 3 year accreditation will be recommended. Tri City Ambulance will be 1 of 3 ambulance services in Illinois to be accredited.

**b. Update on Batavia's New Ambulance**

The new ambulance is in production and on schedule to be delivered on in April. Batavia is scheduled for a replacement next year as well, trading in an older vehicle.

## Old Business

No Report

## New Business

### **a. Presentation and Acceptance of Sikich Audit**

Mr. Fred Lantz, CPA of Sikich distributed and reviewed the Annual Financial Report and communicated to the Board the need for improvements with recommendations. Mr. Lantz reviewed the auditor's report, analysis of operations and reviewed the financial statements explaining the primary revenue is derived from ambulance billing.

With no further discussion, Ald. Turner made a motion and seconded by Ald. Marks to accept the audit as presented. The motion passed by a unanimous voice vote of those members present.

### **b. Preliminary FY 17/18 Budget, Informational Only**

Ms. Hanson reported the current budget is on track and is looking to purchase an additional power cot, a battery operated stair chair, as well as helmets and vests for active shooter protection in the 17/18 budget year.

Mr. Olmstead asked what level vests are being considered.

Chief Schelstreet stated there will be a study involving the Police Department and Tri Com to make that determination. There will be a larger spend down for the 17/18 budget.

Ald. Burghart asked why Batavia will receive the next 2 new ambulances. Ms. Hanson explained that is the current rotation for replacement.

### **c. Discussion of Paramedic Contractual Services**

Ms. Hanson explained that past practice was to go to RFP for contractual services, but is not obligated to do so. PSI had participated in the accreditation process and met all requirements with no deficiencies. This said, would like to negotiate a contract with PSI. Mayor Schielke supports this decision. Chief Schelstreet, Chief Deicke and Chief Antenore all agree to keep PSI for paramedic services.

Mayor Rogina asked if there is any obligation to seek another bid. Chief Schelstreet explained there is no obligation and Finance approved the decision.

### **d. Motion to purchase Ferno INX cot**

Ms. Hanson stated in the past Stryker Cots were purchased. The Ferno Cot is now being tested and has outperformed the Stryker Power Cot. Ms. Hanson would like to move forward with the purchase of a Ferno Power Cot.

With no further discussion, Ald. Marks made a motion and seconded by Ald. Turner to accept the purchase of the Ferno Power Cot. The motion passed by a unanimous voice vote of those members present.

### **e. Motion to Surplus Out of Service Cots and Stair Chairs**

Ms. Hanson stated she would like to surplus the out of service cots and stair chairs for scrap value.

Ald. Turner made a motion and seconded by Ald. Marks to surplus the out of service cots and stair chairs for scrap value. The motion passed by a unanimous voice vote of those members present.

**Executive Session**

No Executive Session required

With no further business, Ald. Turner moved to adjourn the meeting. Ald. Marks seconded. The motion was passed by unanimous voice vote of those members present. The meeting adjourned at 9:13 AM.

Respectfully submitted,  
Carole Murphy, Recording Secretary