

Tri-City Ambulance Board of Directors
Minutes of the Regular Meeting
Friday, December 9, 2022
Geneva Fire Department Headquarters
200 Eastside Drive
8:30 AM

Present: Mayor Schielke, Batavia; Ald. Alan Wolff, Batavia; Ald. Bob Swanson, Geneva; Ald. Dean Kilburg, Geneva; Ald. Ronald Silkaitis, St. Charles; Ald. David Pietryla, St. Charles

Absent: Mr. Gene Olmstead, Batavia FPD

Also Present: Fire Chief Scott Swanson, St. Charles; Fire Chief Craig Hanson, Batavia; Fire Chief Michael Antenore, Geneva; Trent Moser; Steve Rehak; Guy Gresser; Ryan Thomas; Josh Henschen; Carole Murphy, Recording Secretary

1. Call to Order

Chairman Schielke called the special meeting of the Tri-City Ambulance Board of Directors to order at 8:30 AM.

2. Roll Call

Roll was called with six members present.

3. Public Forum

No comment

4. Review/Approve Minutes

a. September 12, 2022 Special Meeting Minutes

A motion was made by Ald. Kilburg and seconded by Ald. Silkaitis to approve the minutes of the September 12, 2022 TCA special meeting as presented.

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

5. Administrators Report

a. Reports of Service January thru October 2022

Chief Swanson reviewed the stats on all calls for each ambulance. The report will be updated in January when the full year data is available.

Mayor Schielke stated it's been a very busy year as reflected by the total number of calls.

b. Receipts and Disbursement Report Presentation

Chief Swanson presented the expenditure report and the expenditure budget stating it is in line with anticipated expenses with just a couple minor exceptions due to the increase of the cost of fuel. Chief Swanson explained billing costs, as the write off percentages are about half of what is billed since Medicare and insurance payment limits and patent is not back-billed

Discussion continued regarding fuel and the amount of bad debt being doubled from last year as well as utilizing a collection agency.

A motion was made Ald. Swanson and seconded by Ald. Silkaitis to approve the Receipts and Disbursement Report as presented.

c. Update on New Medic 51 Purchase

Chief Swanson explained new Medic 51 is still in process, the chassis came in just before Halloween, which took 11 months to receive. Hoping for delivery in late April, although it has not gone into production as of yet.

d. TCA Customer Satisfaction Survey

Chief Swanson explained a customer satisfaction survey was sent to people that used TCA services. This is to stay in line with CAAS Accreditation Agency requirements for continued accreditation for Tri-City Ambulance. Currently there is a link and a QR code to access the survey. A second way to access the survey is being looked into as there are many patients do not utilize those forms of access. The survey covers 14 areas of input from all aspects of service.

6. Expenditure Approval

A motion was made by Alderman Swanson and seconded by Ald. Silkaitis to approve the expenditures for the period of September 1, 2022 thru November 30, 2022 as presented in the expenditure packet.

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

7. Old Business

a. Contractual Paramedic Service Status Update

Chief Swanson told the Board the TCA Chiefs met with PSI representatives on November 9, 2022 to discuss issues, concerns and improvements to be addressed before seeking a longer-term contract. Chief Swanson does not recommend going beyond a 1-year contract at this time. Discussions continued about the results of that meeting and the reasons for not looking further than 1-year adding it will also be dependent on rate increases.

Chief Antenore added the original people that started PSI have all retired within that last year and a half. The new staff is running the company differently.

The current extension of the contract ends April 30, 2023.

8. New Business

a. Presentation of Trent Moser for acceptance as TCA Administrator

Chief Swanson stated after 2 rounds of interviews for the TCA Administrator position, the TCA Chiefs recommend Trent Moser to take over the position as of December 19, 2022. Trent comes with an extensive background of EMS, the Tri-City Ambulance contract and was the Senior Coordinator overseeing operations.

A motion was made to approve the hiring of Trent Moser as the TCA Administrator by Ald. Kilburg and seconded by Ald. Swanson.

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

b. Presentation of the FY 21/22 Audit by Sikich

Chief Swanson presented the audit packet to the Board. This was a clean audit as there were no issues found with financials or processes. The audit was reviewed and explained.

Ald. Kilburg asked if this is an addendum to St. Charles audits or a stand alone as it relates to Tri-City Ambulance, and also asked how long the contract is with Sikich.

Chief Swanson answered that St. Charles does the financial portion of the audit. He does not know the length of the contract.

Ald. Kilburg advised it's good to change auditors every 3-4 years.

c. Motion to approve Order of Replacement Ambulance(s) in FY 22/23 for Purchase FY 23/24 and Delivery in FY 24/25. (Resolution 2022-03)

Chief Swanson explained ambulances had a 9-10-month delivery time frame. When the ambulance was purchased on December last year, they quoted a 14-month delivery. Now the latest quote is 2 years from order to receipt of an ambulance. TCA has everything on a rotation schedule, buying an ambulance every year. Being brought to the Board, is the ability to purchase 2 ambulances now in December, which would be the ambulance that would normally come in 2023 and 2024 for the next 2 budget years. They will not be received until 2025. Another advantage of doing this now, is the cost to maintain the current ambulance is going up and the length of time to get parts, as well as the cost of ambulances is increasing dramatically.

The ambulance that was approved last January was \$ 262,000.00. Before Ms. Hanson left, she received a quote for a new ambulance in June, 2022, it was quoted for delivery in 2 years the cost will be \$325,000.00. Between June and November an updated quote was received in the amount of \$340,000.00, going up in price \$15,000.00 within 5 months. By ordering now, we would defer price increases for next year that would occur every 4 to 6 months in price increases. This will also ensure we have the number of ambulances needed once we can get these in to stay in the 5-year rotation.

Mayor Schielke encourages the Board to follow Chief Swanson's recommendation and order the ambulances.

Ald. Wolff asked if the contract included any changes that if it takes more than 2 years there would be an automatic increase in price.

Chief Swanson said it will lock in this price now. There used to be a pre-pay discount and that is no longer offered.

The Board discussed the option of electric ambulances. Ald. Wolff said those require 2 separate systems and explained those systems are almost doubled in cost.

A motion was made to approve the purchase of a new ambulance by Ald. Kilburg and seconded by Ald. Swanson.

Chief Swanson added he is looking for approval for the purchase of 2 ambulances, with the payment being in line with 1 ambulance per year. Reserve funds will be allocated in the interim to cover the second ambulance.

The motion was amended as presented in the packet.
The motion was passed by a unanimous voice vote of those members present.

d. Consideration for contract with AID for behavioral emergency incidents (Resolution 2022-04)

Chief Swanson said this is a continuation with a new annual contract with A.I.D. We have used their services for the last 2 years. There is no price increase and is paid for 4 months at a time.

A motion was made to enter into a 1-year contract for calendar year 2023 with A.I.D. by Ald. Wolff and seconded by Ald. Swanson.

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

e. Discussion of calls for service volume and types of incidents

Chief Hanson said there has been a large increase and multiple calls per day for psychiatric calls. Call volumes have significantly increased for behavioral issues. Ald. Kilburg asked if these calls are not medical issues. Chief Swanson clarified that psychological calls or that classification of calls has gone up. Those calls could also be dispatched as that until the patient can be assessed.

Chief Swanson also explained the police were not able to go to most of those calls under the Safety Act.

f. Preview of Fiscal Year 2023-24 Budget

Chief Swanson presented an overview of the FY 23/24 preliminary budget. A 4% contribution increase is proposed to the communities in TCA for St. Charles, Geneva and Batavia. Chief Swanson explained the spreadsheet in detail including increases.

Ald. Kilburg asked about obtaining services for debt collection. Chief Swanson responded he will discuss collection services with Andres Medical Billing and present to the Board at the March meeting.

The Board would like more information regarding debt collection before deciding and take action at the next meeting.

9. Other Business

None

10. Executive Session – N/A

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

11. Adjournment

With no further business, Mayor Schielke called for a motion to adjourn the meeting.

A motion was made by Ald. Silkaitis and seconded by Ald. Wolff to adjourn the Regular Meeting of the Tri City Ambulance Board.

The motion was passed by unanimous voice vote of those members present.
The meeting adjourned at 9:47 A.M.

Respectfully submitted,
Carole Murphy, Recording Secretary