

**Tri-City Ambulance Board of Directors
Minutes of the Regular Meeting
Friday, December 14, 2018
Geneva Fire Department Headquarters
200 Eastside Drive
8:30 AM**

Present: Mayor Schielke, Batavia; Mayor Rogina, St. Charles;
Ald. William Turner, St. Charles; Ald. Jeanne McGowan; Geneva,
Mr. Gene Olmstead, Batavia FPD; Ald. Alan Wolff, Batavia, (entered meeting at
8:38 am); Ald. Bob Swanson, Geneva

Absent: Patrick Jaeger, Geneva Township;

Also Present: Chief Schelstreet, St. Charles Fire Dept.; Chief Antenore, Geneva Fire Dept.;
Stephanie Hanson, TCA Administrator; Trent Moser, PSI; Pat Manix, Andres
Medical Billing; Jason Askin, Sikich; 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 8:37 AM. Roll was called with seven members present.

3. Public Forum

N/A

4. Minutes of the September 14, 2018 Regular Meeting

A motion was made by Ald. Turner and seconded by Mr. Olmstead to approve the minutes of the September 14, 2018 regular meeting. With no further comments, the motion passed by unanimous voice vote of those members present.

5. Administrators Report

a. Receipts and Disbursement Report Presentation

The report was distributed and reviewed stating the budget with expenses is on target. Ms. Hanson detailed we are half way through our current fiscal year with 23% percent of the budget spent.

- Three Departments have been given an EMS stipend that will go toward the purchase of the cardiac monitors.
- 57% has been spent on contractual expenses; this includes PSI and Tri-Com.
- Misc. expenses include bad debt, Medicare and Medicaid write-offs.

The report was accepted and placed on file.

b. Reports of Service January through October 2018

The report was distributed and reviewed.

Ms. Hanson stated there is a 2% increase due to transport volume earlier in the year. Alderman Turner asked about the response volume for M251. Ms. Hanson stated she will rerun the numbers and will revisit the subject.

There are no problems keeping up with the increase in calls at this point. This will change with the increase of the building of new multi-tenant facilities.

The On Demand Ambulance will be housed in Geneva, but can be staged at various locations based on call volume as necessary.

c. Field Trial of Mechanical CPR Devices

Ms. Hanson explained the purpose of the mechanical CPR devices stating the patient can be moved while chest compressions are being performed efficiently. This will alleviate delay in transport and allow the best outcome for the patient. There are 3 ambulances currently testing the Zoll devices, (one in each city). The Lucas device is the next to be tested. The devices have been budgeted for the next fiscal year.

6. Expenditure Approval Listing

Ms. Hanson presented the expenditure list to the Board.

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

7. Old Business

N/A

8. New Business

a. Sikich Audit Presentation

Ms. Hanson introduced Mr. Jason Askin from Sikich to the Board.

Mr. Askin told the Board the audit process went smoothly and responses to requests were received in a timely manner.

Mr. Askin reviewed the Annual Financial Report with the Board explaining TCA's billable revenue has decreased with call volume being up by 8% yet revenue has declined by 3% over the prior year due to the increase of Medicaid and Medicare paying out decreased funds.

Auditors Communications Report with the Board of Directors was received well and in a timely manner and in good order, and stated there are no new policies and no incorrect statements. Deficiencies from the prior year audit were corrected.

Ald. Turner inquired about bad debts continuing due to Medicaid. Conversations continued affirming this to be true with call volume up while revenue has seen a decrease.

A motion was made by Ald. Swanson to accept the auditor's report as presented and seconded by Ald. Turner.

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

b. Approval of Andres Medical Billing Contract, (resolution 2018-04)

Ms. Hanson reviewed a copy of the current contract explaining the billing and will provide training paramedics and firefighter when requested. This will be a 5 year contract. An RFP is typically sent out after 5 years of contracted service. TCA felt there was no need to that at this time and would like to renew Andres as the service provider for medical billing purposes. An RFP will go out in 5 years from now.

A motion was made by Ald. Turner and seconded by Ald. Wolff to accept the contract agreement with Andres Medical Billing.

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

*Ald. Turner asked questions regarding collection rates. Mr. Manix explained it's based on demographics and area comparison.

c. Approval of PSI Extension, (resolution 2018-05)

Ms. Hanson expressed everyone has been pleased with the services provided of PSI and would like to extend their contract for another year.

A motion was made by Ald. McGowan and seconded by Ald. Turner to extend the contract with PSI for another year.

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

d. Andres Presentation of the Changing in Healthcare Reimbursement

Mr. Manix, the CEO of Andres Medical Billing reviewed a financial overview and practices in medical billing with insurance companies rapidly changing. The most significant change from last year is the percentage of uninsured patients has gone down. But, even with the increase in rates the net billing to providers went down. This is due to an increase in contractual write-downs, (Medicare; public aid), being uncollectable.

The dollars collected per trip has gone down while the gross charges go up.

Mr. Manix went on to explain the costs within insurances with their payouts to include Medicare, Medicaid and HMO's.

There were more questions from the Board with discussions followed as how to implement a new billing policy. Mr. Manix stated random insurance policy parameters causes an escalation in rates based on those policy parameters, causing more pressure to pay on patients out of network.

Mr. Olmstead stated raising rates will not increase revenue.

Mr. Manix explained fee structures based on level of care.

Chief Schelstreet described services that are not billed for, (e.g. lift assists) is in review and will be revisited. Upon the Boards direction, Chief Schelstreet would like to present a proposed policy and fee for consideration at a later date.

Ald. Swanson would like to pursue/implement policy on the above matter within the next year.

Mayor Schielke would like discuss this forthcoming policy at the next meeting.

Mr. Manix reviewed and discussed another form of non-payment from insurance companies, PIR's, (Patient Insurance Reduction), making payment the responsibility of the patient.

Dialogue continued regarding rates and payments.

e. Discussion of Ambulance Fees

f. Preview of Fiscal Year 2019-2020 Budget

*Topics E and F were combined through a Power Point presentation as a 1st look at the Fiscal Year 2019/2020 budget. This presentation was for discussion only.

Previous years meetings from 2007, 2008 and 2009 were revisited and quoted reemphasizing a fee increase to stay within the 80th percentile in ambulance rates and fees, as well as a review of the current IGA. After much review and discussion Ms. Hanson showed the Board the current fee structure is at 60% with the budget largely funded by PPO insurance. Studies show our services are mainly used by protected classes. A change in fee structure will not affect the protected class.

The report has showed the transport numbers are lower while responses are much higher. Chief Schelstreet explained the demand staffed ambulance based on a study of call data. This would make the demand staffed ambulance available Monday through Friday for 10

hours a day for a total of 50 hours a week. The additional ambulance would have the potential of being staffed full time, but not needed at this time. It wouldn't be needed full time for another several years. Chief Schelstreet went on to further to review response times stating they are getting longer.

In 2013 the average response time was 7:22 and in 2017 it increases to 8:44. This is a 9.9 second accumulation in time of response. These times are based on from the time the call is placed to Tri-Com to patient contact. This has also changed how we respond; the primary burden of response is now on the fire trucks verses the ambulance being the primary response.

Mayor Schielke commented that the community is growing, thus making all numbers go up.

Discussions continued and the topic will be revisited at upcoming meetings.

*Mayor Schielke commented he had discovered and is proud of the fact that the State often looks to Tri Cities as a model agency.

g. Discussion of Insurance

Subject tabled

9. Executive Session

A motion was made by Ald. Turner and seconded by Ald. Wolff to adjourn to Executive Session. The motion passed by unanimous voice vote of those members present and the meeting was adjourned at 9:59 AM.

The meeting reconvened at 10:10 AM.

10. Adjournment

With no further business, Mayor Schielke called for a motion to adjourn the meeting. A motion was made by Ald. Turner and seconded by Ald. Wolff. The motion was passed by unanimous voice vote of those members present.

The meeting adjourned at 10:10 AM.

Respectfully submitted,
Carole Murphy, Recording Secretary