

**Minutes**  
**Regular Meeting Board of Directors**  
**Tri-City Ambulance**  
**June 24, 2011**  
**8:30 AM**

Present: Mayor Schielke, Batavia; Ald. Ron Singer, Geneva; Mayor DeWitte, St. Charles; Wendy Lee, Batavia FPD; Ald. Liva, Batavia; Ald. Marks, Geneva

Absent: Ald. Monken, St. Charles; Mark Wissing, Geneva Township

Also Present: Chief Mullen, St. Charles; AC Schelstreet, St. Charles; John Schultz, TCA Administrator; Chief Deicke, Batavia; Chief Olson, Geneva

Chairman Schielke called a regular meeting of the Tri-City Ambulance Board of Directors to order at 8:32 AM.

**Minutes of the March 11, 2011 Meeting**

A motion was made by Mayor DeWitte and seconded by Ald. Marks to accept the minutes of the March 11, 2011 regular meeting as presented. The motion passed by unanimous voice vote of those present.

**Receipts and Disbursement Report Presentation**

Mr. Schultz explained that there was an increase in expense in maintenance due to upfront costs with contracting with Emergency Vehicle Services for maintenance for Batavia and Geneva. He said the costs included initial PM for the vehicles. Mr. Schultz told the group that the contract was the result of a retirement in the Batavia Fire Department, and the service is working well. The report was accepted and placed on file.

**Expenditure Approval Listing**

A motion was made by Ald. Marks and seconded by Ms. Lee to approve the expenditures as presented. The motion was passed by unanimous voice vote of those present.

**Reports of Service through March 2011**

Mr. Schultz noted these reports included calls from Fox River & Countryside. He said for the one month without Fox River there are only 13 less calls from this time last year, which shows an increase of about 10% for the remaining members from 2010.

**Administrator's Report**

Mr. Schultz reported that fiscal year 2010 ended 8% under budget. He said revenue was up more than \$80,000 over the projected revenue, which shows as an increase in the reserve funds.

Mr. Schultz told the Board members that the oxygen cascade project is in progress. He said the systems have been installed, but still waiting for some ancillary equipment. He said training is in progress as well. Mr. Schultz said the other major capital projects for this fiscal year are purchasing laptops for mobile reporting and a new ambulance for St. Charles.

**Old Business**

**Recommendation for Third Party Billing Vendor** – Mr. Schultz reminded the Board of the four vendors who replied to the RFP, including Andres Medical Billing, Ltd, Paramedic Services of Illinois, Inc., Med3000 and Life Quest Services. He said the review committee consisted of Julie Herr, St. Charles Finance Department, Nonda Anderson, and himself. He said the committee narrowed the field to two, Med3000 and Andres, who gave presentations on their product. Mr. Schultz reviewed the pros and cons of each vendor and told the Board that the Committee had chosen Andres who is the current vendor. He explained that they are local, they have a history with Delnor to obtain insurance information, they provide higher than average collection rate, and they have been quick to respond to billing issues. Mr. Schultz said that Andres' proposal also included a decreased percentage, from 6% to 4.5%, over the current contract, which would result in an approximate \$22,000 savings. Ald. Marks asked what the term of the current contract was. Mr. Schultz the current contract was for five years and the new proposal is for three years. Ald. Liva said three years was a good length for the contract in today's economy.

With no further discussion, Ald. Singer made a motion to accept the recommendation of Andres Medical Billing as the third party billing vendor based on the submitted proposal. Ald. Liva seconded. The motion passed by unanimous voice vote of those present.

#### **New Business**

**Election of Officers** – The Board was reminded that Ald. McGuirk who served as Secretary is no longer on the Board. After discussion the slate of officers presented was Mayor Schielke, Chairman; Ald. Singer, Vice-Chairman; Mayor DeWitte, Secretary. Ms. Lee made a motion to approve the slate of officers. Ald. Marks seconded. The motion passed by unanimous voice vote of those present.

**Public Forum** – no public comments.

**Executive Session** – no Executive Session required.

**Other Business** – Mr. Schultz reminded the Board members that this was the last year of the PSI contract and bid information for the next RFP would be presented at the next regular meeting.

Mayor Schielke informed the Board that he had received a letter from Fox River & Countryside Fire/Rescue District asking for an automatic aid agreement with TCA. He said he deferred that decision to the fire chiefs. He said the Chiefs were not interested in the entering into any automatic aid agreements. Ald. Singer asked why. Chief Mullen said an automatic aid agreement would have no advantages for the TCA. He said all three communities participate in MABAS and appear on Fox River's MABAS box alarm cards.

With no further business, a motion was made and seconded to adjourn the meeting. The meeting was adjourned at 8:58 AM.

Respectfully submitted,

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Nonda Anderson, Recording Secretary