

Minutes
Regular Meeting Board of Directors
Tri-City Ambulance
December 9, 2011
8:30 AM

Present: Mayor Schielke, Batavia; Ald. Robert Liva, Batavia; Ald. Ron Singer, Geneva; Ald. Richard Marks, Geneva; Mayor DeWitte, St. Charles; Ald. Jon Monken, St. Charles; Wendy Lee, Batavia FPD; Mark Wissing, Geneva Township (after roll call)

Absent:

Also Present: Chief Mullen, St. Charles; John Schultz, TCA Administrator; Chief Deicke, Batavia; Chief Olson, Geneva, Chief Deicke, Batavia, Brian Townsend, City of St. Charles

Chairman Schielke called a regular meeting of the Tri-City Ambulance Board of Directors to order at 8:37 AM.

Minutes of the September 9, 2011 Meeting

A motion was made by Ald. Marks and seconded by Ald. Liva to accept the minutes of the September 9, 2011 regular meeting as presented. The motion passed by unanimous voice vote of those present.

Receipts and Disbursement Report Presentation

The report was placed on file.

Expenditure Approval Listing

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

Reports of Service through October 2011

Mr. Schultz reported that calls were up 12% from January through April which included the Fox River Fire Rescue District. He said since May 1, the calls have increased 10% over last year with the remaining TCA agencies. With no further discussion, the reports were placed on file.

Administrator's Report

Mr. Schultz reported that he is conferring with the City of St. Charles IS Department in regard to the table computers. He said he will move forward with the purchase as soon as the correct product is identified. Ald. Singer asked if that could be part of the purchase of the new ambulance. Mr. Schultz said the tablets were purchased as part the state contract and they are used for patient care reporting and will transfer from one vehicle to another; they are not the mounted units in each ambulance.

Old Business

Update on RFP process for paramedic services – Mr. Schultz reported that the deadline for return of the RFP packets was December 1. He said three vendors responded; PSI, First Care, and Metro. He said the review committee had an initial meeting and will be discussing in-depth at the next meeting December 28. He said there would be an additional meeting to discuss the financial proposals. Mr. Schultz suggested a special meeting of the Board be scheduled in

January for the Board's decision. He said this would allow the vendor enough time to be ready for May 1.

Update on grant application – Mr. Schultz reminded the members that a grant application was submitted to help cover the costs of replacement monitors. He said there has been no answer yet.

New Business

Budget Update – Current – Mr. Schultz reported that TCA is right on with the budget. He told the Board that the only item over budget is the payment to Andres due to the call increase. He said, however, because we have more calls we are also collecting more.

Preliminary Budget – FY 2012-2013 – Mr. Schultz reported that this budget remains flat on most items. He said there is an increase based on the current CPI of 2.1 for fuel and motor vehicle maintenance. Mr. Schultz advised the members that the cell phone budget will increase due to the data package that is required for reporting. He also told the Board that Contractual, which is he and PSI, shows a 3% increase. He said this number could be adjusted when the new vendor contract is in place. In regard to capital items, Mr. Schultz said the major expense is the replacement of the cardiac monitors as well as the ambulance replacement. He said the ambulance replacement numbers have held steady.

Mr. Schultz said the projected contribution from the agency members would be \$1,564,407. He said the current year included a spend-down and he said there is potential of another in the next fiscal year. Mr. Schultz presented scenarios that showed preliminary budget with a spend-down and without. Mr. Schultz explained that revenue has increased this fiscal year and is 17% over what was projected. He said that leaves a surplus of \$437,990 at this time.

Mr. Schultz suggested a spend-down could help fund the monitor purchase and member contributions.

Mayor Schielke asked about a possible fee increase. Ald. Liva said that the current ambulance survey suggests that TCA is billing at 60% of the area. Mr. Schultz offered a proposed fee increase report based on the Naperville study. He said that TCA is billing at 60% with the exception of non-resident BLS fees. Mayor DeWitte asked how many departments participate in the survey. Mr. Schultz replied this year was 114 in the Chicago area. Mr. Schultz said that 44% of the patients transported are Medicare or Medicaid which pay a flat rate. He presented two charts that show what the fees would be if the Board would desire to collect at the 80th percentile or if there was a flat \$100 increase to all current rates. He said by collecting at the 80th percentile the increase in revenue could be approximately \$249,477 and if a flat \$100 increase the revenue could be approximately \$194,773. He said with the \$100 increase the non-resident fees would be in the 80th percentile. He said if the mileage fee was increased from \$10 to \$15 the increased revenue would be approximately \$27,927. Mayor Schielke asked who in the area was billing at the 80th percentile. Mr. Schultz he did not have that information at this time. Ald. Liva asked which insurers were paying at the 80th percentile level. Mr. Schultz said each insurer was different and pay at different levels. Ald. Liva asked if the bad debt was sold. Mr. Schultz said

they were sold to NCI, TCA's collection agency. Ald. Liva said he felt the increase was a good way to help cover the member agencies' increase. Ald. Marks asked which way, the 80th percentile or the \$100 increase. Ald. Liva said the 80th percentile and increase to \$15 per mile would file the void. Mr. Schultz said the 80th percentile could cover most of the increase in member contribution.

Chief Mullen reminded the Board that the capital purchases proposed in the budget are not usual requests. Mayor DeWitte asked if the monitors would be a 10-year purchase. John replied that it would.

Mayor DeWitte asked if there was a proposed substitute for funding other than using the EAV. Chief Mullen said there was not, but that discussion is between the cities' administrators in their conversation on the intergovernmental agreement. Chief said a switch from the EAV could dramatically change the members' contributions.

The question was asked about the amount of the reserve funds. Chief Mullen responded that there is enough for three months operating costs plus the cost of a replacement.

Mayor DeWitte said he would like to have a review of the rates on the special meeting agenda.

Replacement ambulance – award of bid – Mr. Schultz said the delay in moving forward with the ambulance replacement was due to waiting for the Northwest Municipal Conference bid list to be published. He said this was the bid list that TCA has used in recent years. Mr. Schultz told the members that Foster Coach was awarded the bid and they had furnished quotes for a Ford F650- and a Navistar. He said the Navistar was bid at \$203,075, minus \$4000 trade-in and a discount for prepayment which brings the cost to \$192,857; the Ford bid offered the same discounts and has a cost of \$184,059. He said the replacement schedule for the Navistar would be seven years as opposed to the current five year replacement. Mr. Schultz said the budget amount was \$225,000. Mr. Singer asked which was recommended by staff. Mr. Schultz said the Navistar. Mr. Wissing asked why the trade-in was so low. Chief Mullen said there was no after-market for a used ambulance. Mr. Schultz reminded the Board that in the past vehicles were sold for far less than the trade-in.

Mayor DeWitte made a motion to approve the staff recommendation to purchase the Navistar Medtec Ambulance through the Northwest Municipal Conference bid list. Ald. Monken seconded. The motion passed by unanimous voice vote of those present.

Public Forum – There were no comments offered.

Executive Session – An executive session was not required.

With no further business, Mayor DeWitte motioned to adjourn the meeting. Ald. Liva seconded. The motion was passed by unanimous voice vote of those present.