

Minutes
Regular Meeting Board of Directors
Tri-City Ambulance
March 9, 2012
8:30 AM

Present: Mayor Schielke, Batavia; Ald. Robert Liva, Batavia; Ald. Ron Singer, Geneva; Ald. Jon Monken, St. Charles; Gene Olmstead, Batavia FPD; Mark Wissing, Geneva Township

Absent: Ald. Richard Marks, Geneva; Mayor DeWitte, St. Charles;

Also Present: Chief Mullen, St. Charles; Asst. Chief Joe 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 8:35 AM.

Minutes of the December 9, 2011 Regular Meeting and the February 21, 2012 Special Meeting

A motion was made by Ald. Singer and seconded by Ald. Liva to accept the minutes of the December 9, 2011 regular meeting and February 21, 2012 special 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. Singer and seconded by Mr. Wissing to approve the expenditures as presented. The motion was passed by unanimous voice vote of those present.

Cumulative Reports of Service Year End 2011

Mr. Schultz reported that calls were up 2% in 2011. He said he was anticipating a decrease in service demand without the Fox River & Countryside calls, but overall there was an increase. He said the calls are continuing that pace in 2012. With no further discussion, the reports were placed on file.

Administrator's Report

Mr. Schultz reminded the Board that a grant had been applied for to cover the cost of new cardiac monitors. He said he has not received any response on the grant application either approving or denying. Ald. Singer asked if the money was budgeted for the monitors. Mr. Schultz said the replacement was budgeted as though there would be no grant.

Old Business

Fee Review – Mr. Schultz presented the Board with the findings on citizen assist calls as requested. He reviewed the communities in the area that reported fees on the Naperville Ambulance Survey. He gave an example of a fee schedule and the possible revenue based on the number of citizen assist calls the three communities received in 2011. Ald. Singer asked if the largest source for this type of calls was assisted living facilities. Chief Mullen said generally it is the independent living facilities or those who are living in their own homes. Ald. Liva asked if the call statistics were in the report for 2011. Mr. Schultz said not all because the assist citizen

calls are generally handled by the Fire Department and are not EMS in nature. Chief Olson reported that Geneva had 54 assist citizens calls in 2011 and only had two instances where they responded for the same person more than four times. Discussion continued on how to address the issue and how to collect fees. Mayor Schielke suggested it be left to the discretion of the individual fire departments. Mr. Wissing made a motion that the decision to charge a fee for citizen-assist calls be left to the discretion of the fire chiefs. Mr. Singer said he would prefer more direction from the fire chiefs and he would not be comfortable with a motion at this point. Ald. Liva stated it would be dangerous to charge one person and not another for the same service. Mr. Wissing withdrew his motion. Chief Mullen suggested discussing the subject between the fire chiefs and report back at the next meeting.

New Business

Authorization to enter into an agreement with PSI – Chief Mullen said the City of St. Charles, as lead agency, will be drafting the contract, but approval was needed from the Board to proceed based on the outcome of the RFP process. Ald. Singer made a motion to grant authorization for the City of St. Charles to enter into an agreement with PSI for paramedic services. Mr. Olmstead seconded. The motion passed by unanimous voice vote of those present.

FY 2012-2013 Budget – Mr. Schultz reviewed three budget options with the Board, one with a full spend-down of \$600,000 from reserves, one with a \$500,000 spend-down, another with a spend-down for replacement ambulance and monitors, and one with a spend-down for just the replacement monitors. He explained that the Board has historically left three months of operating costs plus the cost of a replacement ambulance in the reserve. Chief Mullen told the group that a spend-down could be used to offset the agencies' contributions. He cautioned that the amount of the spend-down is not guaranteed from year to year due to fluctuations in revenue. Chief Deicke suggested the budget with the \$500,000 spend-down to leave more in the reserve, but still relieve some burden from the communities. Ald. Singer asked which scenario would bring more savings to the communities. Chief Mullen replied that \$600,000 spend-down would bring the most savings to the each community's contribution, but the amount is not guaranteed beyond the new fiscal year. Chief Mullen explained that the increase to the contributions, after the updated funding formula, was due to the Board's decision to retain five ambulances. Mr. Olmstead made a motion to approve the proposed fiscal year 12/13 budget with the \$500,000 spend-down. Ald. Liva seconded. The motion passed by unanimous voice vote of those present.

Disposal of surplus equipment – Mr. Schultz explained that the hardware from the old cascade system must be declared surplus before being disposed of. Ald. Monken moved to approve the cascade hardware as surplus and to authorize disposal. Ald. Liva seconded. The motion passed by unanimous voice vote of those present.

With no further business, Ald. Singer motioned to adjourn the meeting. Ald. Liva seconded. The motion was passed by unanimous voice vote of those present. The meeting adjourned at 9:16 AM.

Respectfully submitted,
Nonda Anderson, Recording Secretary