

Minutes
Tri-City Ambulance Board of Directors
Rescheduled Regular Meeting
September 21, 2012
8:30 AM

Present: Mayor Schielke, Batavia; Ald. Robert Liva, Batavia; Ald. Ron Singer, Geneva; Ald. Jon Monken, St. Charles; Wendy Lee, Batavia FPD;

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

Also Present: Chief Mullen, St. Charles; Chief Deicke, Batavia; Chief Olson, Geneva;

Chairman Schielke called a regular meeting of the Tri-City Ambulance Board of Directors to order at 8:34 AM.

Minutes of the June 8, 2012 Regular Meeting

A motion was made by Ald. Singer and seconded by Ald. Monken to accept the minutes of the June 8, 2012 regular meeting. Ms. Lee noted a correction that should show her as being present, not Mr. Olmstead. The motion was amended to include acceptance with the noted changes. Second agreed. The motion passed by unanimous voice vote of those present.

Receipts and Disbursement Report Presentation

Chief Mullen reported there is nothing out of line with the budget. He noted that fuel and motor parts seem to be the biggest expenditures in the operating budget. Ald. Liva asked if the line items that include payments to Andres and PSI could be renamed from Other Professional Services and Other Contracted Services to more accurately reflect where the funds are going. Chief Mullen said he would ask, but the accounts were part of the General Ledger for the City of St. Charles. With no further discussion, the report was placed on file.

Expenditure Approval Listing

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

Reports of Service Year 2nd Quarter 2012

Chief Mullen reported that the calls are in line with what is expected at this point in the year. He said the numbers for Ambulance 153 and Ambulance 251 have been affected by the change in response due to major road construction projects.

Administrator's Report

Mr. Schultz was unable to attend the meeting. On his behalf, Chief Mullen reported no significant issues.

Old Business

Ald. Singer asked about the Citizen Assist Fee. Chief Mullen told the members there was no report for this meeting.

New Business

Recommendation of cardiac monitor vendor and approval of purchase – Chief Mullen told the Board that an Assessment Committee consisting of representatives of the fire department and PSI from each of the Tri-Cities reviewed the responses to the RFP. He said Physio Control, Phillips, and Zoll were the vendors who responded. He said part of the RFP process was field testing of each unit, which had taken place. Chief said the comments from the field tests were considered when the Committee reviewed the proposal responses. He said the Committee reviewed the responses in two parts – response to the specifics of the proposal which included the field testing results and second, cost. Chief Mullen reported that Phillips scored best in response to the proposal, field testing and cost and the Committee is recommending the purchase of Phillips cardiac monitors for a cost not to exceed \$172, 844. He said the budgeted amount was for the purchase of nine monitors, one each on the frontline ambulances, one each for the reserve ambulances and one spare. Chief Mullen told the Board that part of the RFP was that if the Tri-Cities fire departments were to choose to replace monitors within two years, the price would be held under the same terms.

With no further discussion, Ald. Singer moved that the Board accept the recommendation of the Assessment Committee and award the purchase of the replacement cardiac monitors to Phillips. Ms. Lee seconded. The motion passed by unanimous voice vote of those members present.

Replacement Ambulance for Geneva – Chief Mullen reminded the Members that there were funds in the budget for a replacement ambulance which would be housed in Geneva. He also reminded them that the replacement ambulance that would be housed in St. Charles that had been ordered in the last budget would be delivered in November. He explained that the vendor used from the Northwest Municipal Conference bid list, MedTech, which had been used in the recent past has gone out of business. Chief Mullen said there has been no replacement named for the bid list. He said Geneva had the opportunity to evaluate a demo unit from MedTech which is similar to the unit they have currently and suits their needs. He said it was not a commercial chassis as the last three replacements have been and would not have the longer service life. Chief told the Board that even though it is a MedTech Pierce Manufacturing which was an owner of MedTech would honor all warranties of any ambulance built by MedTech. Chief Mullen said the cost of the ambulance would be \$160,848 which includes the trade-in of the unit being replaced. Ald. Liva asked that since the demo would have a five year service life and the commercial chassis ambulances have a seven year service life, would there be a time when two ambulances would be replaced in one budget year. Chief Mullen replied that when an ambulance comes up for replacement, it is evaluated for need and there could be some adjustment made to the replacement schedule.

With no further discussion, Ald. Singer made a motion to approved the purchase of a demo unit for replacement of the ambulance housed in Geneva. Ms. Lee seconded. The motion passed by unanimous voice vote of those present.

Authorization to dispose of surplus equipment – Chief Mullen reported that with the purchase of new cardiac monitors there was some peripheral equipment that wasn't included in the trade-in that needs to be disposed of. He said it included battery charges and other accessories. Ald. Monken moved to authorize the disposal of equipment not included with the trade-in of cardiac monitors. Ms. Lee seconded. The motion passed by unanimous voice vote of those present.

Public Forum - Nothing to report.

Executive Session – No executive session needed.

With no further business, Ald. Monken motioned to adjourn the meeting. Ald. Singer seconded. The motion was passed by unanimous voice vote of those present. The meeting adjourned at 9:00 AM.

Respectfully submitted,
Nonda Anderson, Recording Secretary