

Minutes
Tri-City Ambulance Board of Directors
Rescheduled Regular Meeting
December 19, 2014
St. Charles Fire Department Headquarters
112 N. Riverside Avenue
8:30 AM

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

Absent: Ald. Bill Turner, St. Charles; Geneva Township; Ald. Alan Wolff, Batavia

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

Chairman Schielke called a regular meeting of the Tri-City Ambulance Board of Directors to order at 8:30 AM. Roll was called with five members present.

Minutes of March 14, 2014 Regular Meeting

A motion was made by Ald. Marks and seconded by Mayor Rogina to accept the minutes of the March 14, 2014 Regular meeting as presented. The motion passed by unanimous voice vote of those members present.

Receipts and Disbursement Report Presentation

With no discussion, the report was accepted and placed on file.

Expenditure Approval Listing

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

Reports of Service First Three Quarters 2014

Mr. Schultz commented that at this time the number of transports is down by 40; however he expects the numbers to correct themselves by year end. With no further discussion, the report was placed on file.

Administrator's Report

Mr. Schultz reported that the accreditation documents have been submitted CAAS and it will be six to eight weeks before the commission reports back. He said a site visit would come after the documents have been reviewed.

Old Business – no Old Business agenda items.

New Business

Approval to dispose of surplus equipment – Mr. Schultz explained that with the purchase of new cots with replacement ambulances, TCA is left with four spare cots which could be sold. He

said they are in good shape, but have been replaced with newer, more efficient models. Ald. Marks made a motion to approve the declaration of surplus equipment of four cots. Ms. Lee seconded. The motion passed by unanimous voice vote of those present.

Recommendation for medical billing contract – Mr. Schultz reported that an RFP for medical billing was released with three agencies responding. He said the responses were reviewed by the fire chiefs and him. He said the criteria for review were completeness and financial which resulted in two agencies being considered, Andres Medical Billing and McKesson. Mr. Schultz said Andres' score was 92 of 100 and McKesson was 80 of 100. He said the scoring was close with the difference being exceptions being requested by McKesson and the method of collection of delinquent accounts. He said exceptions have never been considered in past reviews and the Board has given direction to use a soft collection policy. Mayor Rogina asked if it was common to only receive three responses. Mr. Schultz explained a high bar has been set in the RFP and the last time there were only three received as well. Mr. Schultz said it was staff's recommendation to approve a contract with Andres Medical Billing.

With no further discussion, Mayor Rogina made a motion to approve the staff recommendation to contract with Andres Medical Billing for ambulance billing services. Ald. Marks seconded. Ald. Singer asked if the billing company was public or private or if they had any interest in insurance companies. Mr. Schultz said the company is a private company and has no interest in any insurance companies. The vote was called and the motion passed by unanimous voice vote of those present.

Preliminary 2015/2016 Budget – Mr. Schultz presented the proposed 2015/2016 FY budget, noting an increase in the travel and training budget to accommodate attendance at the Firehouse conference for one representative from each community and the administrator. He said they would keep tabs on the cost of gas and oil and adjust the budget if needed. He noted a decrease in the Professional Services account because the accreditation site visit is not necessary in this budget. He also noted a decrease in the cell phone account due to the ambulances being created as hot spots for HIPAA compliance and going with newer smart phone technology. Mr. Schultz mentioned that the Toughbook computers are due to be replaced. As far as revenue, Mr. Schultz said would little change in the member agencies' contributions with a possibility of a small spend down.

Ald. Singer asked if the Affordable Care Act has affected the service. Mr. Schultz said not yet. He explained TCA could be affected in the future and the chiefs and he were monitoring the progress of Mobile Integrated Health Care. He said currently there is an issue with determining how to bill for the new types of service. Mayor Schielke suggested a discussion in the future of the effects of the new medical systems on TCA.

Ald. Marks asked about ambulance replacement. Mr. Schultz said that since going to the larger chassis ambulances the replacement was pushed out to seven years. He said this would be the last budget where there would be no ambulance replacement.

Election of Officers – Mayor Rogina moved to retain the current slate of officers, Mayor Schielke, Chairman; Ald. Singer, Vice-Chairman; Ald. Turner, Secretary. Ald. Marks seconded. With no discussion and no other nominees, the motion was passed by unanimous voice vote of those present.

Other Business

Chief Schelstreet asked the Board if they would be open to having designated alternate members on the Board in order to ensure a quorum is met at each meeting. The members of the Board were open to that suggestion. Chief Schelstreet said he would have a formal proposal for the next meeting agenda.

Public Forum - Nothing to report.

Executive Session – No executive session needed.

With no further business, Ms. Lee moved to adjourn the meeting. Ald. Marks seconded. The motion was passed by unanimous voice vote of those members present. The meeting adjourned at 9:10 AM.

Respectfully submitted,
Nonda Anderson, Recording Secretary