

**Galena Area Emergency Board of Directors**

**217 Summit Street**

**Galena IL 61036**

**Date: February 28, 2019**

Present: David Diedrich, Nancy Schamper Ruth Foley, Linda Winter, Jack Gehrts, Pam McIntyre, Susan Strand. Randy Beadle, Janet Bussan, EMTs Rep. Les Virtue, Wayne Moyer.

Guests: Dave Teply, Colleen Keleher, Cindy Foley, Christian Gronewold, Ben Petitgout, Andrew Teply and Lynn Teply.

Absent: Jan Splinter and Michelle Finley.

President Diedrich called the meeting to order at 7:02 p.m. with the Pledge of Allegiance.

Minutes of the December meeting were reviewed. L. Winter moved, seconded by Randy to accept the December minutes as presented. All voted aye. There was not a quorum at the January meeting so no business could be conducted.

**SECRETARY'S REPORT:** Nancy Schamper, secretary, announced that she would be retiring from the GAEMS District Board at the end of the April meeting. Nancy has served on the GAEMS District Board for 22 years. Nancy will be receiving a stoneware crock honoring her years of service.

**TREASURER'S REPORT:**

- A. December 2018 bills and expense follow: Payroll was \$10,975.70. Taxes came to - \$1,546.09 for a total of \$9,429.61. ERFICA: \$839.64. Federal IRS Tax was \$1,949.15, IL Department of Revenue taxes was \$436.58.  
Deposits were \$11,727.00
- B. January bills: Payroll: \$12,082.45, taxes \$1,590.06 for a total of \$10,492.39. IRS Tax: \$2,054.58, IL Dept. of Revenue: \$459.75. Deposits: \$11,231.76
- C. Pending bills are: Illinois Public Risk Fund for \$2,535.00 due on April 1 and EZ IO for \$850.00. R. Beadle moved, seconded by J. Bussan to pay these bills. All voted aye.

**PRESIDENT'S REPORT:**

- A. R. Beadle moved, seconded by L. Winter to change the language of the Assistant Coordinator Position to Administrative Assistant. All voted aye. Motion carried.
- B. The following are authorized to sign checks for the GAEMS Board: David Diedrich, Janet Bussan and Linda Winter.
- C. The officers of the GAEMS Board are: President - David Diedrich, VP - Linda Winter, Secretary - Nancy Schamper, Treasurer - Janet Bussan.
- D. Workman's Comp Insurance
  - a. Loss runs have been forwarded to Bill Bequeaith.
  - b. Bill forwarded loss runs to IPRF
  - c. The loss runs are from former insurance carrier, McCoy Insurance agent Dan Dittmar
  - d. Still waiting for the W/C audits from Dan Dittmar, which will then be forwarded to Bill
  - e. Having a track record of payroll and W/C lowers our premium substantially.
  - f. IPRF will request loss runs at least one more, possibly two times, which is standard operating procedure.

- g. One thing of note, our increase in payroll compensation will increase our W/C premium
  - h. I have advised our current insurance agent, Bill Bequeath of this matter
  - i. Bill plans on attending our June meeting
- E. Banking
- a. Statement of current officers to go into the minutes for banking purposes
  - b. Mr. Roth is preparing an attorney's opinion for banking purposes as well

**EMT ASSOCIATION REPRESENTATIVE REPORT:**

- A. Vehicle report by Wayne Moyer: All 3 ambulances have been through the safety test lanes and passed.  
Jack Gehrts entered the meeting.

**EMT COORDINATOR'S REPORT:**

- A. Cardiac Monitor replacement and repair report by Ray Darsidan. Ray is in the process of obtaining bids for cardiac monitors.
- B. Siding Repair completed by Luke Bussan. Luke donated the repairs.
- C. Stand by fees will be tabled until the March 28<sup>th</sup> meeting.
- D. In 2018 hours worked were 24,981 and 656 calls.
- E. Sustainability Committee – Ray Darsidan is unable to attend due to schedule demands.
- F. EMT class sponsored by Mercy Health Rockford in Galena. There are 15 participants taking the class – we hope we will get 4 or 5 new EMTs.

**NEW BUSINESS:**

- A. Discussion and possible action of revised District Policies: 3 Policies were in the packets for review and vote at the next meeting. They are Policy: Grievance, Discipline and Dismissal from Service, Chain of Command, and Paramedic Pro re Nata.
- B. Ambulance response and rate adjustment: residents vs. non-residents. We are a PRN status.
- C. Audit by the Benning Group was distributed to board members. The fee for the next audit quote will not exceed \$6,100.00 and \$625.00 for filling Fed. and state forms. R. Foley moved, seconded by J. Bussan to authorize D. Diedrich, president, to sign the letter of engagement. All voted aye. Motion carried. The new audit will begin on Monday, June 17, 2019.
- D. Land Purchase: Discussion and action
  - a. Tracy Bauer, President and CEO of Midwest Medical contacted Dave regarding the land purchase of property under and around the ambulance station.
    - i. The land sale is much more involved than initially thought.
    - ii. To meet zoning requirements, the size of the lot would need to be almost triple the current size.
    - iii. The process would involve
    - iv. rezoning, preliminary plan and plat subdivision that would require a public hearing.
    - v. a final plan and plat subdivision, which would not require a public hearing
    - vi. The costs involved would include:
      - 1. Total fees for processes would be \$700.00.
    - vii. Land cost would increase substantially due to the expanded lot size.
    - viii. A new land survey would be required.

- b. Motion was made by S. Strand to not purchase the land. Motion seconded by P. McIntyre. All members voted aye. Motion passed.

**UNFINISHED BUSINESS:**

**A. Discussion and possible action on revised member scheduled hours and response compensation**

- a. P. McIntyre moved to increase scheduled pay from the current \$3.50 per hour rate to \$10.00 per hour rate. This would be for scheduled Drivers, Responders, and EMT personnel. A person responding to a call that is not on the schedule would get the current rate of \$7.50 per response, not per hour. The new rate would be retroactive to February 1, 2019. The motion was seconded by Susan Strand.
  - b. Roll Call Vote:  
Bussan-yes; Beadle- no; Strand – yes; Winter – yes; Foley abstain; Gehrts – abstain; McIntyre – yes; Diedrich – yes; Schamper – yes. 6 yeses – one no – 2 abstained. Motion passes.
- B. Ray reported that there are 3 paramedics working on the paperwork to be Paramedics for our District. It is complicated paperwork.

**COMMITTEE REPORTS:**

- A. Social: R. Foley is going to ask the EMTs what they would like at the April meeting for an Appreciation party.
- B. Grounds: Gutters on the north side are frozen and has caused water to run into the lounge. There is a heating unit in the gutters. The location of the breaker switches to turn on the heating units is located in the breaker box in the hallway between the main meeting area and the men's restroom.

**CITIZEN COMMENTS:**

Public comment was given by: Ben Petitgout, Dave Teply, Christian Gronewold, Andrew Teply, and Aisha Abdul-Aziz.

P. McIntyre moved, seconded by S. Strand to move to Closed Session at 7:55 p.m.

P. McIntyre moved, seconded by N. Schamper to leave Closed Session.

Next scheduled meeting is Thursday, March 28, 2019, at the Galena EMS Station.

S. Strand moved to adjourn at 8:02 p.m., seconded by N Schamper. All voted aye. Motion carried.

Respectively submitted,

Nancy Schamper, Board Secretary.

