

E Beadle
E Berning
E/P Bersbach
E Gerlich
E McCartney
E Miller
E/P Petitgout
E Rigdon
E Splinter
E/P EMS Coordinator
E = electronic
P = paper

GALENA AREA EMERGENCY MEDICAL SERVICE DISTRICT

Board of Directors' Meeting
217 Summit Street, Galena IL 61036

Wednesday, March 25, 2026

MINUTES



CALL TO ORDER President Ben Petitgout called to order the regular meeting of the Galena Area Emergency Medical Service District Board of Directors at 6:30 p.m.

ROLL CALL

Board members present: Randy Beadle, Vice President; Tony Berning; Claire Bersbach, Secretary; Austin Gerlich; Renee McCartney; Susan Miller; Ben Petitgout, President; Jim Rigdon, Treasurer; and Jan Splinter.

Absent: None. A quorum was established.

EMS staff present: Gabe King, EMS Coordinator.

Others present: None.

PLEDGE OF ALLEGIANCE was led by President Petitgout.

AGENDA ITEM I. CONSENT AGENDA

Splinter moved; Beadle seconded, to approve the Consent Agenda, consisting of **approve Minutes** from the **February 25, 2026**, Board of Directors' regular meeting; and review Financial Statements, bills paid, and estimated March bills to be paid.

President's Report – Ben Petitgout

1. Received Lessee / Lessor agreement from Attorney Roth in regard to our loaning one of our ambulances to their agency. Forwarded to East Dubuque Fire Department EMS for signing. A signed copy is on file.
2. Opened the Community Outreach account with UMB as authorized by the Board of Directors at the February 25, 2026, meeting. Waiting for UMB to provide on-line access to this account.
3. Deposited checks at UMB for Administrative Manager.
4. New GAEMSD / EMS website is under construction. Existing one is still functional.
5. Spoke with Kevin from Lifeline on current ambulance pricing.
The F-Series (truck chassis) has increased \$54,000.00, now at \$338,000.00.
The E-Series (van cut-away) has increased \$4,000.00, now at \$300,000.00
After being ordered, both have a two-years-plus delivery date.
6. Attended Joint Planning and Budget Committee meetings.

Treasurer's Report – Jim Rigdon

Board members were provided with Account Balances, Financial Statements, and Investment Reports prior to the meeting.

Secretary's Report – Claire Bersbach

1. EMT Class schedule – March Posted on bulletin board
2. EMR Class
 - Created Flyer; provided to Galena Territory (eblast 03-06); submitted to Galena Gazette (published 03-11).

AGENDA ITEM I. CONSENT AGENDA – continued:**Secretary's Report** – Claire Bersbach – continued:

3. Joint Planning and Budget Committee
 - Attended 03-05 and 03-10 meetings.
4. Public Notices
 - Created Public Notices – change meeting dates and location.

Motion carried.

AGENDA ITEM II. PUBLIC COMMENTS – None.**AGENDA ITEM III. REPORTS****1. EMS Coordinator** – Gabe King

02-23 Formally received "big check" from East Dubuque Nitrogen for \$74,469.05.

02-24 Galena High School Co-Op teacher visited the station and discussed projects that two students have been working on and how much of an asset they have been.

02-24 Stryker representative was on site and completed yearly maintenance.

02-26 Attended County Ambulance Association meeting. King was voted in as Vice-President. Special Service Manager also attended.

03-04 – 03-05 Special Service Manager taught Stop the Bleed to 50 JCE Co-Op employees over two days.

03-05 Attended Joint Budget and Planning Committee meeting.

03-11 Attended monthly Jo Daviess County Leadership Forum meeting in Elizabeth.

03-19 Met with North Star church regarding AED purchase and grant funding opportunities.

03-19 Two personnel taught City of Galena Public Works employees Stop the Bleed and CPR.

- Reminder: March 1 we are no longer allowed to utilize non-medically licensed personnel per state statute. (ref: Drivers)
- Recruited three members affiliated with Scales Mound Fire Protection District (one EMT and two EMRs).
- Paramedic has begun working shifts. We are working together to organize ALS supplies and hope to get a Swedes' inspection this week. After inspection, we can officially respond as an ALS unit when a paramedic is on-duty.
- Currently working with the Budget and Planning Committees on next year's budget and three-to-five year plan.
- EMR class is scheduled to start April 1. We have four confirmed registrations from current Galena Area EMS members (Drivers). Sixteen (16) total have signed up.

Total Calls for Service as of 03-20-2026

Calendar YTD = 171 incidents February = 65 incidents March 1-20 = 49 incidents

Petitgout commented on locking mechanisms (3 locks) for paramedic drugs/supplies on the ambulances. Also commented we are getting into uncontrolled burns; bill for EMS to roll on those. There were recently three (3) burns paged in eight (8) minutes.

King commented Swedes has only given us one set (of narcotics) at this time.

2. Administrative Manager – Aishah Abdul-Aziz (absent)

Aishah provided a written report that 1-A17 has been approved and registered with IL Medicaid.

AGENDA ITEM III.REPORTS – continued:3. **EMS Association Report** – Shelley Finley (absent)4. **Committee Reports**A. **Five-Year Planning Committee** – Chairperson Susan Miller

The joint Planning and Budget Committee **met on March 5 and March 10** to work on the Operating Plan and FY2026-2027 Budget.

The first meeting was primarily to **develop goals to support the vision statement**. The goals were finalized at the second meeting. During that process, it also became obvious the **vision statement needed to be revised**. The proposed goals and revised vision statement are on the agenda.

Once the goals have been approved by the Board, work will begin to **develop the steps to implement each goal** over the next five years.

Work also began on the **FY2026-2027 budget**. The committee reviewed the capital expenditure schedule and adjusted as necessary. This included projections on where the District will end Fiscal Year 2026 and budget estimates for Fiscal Year 2027. The **next meeting is scheduled for April 7, 2026**. The goal is to have a preliminary budget for Board approval at the April meeting.

These committees are meeting jointly due to Jo Daviess County's comments regarding the tax levy and **the need to present a five-year forecast** to justify the levy request.

B. **Nominating Committee**

Per GAEMSD's By-Laws, President Petitgout **appointed Renee McCartney** as Chair of the Committee. McCartney will provide a list of candidates at the April Board of Directors' meeting.

C. **Scholarship Committee** – Chairperson Renee McCartney

Per GAEMSD's By-Laws, President Petitgout **appointed Renee McCartney** as Chair of the Committee. An article has been published in the Galena Gazette regarding the scholarship and the deadline for applications.

Tony Berning and Austin Gerlich will continue to serve on the committee.

E. **Vehicle Committee** – Chairperson Gabe King

Petitgout **appointed EMS Coordinator Gabe King** to Chair the Vehicle Committee. The plan is to replace 1-A18.

AGENDA ITEM IV. UNFINISHED BUSINESS1. Berning moved; seconded by Miller to **Amend the By-Laws** as proposed.

Board members were provided with proposed By-Laws amendments for consideration at the February 25 Board meeting.

Motion carried.

AGENDA ITEM V. NEW BUSINESS1. Gerlich moved; seconded by McCartney to **delete the recording of the 2024 06 27 Closed Session**.

Minutes have been opened, reviewed, and approved. Per OMA, the recording may be deleted 18 months after the meeting was held.

Motion carried.

AGENDA ITEM V. NEW BUSINESS – continued:

2. Bersbach moved; seconded by Splinter to **revise the Board meeting dates and location** due to EMR training on Mondays and Wednesdays in April and May.

Due to EMR Training on Mondays and Wednesdays and EMT Training on Tuesdays and Thursdays, the Board meetings will be changed to Thursdays, April 23 and May 28. Meetings will be held at 219 Kelly Lane. Public Notices will be posted as required by OMA.

Motion carried.

3. Petitgout moved; seconded by Beadle to **Revise Vision Statement** as recommended by the Planning Committee as follows: Provide quality emergency medical care; support education, training, and community involvement; and improve the quality of life for those we serve.

Motion carried.

4. Bersbach moved; seconded by Rigdon to approve the **proposed Operating Plan Goals** as recommended by the Planning Committee. The Committee recommends the proposed Goals based on changes to the Vision Statement, broken into objectives, along with corresponding activities that support each objective.

Motion carried.

5. Bersbach moved; seconded by McCartney to approve **Corporate membership at Galena Golf Club** for \$3,150.00 per year if paid before April 1.

Motion carried.

6. Beadle moved; seconded by Rigdon to **purchase Stryker equipment** as recommended by the Planning Committee.

Order the following equipment before the March 31, 2026, price increase. All pricing includes Trade-In, Extended Warranty, and Shipping. Pro-rated refund from existing Service Agreements TBD.

Two (2) Cardiac Monitors @ \$105,743.27 – to be paid out of this year's budget.

The two (2) monitors to be replaced have different features / functions than our newest monitor. In an effort to keep operational uniformity, it is recommended to have all three (3) monitors the same. The two (2) monitors to be replaced will be eight (8) years old in March 2027. (\$20,000.00 trade-in value.)

Power Load and Cot at \$75,912.38 – to be paid out of next year's budget.

The PowerLoad is ten (10) years old and the PowerCot is seventeen (17) years old. (\$7,000.00 trade-in value.)

Two (2) Expedition Stair Chairs at \$39,771.86 - to be paid out of next year's budget.

The two (2) Stair Chairs to be replaced are twenty (20) years old. (\$1,000.00 trade-in value.)

Motion carried.

7. McCartney moved; seconded by Berning to establish **Rate-of-Pay for Inter-facility Patient Transfers** as recommended by EMS Coordinator, Gabe King.

Two (2) department personnel will be utilized for these transports. A minimum of two (2) hours will be paid for non-emergency transports. If the transport lasts more than two (2) hours, personnel will be paid to the next higher hour (ex: a two-and-a-half (2 1/2) hour total transport time will be paid out at three (3) hours.

Motion carried.

AGENDA ITEM V. NEW BUSINESS – continued:

8. Bersbach moved; seconded by Berning to **establish Pay Scale for EMT-Paramedic** as recommended by EMS Coordinator, Gabe King.

Following extensive discussion by all Board members, Rigdon moved to **amend the motion to set a range of pay from \$25.00 to \$30.00 per hour for Paramedic**; Bersbach seconded.

Roll Call vote on the amendment: Ayes 9; Nays 0; Abstain 0; Absent 0. Motion carried.

The Board then voted on whether to approve the original motion as presented with a "no" vote to indicate to *not* establish Pay Scale for EMT-Paramedic.

Roll Call vote: Ayes 0; Nays 9; Abstain 0; Absent 0.

Motion carried to *not* establish Pay Scale for EMT-Paramedic.

AGENDA ITEM VI. BOARD MEMBER COMMENTS

Board members thought there was a good discussion regarding pay; commented on the money we spend on equipment and personnel; good points were raised; reasonable discussion of the issues; we have obligations to our personnel and to the tax payers; can't be afraid to ask the hard questions; we have very good people; trying to look out for the best interests of the organization.

Petitgout instructed that a transfer dedicated to **Capital Expenditures** be made before the end of this Fiscal Year.

Petitgout asked King when will we have **ALS status**. King advised that should happen March 26. We will then be able to charge more for ALS runs and be paid more in return.

AGENDA ITEM VII. ADJOURNMENT

Beadle moved to adjourn the meeting; seconded by Rigdon. Motion carried.

President Petitgout **adjourned the meeting at 8:09 p.m.** until the next Galena Area EMS District Board of Directors' meeting **Thursday, April 23, 2026**, at **6:30 p.m.**, at **219 Kelly Lane**, Galena, Illinois.