

Beadle
Berning
Bersbach
Gerlich
McCartney
Miller
Petitgout
Rigdon
Splinter
EMS Coordinator

GALENA AREA EMERGENCY MEDICAL SERVICE DISTRICT

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

Thursday, July 23, 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; Claire Bersbach, Secretary; Renee McCartney; Susan Miller; Ben Petitgout, President; Jim Rigdon, Treasurer; and Jan Splinter.

Absent: Tony Berning and Austin Gerlich. A quorum was established.

EMS staff present: Aishah Abdul-Aziz, Administrative Manager.

EMS Association representative: None.

PLEDGE OF ALLEGIANCE was led by President Petitgout.

I. CONSENT AGENDA

McCartney moved, Beadle seconded, to approve the Consent Agenda consisting of **approve Minutes of the June 25, 2026**, Board of Directors' meeting; review current Financial Statement, corrected Financial Statement, Invoices Paid, estimated Invoices to be Paid, and Board Officers' Reports.

President's Report – Ben Petitgout

1. Board member Miller and Petitgout met with Bauer-McCoy Insurance to review policies and premiums.
2. Completed annual renewal of Open Meeting Act and Freedom of Information Act training.
3. Attended MABAS Division 49 meeting in Apple River.
4. Submitted an application to determine if GEAMSD would be eligible to participate in the STARCOM21 communications system.

Treasurer's Report – Jim Rigdon

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

Secretary's Report – Claire Bersbach

1. Standard Operating Guidelines Manual
Met with EMS Coordinator: 07-10.
2. Correspondence – Provided Secretarial Support / President Petitgout
3. Correspondence – Provided Secretarial Support / 5K Stair Challenge

Bersbach had questions about certain expenses, some account codes used, and provided President Petitgout with a list of those concerns with a request for more information. Petitgout commented he will be meeting with staff to address various issues.

Motion carried.

II. PUBLIC COMMENTS – None.

III. REPORTS

1. **EMS Coordinator** – Gabe King

07-03 and 07-04 Provided coverage for several 4th of July events in Galena and in The Territory.

III. REPORTS – continued:**1. EMS Coordinator – Gabe King – continued:**

07-07 Regular monthly training, Swedes taught class on Legal and Ethical considerations in EMS.

07-08 Participated in joint training session with lifeguards at Galena Pool. Scenarios were based on spinal and cardiac emergencies.

07-11 Participated in Touch a Truck sponsored by the Galena Library, located in the parking lot of Galena Elementary and Middle School.

07-14 Participated in Hero's and Hugs community engagement sponsored and located at Poopsie's.

07-15 Taught Galena lifeguards Stop the Bleed at the Galena Pool.

07-16 Ben Petitgout attended Jo Daviess County Ambulance Association meeting held at JDCSO building.

On Monday, July 6, we received the Stryker order consisting of two (2) stair chairs, one (1) stretcher, and one (1) power load system. The power load system was installed on July 15 at Klocke's Emergency Vehicles in Sterling, Illinois. For being a loyal customer, they did not charge for taking out the old system and installing the new system.

On July 7 during the regular monthly training, EMT Ron Data officially retired. He was awarded a service plaque and recognized for 22 years of service to Galena Area EMS and 58 years of service to Menominee-Dunleith Fire Department.

There were six (6) simultaneous or "second calls" in the first 14 days of July. We were able to respond to ALL six (6) incidents without the need for mutual aid.

Several EMT students are still in the testing process. Two (2) members take the National Registry Test at the end of July.

Paramedic student, John Loebel, has completed all of his practical requirements; he now has three (3) written tests to complete. He stated that he is on track to be completed by the beginning of September.

Incident volume continues to increase. As of July 15, incident responses are 76 calls ahead of last year at this time, which is a 15 percent increase in call volume.

Total Incident Responses

YTD – 482 (on July 15); Fiscal YTD (May 1 – July 15) = 206; April 2026 = 76; May 2026 = 83; June 2026 = 76. July 1 through July 15 = 47 (averages to 3.13 incidents per day; July 1 – through July 20, 2026 = 59 / 12 calls added since July 15.

2. Administrative Manager – Aishah Abdul-Aziz

- Benning Group due to attend in-person audit at Galena Area EMS on August 11th.
- Researching ACH transaction on 06/23 for \$905.45 by Vestwell. This transaction is not recognized and Aishah is still researching and working with UMB to identify the originator. (Comment at the meeting: determined to be fraudulent.)

Deposits and donations:

- \$50 donation deposited to EMS checking account.
- \$80 donation deposited to District Special account.
- \$3,700 donation deposited to District Community Outreach account.
- So far, we have 51 registrations for the run.

3. EMS Association Representative – No report provided.**4. Committees – No reports provided.**

IV. UNFINISHED BUSINESS – None.

V. NEW BUSINESS

1. Bersbach moved, Splinter seconded to **approve revised Special Service Area #6 Contract with Jo Daviess County.**

Jo Daviess County reviewed the Special Service District contract with GAEMSD. At its meeting March 10, 2026, the County Board approved the revised contract adding a section to allow GAEMSD to set aside funds for capital equipment expenditures that would be excluded from the calculation of working capital.

Revisions to the contract are: Section 3. changes to Payment of Special Service Area #6 Revenues: a., b., c., d., and e.; Section 9. Working capital and reserves: a. and b.; and Section 16. Duration of the Agreement: a. (Updated on March 20, 2026.)

Motion carried.

2. Miller moved, McCartney seconded to **approve Stand-By Fee charged for Galena Football** from \$85 to \$100 per game effective August 1, 2026.

Motion carried.

3. Splinter moved, Beadle seconded to **approve Overhead Door Operator Upgrade for Bays 1, 2, and 3.**

Original equipment is 24 years old and was residential-grade operators. With a combined total anticipated to be \$5,742.00, this would be a Capital Expenditure.

Motion carried.

4. Miller moved, Rigdon seconded to **buy out JCE Co-Op's Hardware Lease.** The buyout price for our equipment would be \$815.05 total.

Motion carried.

5. Beadle moved, Bersbach seconded to **delete recording 2024-12-19 and 2025-01-23.**

Motion carried.

VI. BOARD MEMBER COMMENTS

Rigdon referenced comments made by Beadle at the June Board meeting regarding how many non-emergency interfacility transfers have happened since delivery of our new ambulance, adding that Midwest Medical still primarily uses Paramount. Rigdon requested that we consider inviting Dr. Kehoe and/or Corey Fleege to our August Board meeting to follow up.

Petitgout reminded the Board Dr. Kehoe originally indicated the intent was for Midwest Medical to have a Paramedic on Staff but that did not happen. We do not have a full-time Paramedic on our Roster which means we will not be used for interfacility transfers requiring that level of care.

VII. ADJOURNMENT

Miller moved to adjourn the meeting; seconded by McCartney. Motion carried.

President Petitgout **adjourned the meeting at 7:15 p.m.** until the regularly scheduled Galena Area EMS District Board of Directors' meeting **Thursday, August 27, 2026, at 6:30 p.m.**, at the Galena Area EMS District Board Room, 217 Summit Street, in Galena, Illinois.