

MVEMS COMMISSION MEETING
7/13/2011
Monroe Town Hall
7:00 P.M.

DRAFT COPY

In Attendance: Dennis Condon, Chairperson
Diane Czerniawski, Commissioner
Suzanne White, Commissioner

Absent: Paul Resnick, Commissioner
John Quinlavin, Commissioner

Public in Attendance: John Brenna, MVEMS Captain
Marge Brenna, MVEMS Training Chairperson
Don Smith, MVEMS Chief
Linda Zukauskas (Voices Newspaper)

CALL TO ORDER. Chairperson Condon called the meeting to order at 7:05 p.m.

REVIEW OF MINUTES

Minutes were reviewed for the June 8, 2011 meeting. Commissioner Czerniawski noted one revision needed to the on page 2 of the minutes in the verbiage "Commission to presented to Heidi Meade" should read "Commission presented to Heidi Meade" **Commissioner White made a Motion to approve the minutes with the revision. Commissioner Czerniawski seconded the motion. All were in favor. The motion passed.**

REPORT FROM EMS CHIEF – See attached.

Executive Board Report/ Planned Activities/Vehicle Update– Discussion ensued regarding:

- Request from Bill Davin, Town Fire Marshall, for a list of Capital items needed by EMS. Chief Smith stated that he prepared and submitted a list
- Request from C-Med for us to purchase a subscription to their interface software for EMS Charts. The software will allow for information entered by E-Med to upload automatically to EMS Charts. Discussion ensued among all in attendance and the consensus was that having this service would enhance the ability of the service to complete call charts for submission for payment. Captain Smith stated that the costs are: \$250 for set up \$365 annual fee. **Commissioner Czerniawski made a Motion to approve payment for the interface service. Commissioner White seconded the motion. All were in favor. The motion passed.**
- Issues continue with in-house tone system for call dispatch. Captain Smith stated that Northeastern continues to assess the issues
- EMS Picnic Date set for Sunday August 7th. Commissioners are all invited. Quarterly membership
- Ross Barns assumed responsibility of membership chair as chair resigned. Members will have the opportunity to vote to fill this position on a permanent basis at the Membership meeting that will be held at the EMS Picnic.
- Older radios need to be re-programmed with the new two tone system. Captain Smith stated that the decision was made to bring the vendor to headquarters so that this can be done with a faster turn-around
- Mass Casualty Drill was held Sunday July 10th. Drill was a success. Commission Members asked Chief Smith to express thanks to Brian Wallace, Mass Casualty Chair, for the outstanding effort in planning and organizing the drill.
- EMT Class complete. 10 Students passed the test.
- Driver Training classes put on hold due to illness of the instructor
- EMS provided stand by coverage for the scrimmage held at Masuk High school
- To the best of everyone's knowledge AMR rate increase is implemented
- All three ambulances with full crew helped out at the recent major fire event on rte. 111
- Friends of MVEMS is purchasing a new stove for headquarters
- Mass Casualty room has been cleared of supplies and these supplies have been placed in the Mass Casualty Vehicle. The Mass Casualty room was flooded as a result of a drainage problem.

Jockey Hollow Station Update

- Training room continues to flood. Students from last class were mopping up the floor before class
- Walls in sleeping rooms are cracking and they need to be painted
- Rear door in training room sticks
- Problem with external lights was fixed
- Looking into possibility of electronic swipe entry for rear entrance
- Outside outlet used to charge ambulance not working.
- Inability to use third bay for ambulance storage

Policy Changes

- **Veteran and Life Members 5.14.3(attached). Commissioner Czerniawski made a Motion to approve the proposed revision. Commissioner White seconded the motion. All were in favor. The motion passed.**
- **Maintaining Eligibility 2.5(attached). Commissioner White made a Motion to approve the proposed revision. Commissioner Czerniawski seconded the motion. All were in favor. The motion passed.**

Metrics Reports (Passed Call, Overnight/Weekend Coverage/Membership) – Discussion ensued. See attached in Monthly Report. Highlights noted:

- Decrease in number of shift openings
- Decrease in weekend AMR hours
- Decrease in requests for mutual aid

REPORT FROM SOUTHWEST CT EMS COUNCIL REPESENTATIVE. No report.

Break in meeting at 7:40 Resume meeting at 7:-:42

MONTHLY REPORT FROM FINANCE

Chairperson Condon stated that he has not yet received a current financial report from the Finance Department and that he has April and May reports, but not June. Chairperson Condon stated that we will review the current financial reports at the next Commission meeting.

Chairperson Condon also stated that although he has made a request multiple times, he has not yet received the feedback from the Finance Department that was requested by the Board of Finance.

Chairperson Condon stated that he is awaiting receipt of yearend financial reports from the Finance Department.

It was the consensus of the Commission that our ability to address issues and implement improvements to the service is being hindered by the inaction by the Finance Department.

OLD BUSINESS

C-Med Call Report – Distributed electronically to the Commissioners for their review.

NEW BUSINESS

- Chairperson Condon stated that we have not received feedback from the Finance Department regarding the AMR rate increase.
- Chairperson Condon stated that he sent a letter to Administrators at St. Vincent's Hospital thanking them for their gift of flashlights that were distributed to members for EMS week.
- Captain Brenna brought up the need for new stretchers. Discussion ensued.
- Captain Brenna also reported that the members of the Police Department who have been on calls have been very helpful, especially helping with the stretchers.
- Chairperson Condon requested Chief Smith forward a copy of the list of Capital Items that he submitted to Fire Marshall Davin to him.
- Chief Smith reported that he and Marge Brenna met with leadership from Easton EMS to discuss ways that the two services could share resources. Discussion ensued

PUBLIC PARTICIPATION - None

EXECUTIVE SESSION.

Commissioner White made a motion to add an Executive Session to the agenda. Chairperson Condon seconded the motion. All were in favor. The motion passed.

The Commission entered into Executive Session at 8:05 p.m.

The Commission came out of Executive Session at 8:25 p.m.

No action was necessary as a result of the Executive Session. Chief Smith will follow up by submission of required paperwork to the town

Chairperson Condon made a motion to adjourn the meeting at 8:25 p.m. Commissioner White seconded the motion. All were in favor. The motion passed. The meeting was adjourned at 8:25 p.m.

Respectfully Submitted,

Diane Czerniawski
Monroe EMS Commission
07/14/11