

**Monroe Emergency Medical Service
Special Commission Meeting
November 16, 2016
Monroe Town Hall
1900 hours**

In Attendance:

John Brenna, Chairman
Paul Resnick, Vice Chairman (absent)
Dan Hunsberger, Commissioner
Ken Wielk, Commissioner (absent)
Lisa Pane, Commissioner
Don Smith, EMS Chief
Gail Sawicki, EMS Administrator (absent)
Peter Fiore, Administrative Assistant

Public in Attendance:

Ken Kellogg (Town Council Representative)

Call to Order: Chairman Brenna called the meeting to order at 19:10.

19:11: Chairman Brenna made a motion to accept the minutes from the October 26, 2016 meeting as written. Commissioner Hunsberger seconded the motion. All Commissioners were in favor. The minutes were approved unanimously. Vote 3/0

Chairman Brenna stated the purpose of this meeting is to review the proposed 2017/2018 budget presented to the Commission by Chief Smith.

Chief Smith provided specific details regarding each line item in the proposed budget

Public Participation:

Ken Kellogg questioned the amount budgeted for the tablet cell service. Chief Smith will verify the previous invoices with the Administrator and adjust the line entry.

Ken Kellogg suggested the budget include a footnote regarding the proposed Contracted Services amount may change due to contract renewals scheduled before March 2017.

Ken Kellogg requested clarification on some of the figures provided by finance membership regarding revenue, other Collections and refunds. Chief Smith will follow up with the Administrator for clarification.

A brief discussion ensued regarding whether to add a line item for the proposed EMS Feasibility study. Ken Kellogg will follow up on this with the Finance Department.

20:28 Commissioner Hunsberger made a motion to accept the proposed budget with the appropriate footnotes as discussed. Commissioner Pane seconded it. All Commissioners in attendance were in favor. Vote 3/0

20:29 Commissioner Hunsberger made a motion to adjourn the meeting. Commissioner Pane seconded it. All Commissioners in attendance were in favor. Vote 3/0

20:31 Meeting adjourned

Above minutes are considered a draft copy until approved at the next Commission Meeting on November 30, 2016

Respectfully submitted, Peter Fiore Monroe EMS Administrative Administrator