

Trumbull Emergency Medical  
Service Commission

John Butkus, Chairman

## TOWN OF TRUMBULL CONNECTICUT



TEMS  
250 Middlebrooks Avenue  
Trumbull, CT 0661  
203-452-5146

Barbara Crandall, Chief

Trumbull Emergency Medical Service  
Commission Meeting  
September 25, 2012  
7:00pm

**Present:** John Butkus, Chairman; Vi Watson; Philip Lukianuk; Joseph Rodriguez; Diane Mayo; Barbara Crandall; Michael DeVecchio

**Absent:** Mark Smith

The meeting was called to order by John Butkus at 7:05pm followed by the Pledge of Allegiance.

### **Public Comment**

No public comment.

**Past Minutes;** Motion made by Vi Watson, seconded by Diane Mayo to approve the minutes of August 28, 2012 as written. Unanimous.

### **Chairman's Report**

John Butkus had no official report but would comment on Old Business when discussed.

### **Chief of Service Report**

Barbara Crandall reported on the following:

1. Bundle billing contract has been completed with AMR and was in effect September 1, 2012. Both Nelson Ambulance and AMR have requested that patient transports with paramedic intercepts from their services be sent to them for appropriate billing. Discussion was held regarding double billing of these calls because of inaccurate documentation by the mutual aid service. Barbara stated she would not be aware of this situation unless the patient called the office for assistance.
2. Email from a patient has been referred to Maria Pires regarding a hardship request. Discussion of hardship requests and patient account write-offs was held.
3. Sponsor Hospital meetings are held monthly with EMS, medical directors and EMS coordinators from both hospitals. Trumbull EMS is a paramedic service with contracted paramedics from Danbury Hospital. It has been requested by Sponsor Hospital that a representative from Danbury Ambulance be in attendance at these meetings. Joseph DeSimone has not provided an individual to attend these meetings which often include pertinent for the paramedic staff. It was agreed the contract should be reviewed and a letter sent to Mr. DeSimone regarding this situation.
4. Two meetings were held to update the membership on the changeover to C-Med for dispatching. Several members were not in attendance; one additional meeting will be scheduled next week. The possibility of suspension from shifts was discussed if members do not attend this final meeting.
- 5.

## **Old Business**

1. Narrowband compliance Update: Michael DelVecchio noted Northeastern Communications has requested radio information for reprogramming. 903 will be sent to Naugatuck for installation of new programmable radios which was part of the initial equipment purchase. All portable radios will be reprogrammed via computer software. The other equipment is set up and working in the shop. Northeastern is waiting for an additional software update before the equipment is installed.
2. EMS Move to C-Med: Michael DelVecchio noted all circuits are working and the new transition date is October 15. The Trumbull PD is training their dispatchers with expected completion before transition date. We are currently working on a borrowed base station until our new equipment is installed. It was noted that the FD has some questions regarding this transition. At this time, any discussion regarding this transition by the fire departments must be directed to OSET. CEDC update was given with regard to this change. Discussion. It was noted that the fire department does have a list of calls where responses from EMS and FD need to be coordinated. The fire department would like a meeting to discuss this list with EMS and PD.
3. Sheltering Plan Update: Michael DelVecchio noted that Chief of Police and the Superintendent of Schools both feel that a paramedic should be on staff in the shelter at all times. It has been discussed by other members of the sheltering committee and it was felt that individuals with first aid and AED training would be a more appropriate use of personnel in this type of situation. Research has been conducted. This level of expertise would be in high demand during a crisis and they would be reluctant to release their personnel to be in a shelter situation. Two individuals involved in monitoring the shelter are willing to take the above mentioned training. Michael will draft a statement for the shelter committee through Ron Kirby, Emergency Management, with the EMS recommendation.
4. Marketing Committee: No update.
5. Ambulance Update: No update.
6. EMS Assessment: Discussion was held regarding the upcoming EMS assessment to be conducted by Holdsworth. This should be completed within three months. Information requested from the Director of Finance and EMS was presented to them. Holdsworth will be conducting a member survey by mail. Other individuals will be contacted for interviews.

## **New Business**

1. Michael DelVecchio noted there was a fire in town in the afternoon which was handled very well by FD and EMS. One patient taken to the hospital by EMS.
2. Barbara Crandall noted for information that a medical control situation is being reviewed by Sponsor Hospital. This is not with any individual from Trumbull EMS but does involve us to some extent because of mutual aid coverage.
3. Discussion of the AMR conflict of interest situation was held. This will involve some paramedics with the service but should not affect coverage in any way.

## **Adjournment**

There being no further business, motion made by Diane Mayo, seconded by Vi Watson, to adjourn the meeting at 8:47pm.

Respectfully submitted,

Barbara Crandall  
Administrative Assistant

The above minutes are considered a draft until they are approved at the next meeting of the TEMS Commission.