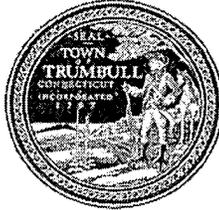


**TOWN OF TRUMBULL
CONNECTICUT**

Trumbull Emergency Medical
Service Commission

Joseph Rodriguez, Chairman



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

Joseph Laucella, Chief

Trumbull Emergency Medical Service Commission

August 27, 2013

7:00pm

Trumbull EMS Headquarters

Present: Chairman, Joseph Rodriguez; Commissioners John Butkus, William Schietinger, Gwen Summ, Joseph Peddle, Philip Lukianuk and Diane Mayo. Also present Joseph Laucella, Chief of EMS and Michael DelVecchio.

The meeting was called to order at 7:07pm by Chairman Rodriguez followed by the Pledge of Allegiance and reading of the core values and mission statement.

Special Recognition

Chief Laucella commented that EMS crews work hard every day and are not recognized for what they do. We were recently dispatched to a Trumbull residence for an individual in cardiac arrest. The entire call went very smoothly and that resident is home and doing well. We are here to recognize the individuals involved in the EMS call. The C-Med dispatcher, Stacey Pettinella, took the initial 911 call. PD arrived as first responders and performed CPR and immediate defibrillation. Within two minutes, two TEMS ambulances arrive on scene and continued care. The resident arrived at the hospital with spontaneous pulses. We are here tonight to recognize these responders by honoring them with a certificate and pin for their efforts.

First Selectman Herbst stated he was proud of the commission and their hard work and the Chief for taking call coverage up to 96%. He noted the emergency services have been working well together and that the town would continue to provide resources to ensure continued positive results such as this.

The following TEMS crew members were awarded certificates and pins: Kathleen Summ-Brooks, Paramedic; Megan Carey, EMT; Kristen Mosher, EMT; Roger Tiberio, EMT and Andrew Boone, EMT. Also recognized were police officers James Sota, Paul Coutinho and Sgt. Phil Heinz, as well as Stacey Petinella from Southwest C-Med.

Public Comment

No public comment.

7. Funds in the continuing education account will be utilized for the EMS Conference to be held in the spring at a casino location. This will focus on the seven tracks of EMS and the Chief is hoping to send several members to attend.
8. New garage door has been installed in the back bay. Doors and windows should be installed soon. Vents have been cleaned but ductwork was not. Plans for a kitchen renovation are underway. Town is working on a keyless access system to all town buildings.

Adjournment

There being no further business, motion was made by Mr. Peddle to adjourn the meeting at 9:15pm; seconded by Ms. Mayo and approved unanimously.

Respectfully submitted,

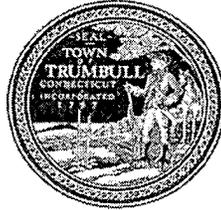
Barbara Crandall
Executive Administrative Assistant

These minutes are considered a draft until they are approved at the next Trumbull EMS Commission meeting.

**TOWN OF TRUMBULL
CONNECTICUT**

**Trumbull Emergency Medical
Service Commission**

Joseph Rodriguez, Chairman



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

Joseph Laucella, Chief

Trumbull Emergency Medical Service Commission

August 27, 2013

7:00pm

Trumbull EMS Headquarters

Executive Session Motion

Discussion of Framework and Goals for Evaluation of Chief of TEMS – Ms. Mayo moved to go into Executive Session at 8:00pm to discuss personnel matters; Mr. Peddle seconded; approved unanimously. All Commissioners will attend the Executive Session as well as Chief Laucella. Motion was made by Mr. Butkus to come out of Executive Session at 8:40pm; seconded by Mr. Peddle and approved unanimously. Mr. Butkus moved to accept the framework for the evaluation of the Chief of TEMS. Seconded by Ms. Mayo and approved unanimously.

Respectfully submitted,

Barbara Crandall
Executive Administrative Assistant

EMS Commission Report

August 27, 2013

Respectfully Submitted by:

Joseph Laucella- Chief

Call Volumes:

2013 Days	Jan. 31	Feb. 28	March 31	April 30	May 31	June 30	July 31	August	Sept.	Oct.	Nov.	Dec.	TOTAL
Total calls	335	325	293	298	378	316	314						2259
TEMS Covered	265	237	243	267	345	296	299						1952
Percent covered	79%	73%	81%	90%	91%	94%	95%						86%
Mutual Aid	66	86	50	31	33	20	15						301

As of August 26, 2013 TEMS responded to 269 calls and covered 96% of the call Volume.

New Volunteers in Training:

TEMS just cleared 2 new members from training and are active riding volunteers. A third candidate is expected to complete his training in the next few weeks.

Vehicle Status:

901 was OOS from 8/5- 8/6 for routine maintenance.

902 was OOS from 8/12- 8/13 for routine maintenance.

The new Chief's vehicle is expected to arrive at the dealership on 9/9/2013

The new AEV Sprinter will be picked up by the maintenance department on Sept 16. 2013. We hope to have the vehicle in service 30 days after arrival.

A fleet maintenance plan has been adopted for the ambulances and support vehicles. Ambulances will be rotated on the first business day of each month for maintenance and for inspections. Our support vehicles will be serviced on the 15th of each month and will rotate monthly.

A dedicated mechanic has been determined to work and manage all vehicle problems. We are very appreciative of the team work displayed between the Town of Trumbull garage and Trumbull EMS

Upcoming Events:

Trumbull EMS will be participating in the Senior Center Health fair taking place on September 20, 2013. Comstar Billing will be on site to meet with residents and answer any billing questions they may have.

Monthly Training/Upcoming Training:

MCI training took place for members and staff on Thursday August 22nd. The drill allowed staff to review SMART Triage as well as the MCI leadership roles and responsibilities.

TEMS will be hosting an "Operational Response to Hazmat/WMD Incidents" class the first weekend in December 2013. This class will be free to members.

TEMS is partnering with Fairfield University to host an EMT class starting September 4, 2013. All classes will be held on FFLD University's campus and all students will do their clinical ride time with TEMS. To date we have 22 students confirmed for the class.

An EMT Refresher will be held in October and will be offered to members and the public.

Other Information:

New uniforms have been rolled out and almost all staff received their shirts.

Trumbull EMS visited multiple summer programs in the month of August and provided an ambulance to show the kids attending local camps.

Trumbull EMS provided CPR training to two local businesses as we continue our HeartSafe project. 20 staff members from New Road Fitness and Spring Meadows Senior Living were in attendance.

Trumbull EMS met with the staff at Stern Village to help review emergency preparedness plans.