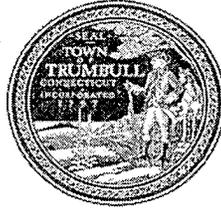


**TOWN OF TRUMBULL
CONNECTICUT**

Trumbull Emergency Medical
Service Commission

William Schietinger, Chairman



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

Joseph Laucella, Chief

Trumbull Emergency Medical Service Commission Meeting
February 25, 2014, 7:00pm
Trumbull EMS Headquarters

Present: Chairman William Schietinger; Commissioners Philip Lukianuk, Diane Mayo and Matthew Wheeler. Also present Chief Joseph Laucella

Absent: Commissioners Gwen Summ, Joseph Rodriguez and Joseph Peddle

The meeting was called to order at 7:00pm by the Chairman followed by the Pledge of Allegiance.

Past Minutes: Motion was made by Ms. Mayo, seconded by Mr. Wheeler, to approve the minutes as written. Approved unanimously.

Executive Session

Mr. Schietinger noted that Mr. Peddle sent to the commissioners the approved criteria for evaluation of the chief. However, as three commissioners are absent from the meeting, he would like to table this evaluation until they are available. He is also speaking with the Chief of Police regarding this as Chief Laucella directly reports to the Chief of Police and having a combined evaluation would be more productive. Evaluation tabled until next meeting.

Update on RFP for Paramedic Contract

Mr. Schietinger noted he has spoken with the First Selectman regarding the RFP and informed him that it is a conflict of interest and that he would not be participating in any discussions of the proposals. Mr. Schietinger noted he would like all discussions of the contract be put at the end of the agenda so that he can recuse himself from the meeting. It was also noted that Mrs. Summ may be in the same situation. It was agreed to hold a special meeting prior to the March regular meeting to interview candidates and review proposals.

Special Agency Account

Chief Laucella noted the service has approximately \$30,000 in the Special Agency Account accrued mostly from classes held over the years with some other smaller donations included. He has been advised that this account can be used at the discretion of the commission which must

approve the expenditure. Chief Laucella noted if the FEMA grant is approved, the service would need approximately \$12,000 to cover the grant match from the town. FEMA will be awarding these grants starting the end of March through June. We have already passed through the screening process and are in the last stages of review. Motion was made by Mr. Lukianuk to authorize Chief Laucella to proceed with using funds from the Special Agency Account up to a ceiling of \$15,000. Seconded by Ms. Mayo. Approved unanimously.

Continuing Education Funding

Chief Laucella requested to use funds from the professional development accounts to help fund one day registration fees for volunteers to the CT EMS Expo which will be held at the Mohegan Sun May 29-31, 2014. After discussion, it was moved by Ms. Mayo to move \$1,200 from Account 556603 to Account 556601 for the purpose of funding one day registration fees to the Expo. Seconded by Mr. Lukianuk. Mr. Schietinger amended the motion to raise the maximum to \$3,000 in the event more people come forward requesting to be included. Motion approved unanimously as amended.

New Business

None.

Committee Reports

No committee reports. Chief Laucella noted that he has been working on internal operational committees as the addition of another layer of membership would need support of emergency management. Currently he has started a special operations group to respond to major incidents with training twice a month. He also has started a community outreach team to work on community projects such as CPR, health fairs and open houses.

Chief of Service Report

Chief Laucella distributed his report and noted the following:

1. TEMS had their third code save since August which is very unusual.
2. Ambulance accident was surrounded by unfortunate circumstances.
3. New equipment list from the state has been approved. We may need to purchase some additional equipment.
4. Vintech account may need to be reviewed within the next month to see where we stand and make arrangements for additional funding.
5. We are missing second calls on the overnights.

Budget Update

Chief Laucella noted the First Selectman cut the supply budget \$5,000, reconfigured the annual payment for the new ambulance, and cut the payroll account about \$16,000. He noted the staffing model currently used may have to be adjusted.

Adjournment

There being no further business, motion was made by Mr. Lukianuk, seconded by Mr. Wheeler, to adjourn the meeting at 7:52pm. Unanimous.

Respectfully submitted,

Barbara Crandall
Executive Administrative Assistant

EMS Update

Respectfully Submitted by:

Joseph Laucella- Chief

Call Volumes:

2013	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	TOTAL
Days	31	28	31	30	31	30	31	31	30	31	30	31	
Total calls	335	325	293	298	378	316	314	332	310	354	315	352	3922
TEMS Covered	265	237	243	267	345	296	299	316	282	330	291	331	3502
Percent covered	79%	73%	81%	90%	91%	94%	95%	95%	91%	93%	92%	94%	89%
Mutual Aid	66	86	50	31	33	20	15	16	28	24	24	21	414
Total response Times	x	x	x	x	x	x	8.5	7.41	7.5	7.2	7.3	7.2	
Transport Rate	x	x	x	x	x	x	x	71%	77%	71%	77%	70%	

2014	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	TOTAL
Days	31												
Total calls	347												
TEMS Covered	318												
Percent covered	92%												
Mutual Aid	29												
Total response Times	6.9												
Transport Rate	75%												

February Call Volume (2/1/2014-2/24/2014). TEMS was dispatched to 264 Calls- Currently covering 91% of the calls. Transport rate 78%.

New Volunteers in Training:

TEMS has eleven members training as EMT's. 2 of these people just received their certification card and will begin training this week. 2 current drivers successfully passed and are awaiting their EMR certification numbers so they can begin training in their new role. We have 1 new EMR who has been interviewed and awaiting his certification so he can begin training as well as another EMT candidate who will be interviewed this week.

We have a total of 8 FTO trainers who are working with new members so they can work on being cleared as a full duty EMT or EMR.

Vehicle Status:

901- In Service-

902- OOS- Blowing white smoke/anti-free smell- running problem free from 1/31- 2/23/2014

903- OOS- 2/24/2014- Leaking large amount of oil.

904- In service

Training:

The EMT Class is being held in conjunction with Fairfield University. The EMT students will start their clinical ride time in the next few weeks here in Trumbull.

There is an EMT Recertification class taking place the first weekend in March. We have a total of 17 students. 6 of them are members of TEMS.

TEMS offered a DCF Mandated reporting training on February 10th. This class was well attended by approximately 20 members.

TEMS also offered hospital protocol training as well as multiple sessions for OSHA, HAZMAT, and N-95 Fit testing. The last class was held on February 22nd. All members are expected to have this training by March 1, 2014.

In the Community:

Trumbull EMS provided CPR/AED training for approximately 30 Department of Public Works employees as well as approximately 10 town hall employees over the past month. All attendees enjoyed the classes and are better prepared to help the community in the case of an emergency.

Thank you to Jen DiJoseph, Vi Watson and Sheldon Yessenow for volunteering to provide ambulance standby coverage for a recent Valentines Dance at Trumbull High School.

Thank you to Gail Sawicki, Barbara Crandall and our Explorer Post for volunteering to provide standby coverage at a recent Color Guard competition.

I also want to thank all those members who helped up staff during the recent snow storms.