

**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  
March 25, 2014, 7:00pm  
Trumbull EMS Headquarters

**Present:** Commissioners: Chairman William Schietinger, 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 7:08pm by the Chairman followed by the Pledge of Allegiance. Mr. Schietinger congratulated Chief Laucella on completing his first year of service at Trumbull EMS.

**Past Minutes**

Motion was made by Ms. Mayo, seconded by Mr. Lukianuk, to approve the minutes as written. Discussion was held regarding the section titled "Executive Session". The minutes should reflect that no Executive Session was held. Executive Session should be replaced with Chief Evaluation. Approved unanimously as amended.

**Communications**

Schietinger noted that two e-mails were sent out by a Commissioner. Bill expressed his opinion that he did not respond to the e-mails as he feels most communications, especially those that deal with corrections or concerns to minutes, should be brought up and discussed during our regular meetings. Bill expressed concern that the second e-mail that was sent out did not include all the Commissioners and feels that any e-mail communication can be taken out of context and feels that it would be best if ideas or concerns should be addressed face to face. Bill asked for opinions and the group was in consensus that communications amongst the Commissioners should be in person at regular meetings.

Lengthy discussion was held regarding the above emails relating to the evaluation of Chief Laucella. It was noted that the EMS Chief has a direct report to the Chief of Police according to the town organizational chart. In other documentation, the EMS Chief appears to report to the First Selectman. It was felt this discrepancy should be clarified by the First Selectman. Chief Laucella noted that he does work closely with Chief Kiely on various projects and problems.

Motion was made by Ms. Mayo that the commission will work on the evaluation and receive the town input but the final evaluation will be done by the commission and forwarded to the First Selectman. Seconded by Mr. Lukianuk. After further discussion Ms. Mayo withdrew her motion. Motion made by Mr. Lukianuk that based on information obtained from the First Selectman regarding the organizational chart for EMS and the town, we will complete the evaluation in its entirety or complete the evaluation and forward it to the town for official review. Seconded by Mr. Wheeler. No further discussion. Approved unanimously.

### **RFP for Paramedic Contract**

Mr. Schietinger requested this topic be tabled as he needs to recuse himself and that would leave less than a quorum for discussion. He will send an email to the entire commission regarding a special meeting for next week to discuss the RFP's for paramedic coverage. Chief Laucella suggested that the sub-committee review the proposals to determine if interviews should be conducted.

### **Supplemental Appropriation**

Motion was made to add discussion of supplemental appropriation for staffing coverage to the agenda. Seconded by Mr. Lukianuk. Approved unanimously. Chief Laucella noted the Board of Finance is aware that supplemental funding will need to be approved to cover staffing costs for the remainder of the fiscal year. Funding was approved in the 2013-2014 budget prior to the changes made with staffing. Chief Laucella noted the Director of Finance has calculated the shortfall at approximately \$75,000. He would like to work with the Board of Finance to set the amount of funding required for the remainder of the year. Motion was made by Mr. Lukianuk to have Chief Laucella secure the appropriate funding by working with the Board of Finance to keep the service functioning at current levels for the remainder of the fiscal year, seconded by Ms. Mayo. Chief Laucella noted that the new budget has been cut \$16,000 in the staffing account which may result in changes being made at some point next fiscal year, if necessary. Motion approved unanimously.

### **Committee Reports**

Mr. Schietinger noted there was no report from the Evaluation Committee. Volunteer Recruitment and Retention Committee has not met. Discussion was held regarding the need for this particular committee as most of the work is currently being done by the Chief in this area. Chief Laucella noted that we have had very strong recruitment numbers in the past year and we have taken steps to change some processes. It was agreed that this topic would be covered under the Chief's Report in the future and will be taken off the agenda. The Evaluation Committee will be taken off the agenda once the evaluation process is completed and will be reactivated as necessary in the future.

### **Chief of Service Report**

Chief Laucella distributed his report and noted the following:

1. Call volume is increasing – the service had 20 calls that were three deep, 4-5 second calls on the overnight and 4<sup>th</sup> calls have also increased.
2. Volunteer coverage is increasing. Hoping to cover 3 nights with volunteers to decrease paid staffing. This staff could be scheduled during busier times for additional coverage.

3. Training and new members were recognized.
4. Vehicle status was discussed.
5. Inservice classes were discussed.
6. Thirteen volunteers will be attending the EMS Conference at the end of May.
7. Special events: Open House 5/17 will be a mini health fair.

Chief Laucella also thanked everyone for their support over the past year and noted that it is the support of the service that has helped to facilitate changes.

### **Donation to EMS**

Chief Laucella noted he has been in contact with a prospective donor to the service. This donor has requested a list of needs for the service which is being compiled. Recommendations include a Life Pack 15, Lucas machine, additional radios, extrication gear, Stryker stair chairs, bicycles and LED stream lights for the rigs. None of these items are currently in the budget. Chief Laucella will continue to work with the Finance Department and the donor regarding the purchase of any equipment.

### **Adjournment**

There being no further business, motion was made by Ms, Mayo, seconded by Mr. Lukianuk, to adjourn the meeting at 8:33pm. Unanimous.

Respectfully submitted,

Barbara Crandall  
Executive Administrative Assistant

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



# 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	28											
Total calls	347	307											654
TEMS Covered	318	280											598
Percent covered	92%	91%											92%
Mutual Aid	29	27											56
Total response Times	6.9	7.1											7
Transport Rate	75%	78%											76.50%

**February Call Volume (3/1/2014-3/23/2014).** TEMS was dispatched to 274 Calls- Currently covering 91% of the calls. Transport rate 77%.

## New Volunteers in Training:

TEMS has 12 members training as EMT's. 7 of these members have been here but haven't been consistently riding so it has taken them longer to work through the training process.

We also have two current members who just received their EMR certifications and will begin training in their new role. We congratulate Scott Robinson and Janet Freeburg on completing their EMR class and exam.

We also have one member who was a driver who is now cross training as an EMT. We congratulate Anthony Kolaric on successfully completing his EMT certification.

Four new members have just been cleared to ride as an EMT. We welcome Ellen Mullin, Greg Neilsen, Jack Zadrzewski, and Mike Paoletto who is also a per diem paramedic here at TEMS.

**Vehicle Status:**

901- In Service-

902- In Service

903- In Service

904- In service

**All vehicles have completed the State OEMS inspection as well have been inspected and registered. I would like to thank Karl Troesser from the Town Garage as well as Mike Delvecchio who have worked to ensure all vehicles made it Hamden for DMV inspections.**

**Training:**

The EMT Class is being held in conjunction with Fairfield University. The EMT students have started their ride time here at TEMS.

TEMS offered an Alzheimer's and Dementia training on March 20th. This class was well attended by approximately 20 members.

TEMS also offered an Incident Command Class on March 13<sup>th</sup>.

At this time we have 12 volunteers who have registered for the Connecticut EMS Expo taking place at the end of May 2014.

**In the Community:**

Trumbull EMS has started a new Outreach committee led by Lisa Deeds. Lisa and the team have been meeting for the past few weeks to discuss upcoming events including the TEMS open house taking place on May 17, 2014.

Thank you to Barbara Crandall for volunteering at a recent WGI Percussion event at Trumbull High School.

A tour of the ambulances and our building was conducted on March 18<sup>th</sup> for a local 4 year old pre-school class.