

**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  
February 3, 2015  
7:00 pm  
Trumbull EMS Headquarters

**Present:** Chairman William Schietinger, Commissioners Matt Wheeler, Diane Mayo, Philip Lukianuk

**Absent:** Commissioner Joel Hirshfield

The meeting was called to order by the Chairman at 7:45pm followed by the Pledge of Allegiance.

**Past Minutes**

Motion was made by Ms. Mayo seconded by Mr. Lukianuk, to approve the minutes of December 15, 2014 as written. Approved unanimously. Motion was made by Mr. Wheeler, seconded by Ms. Mayo, to approve the minutes of the Special Meeting held on January 5, 2015 as written. Approved unanimously.

Mr. Schietinger moved to change the agenda order and move the discussion of the RFPs to the end of the meeting as he will need to recuse himself for the discussions. Seconded by Ms. Mayo and approved unanimously.

**Old Business**

1. Policy Changes – Updated draft of the policy changing the tax abatement requirement from 40 shifts to 120 hours was distributed. Updated draft of the policy regarding under 18 year old EMTs being able to work as a second crew member was distributed. Both drafts will be reviewed and discussed at the next meeting. Updated draft of the policy regarding changing the driving age to 21 will be reworked and distributed at the next meeting for review.

**New Business**

1. Election of Officers – Ms. Mayo moved to nominate William Schietinger as Chairman of the TEMS Commission. Seconded by Mr. Wheeler. Motion was made by Ms. Mayo to appoint Mr. Schietinger as Chairman of the TEMS Commission, seconded by Mr.

Lukianuk, and approved unanimously. Mr. Schietinger moved to nominate Diane Mayo as Vice-Chairman of the TEMS Commission. Seconded by Mr. Lukianuk. Motion was made by Mr. Schietinger to appoint Ms. Mayo as Vice-Chairman of the TEMS Commission, seconded by Mr. Wheeler and approved unanimously.

2. Transfer of Funds – Chief Laucella discussed the need for the transfer of funds from the professional account to the program supplies account in the budget. Several factors have contributed to this transfer requirement including program supply purchases for both ALS and BLS and the increase in call coverage. Both have caused an increase in supply orders. A reduction in the paramedic contract due to the fact they no longer supply any ALS supplies has left approximately \$37,000 in the professional account. Discussion was held regarding the increase in call volume and the increase in paramedic intercepts. Chief Laucella noted that one additional paramedic was hired for a 24 hour period during one of the recent snow storms. After further discussion, Ms. Mayo moved to transfer a total of \$23,000 from the professional account (01022600 522202) into the program supply account (01022600 534402) to cover the additional supply costs. Seconded by Mr. Lukianuk and approved unanimously.

### **Chief's Report**

Chief Laucella distributed his report to the Commission. Additional discussion included the Comstar billing and revenue numbers. The insurance carrier percentages have shifted with an increase to an 11% no insurance number over the past six months (7.4% previously). Mr. Schietinger requested some additional information to help decipher these numbers better; specifically the number of transports in each category and the net transportation rate.

Mr. Schietinger left the meeting at 8:45pm. At that time, there was no quorum.

### **RFPs for Staffing**

Chief Laucella distributed two RFPs for commission review for EMS Staffing. These RFPs are updated from previous submissions. He is recommending a return on March 17, 2015 for discussion and approval at the March Commission meeting. Chief Laucella will work with the Purchasing Agent to publish the two RFPs for staffing.

### **Adjournment**

Motion was made by Mr. Lukianuk, seconded by Mr. Wheeler, to adjourn the meeting at 8:56pm. Approved unanimously.

Respectfully submitted,

Barbara Crandall  
Executive Administrative Assistant

These minutes are considered a draft until approved at the next meeting of the Trumbull Emergency Medical Commission.

Chief of Service

EMS Report

February 2, 2015

**2015 Stats**

	2015	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	TOTAL
Days		31												
Total calls		382												382
TEMS Covered		348												348
Percent covered		92%												92%
Mutual Aid		92%												92%
Total response Times		7%												7%
Transport Rate		75%												75%
ALS Intercept		21												21

**2014 Stats**

	2014	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		347	307	378	350	355	359	349	303	317	348	306	333	4052
TEMS Covered		318	280	346	325	331	331	311	286	298	322	282	314	3744
Percent covered		92%	91%	92%	93%	93%	92%	89%	94%	94%	93%	93%	94%	93%
Mutual Aid		29	27	32	25	24	28	38	17	19	26	24	19	308
Total response Times		6.9	7.1	7	7.1	7.2	7.2	7.2	7.2	6.9	7.3	7.6	7.1	7.2
Transport Rate		75%	78%	79%	80%	75%	75%	78%	75%	76%	76%	75%	75%	76%
ALS Intercept		6	16	14	17	14	11	19	12	21	13	9	9	161

**New Volunteers in Training:**

TEMS has 11 new members who are in training. We currently have two applicants who are awaiting interviews.

The EMT class being held in partnership with Fairfield University has just begun. We have 25 students who are entering their third week of class. A good number of these students expressed their interest in volunteering once they have completed the class.

Approximately 7 students from the fall EMT class have successfully completed their state testing and we have had contact with a few of those students who are in the process of applying to TEMS.

### **Vehicle Status:**

All vehicles are in service.

Old 903 was taken out of service and the new Sprinter (903) passed all state inspections and is now in service.

Aquarion water company graciously donated a 2007 Chevy 2500 Utility body pick-up truck with lift gate and plow. The town accepted the donation and it has been assigned to EMS to assist with Special Operations and MCI deployment of equipment. The truck will be registered soon and will be equipped with MCI equipment and supplies. We would like to thank Aquarion Water for the donation.

### **Equipment Update:**

**A \$65,000 donation was received in December from a donor who wishes to remain anonymous. Trumbull EMS has been working with this donor for some time creating a plan to purchase new and improved equipment. The purpose of this donation is to purchase equipment that our crews believe is necessary to assist them in day to day operations. This is the same donor who donated \$35,000 that was used to purchase the two new Lucas devices. Words can't express our appreciation for such a generous gift.**

3 new Stryker Stair Chairs have been ordered and will replace older model chairs that we currently have in service on 901, 902, and 903. 904 was equipped with a new stair chair when we added the fourth ambulance in 2013. The three new chairs cost approximately \$10,000 and were purchased using donated funds.

Two new ALS gear bags were ordered that will allow us to add a second paramedic on duty during shift changes or as needed. 1 BLS gear bag was ordered that will be used for standby coverage or shelter standby coverage. This equipment was also purchased with donated money. The cost is approximately \$1100.

Nine new Motorola HT1250 radios are being purchased to replace aging portable communication equipment in all response vehicles. We will be adding a second portable radio to each ambulance to ensure two staff members have communication with dispatch when outside their vehicle. This will assist by improving crew safety and communications with dispatch. This equipment will cost approximately \$8,000. These are also being purchased using donated money.

### **Upcoming Events/Training:**

TEMS will begin new Medical Control training and upgrade the level of service to include Narcan, CPAP and Aspirin Administration. Once training is completed and our medical control upgrade paperwork is completed, the new equipment will be on all ambulances and will be available to the BLS provider. The

training will consist of both online presentations and classroom practical assessments. We hope to have all training completed by March 1, 2015.

A CEVO driving class has been scheduled for February 4, 2015. The driving class is a prerequisite to those who are interested in starting driver training.

A Pediatric Class has been scheduled for members on February 19, 2015. Paramedic Max Spitzer will be leading the continuing education training for all members.

An EMT/EMR refresher has been scheduled for March 27<sup>th</sup> – March 30<sup>th</sup>.

#### **Recent Events:**

TEMS hosted its 1<sup>st</sup> Annual Awards Recognition Dinner on Friday January 9, 2014. Accommodation bars were given to many staff members for various accomplishments. The dinner was well attended and we received a lot of positive feedback and appreciation by our members.

TEMS has been meeting on a regular basis and advising the new EMS Club at Trumbull High School. We have seen approximately 20 high school students attend the club meetings.

Multiple community CPR and First Aid classes have taken place at TEMS during the month of January. I would like to thank all the members who have been assisting with those classes.

The recent Blizzard was a good test for our service for mobilizing resources, operating with the town Emergency Operations Center and deploying our resources. TEMS began to up staff on Monday January 26<sup>th</sup> and had extra staffing available through January 28<sup>th</sup>. Crews made up of volunteer and staff provided 250 man hours of coverage for the duration of the event. Four ambulances were staffed and two paramedics were on duty for a majority of the event. The anticipated record breaking storm changed direction which allowed for a lot less snow than predicted throughout the duration of the event. Crews covered 31 calls during the duration of the event.

TEMS volunteers rode a total of 229 shifts (minimum 687 hours) in December. TEMS volunteers rode a total of 254 shifts (minimum 762 hours) in January.

TEMS volunteers rode a total of 2205 shifts (minimum of 6,615 hours) in 2014. Thank you to all those volunteers who have been riding and helping with our community events.

