

**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
April 28, 2015
7:30 pm
Trumbull EMS Headquarters

Present: Commissioners Matthew Wheeler, Philip Lukianuk, Joel Hirshfield, Thomas Kiely Jr., Diane Mayo and Dr. Shea Gregg

Also present: Chief Joseph Laucella

Absent: Commissioner William Schietinger

The meeting was called to order by Vice-Chairman Diane Mayo at 7:30 pm.

Public Comment

No public comment.

Past Minutes:

Minutes of March 24, 2015 were reviewed. Dr. Gregg noted his last name is spelled with a double "g". Motion was made by Mr. Wheeler to accept the minutes of March 24, 2015 as amended. Seconded by Mr. Lukianuk. Minutes were approved by all commissioners with Commissioner Mayo abstaining.

Budget Update

Chief Laucella reviewed the current budget status. He noted the deposit amounts are slowing down. There are nine deposits remaining in the current fiscal year which will need to be at least \$28,000 each to meet revenue projections. The Chief noted he has been doing comparisons with last year and noted to date, we are approximately \$1,000 behind in revenue. Discussion was held regarding co-pays and Medicare payments from the nursing homes in town. He noted the billing company is doing a great job and he has requested they provide him with statistics which will be forwarded to the commission upon receipt.

Budget line items are on target. Uniform account will be maxed out with the purchase of new jackets and uniforms for staff. ALS medic intercept budget has been increased to cover the projected call coverage until the end of the year. Program supplies should be sufficient although

Chief Laucella noted next year's budget may be short because of the potential change in staffing. The telephone budget has been cut with the reduction of the T1 line.

Donation funds were discussed. Equipment purchased included stair chairs, radios, Lucas devices, turnout gear, TV monitors. Other equipment purchases are being discussed such as a new training manikin and projector for the classroom.

Chief's Report

Chief Laucella distributed his report noting the following:

1. Another cardiac arrest save has been documented.
2. EMS Week is in May. He wanted to do a project that would impact the community. Last year, EMS hosted an open house. This year, we will be training every eighth grader in hands only CPR. This will take place at Hillcrest Middle School May 21 and 22 and at Madison Middle School on June 9 and 10. Chief Laucella noted that the first week in June is AED/CPR Awareness Week so it is very fitting that we are conducting this training during that time.
3. The EMT Class is moving forward for the summer. There is considerable commitment of time for instructors and that is being worked out.
4. Clean up of the facility was conducted on April 23. Additional days will be scheduled to complete some projects.

New Business

1. Discussion and possible action – Use of Special Agency Fund for EMS Week. Chief Laucella noted the service has received donations from patients and their families as well as revenue from CPR/FA classes conducted that have been placed in the Special Agency Fund. Chief Laucella would like to do something for EMS week and he feels the donations were given to the membership for a job well done and deserve recognition. He would like to provide each staff member with a tee shirt and host a BBQ during EMS Week. This would be held on May 21 at one of the town parks. It was moved by Mr. Kiley to approve up to \$1800 to spend on the tee shirts and BBQ for EMS Week. Seconded by Mr. Lukianuk and approved unanimously.
2. Ms. Mayo questioned the usage of Special Agency Funds for the CT Expo. Chief Laucella noted he had discussed earlier the possibility of using some of the funds to reimburse staff who attend the Expo should the expenses exceed the \$3,000 in the operating budget.
3. Discussion and possible action – New Ambulance RFPs. Chief Laucella noted only one vendor submitted a proposal which was AEV. He noted this vendor provided the two Sprinter ambulances we purchased in the last year. Chief Laucella discussed some of the specs of the ambulance noting that other vendors may not have been able to provide a vehicle in the time frame requested in the RFP. The purchase of this ambulance is in the capital budget. Chief Laucella recommended approval to purchase the ambulance from AEV. In addition, the ambulance will need graphics, new radios and a new power stretcher. This would bring the total purchase price to approximately \$170,000 which is below the amount approved for the ambulance in the capital budget. Motion was made by Mr. Hirshfield to approve the purchase of the AEV ambulance as recommended by Chief Laucella according to the specifications on the bid proposal. Seconded by Mr.

Wheeler. Discussion was held regarding the additional components of the ambulance. Mr. Hirshfield amended his motion to also include in the purchase the ambulance graphics, new radios and power stretcher for an amount not to exceed \$175,000. Seconded by Mr. Wheeler and approved unanimously. Chief Laucella was commended for all the work he did to put together the specifications on such short notice.

4. Discussion and possible action – Addition of Second Paramedic. Chief Laucella noted that Danbury Ambulance provided an hourly rate of \$34.00 to provide a second paramedic for the service. This rate was negotiated down to \$31.00. This rate would be for the first year only. Subsequent years would need to be negotiated. Chief Laucella noted he projected a \$34.00 per hour rate in the budget. Potential scheduling was discussed. Chief Laucella noted he is looking at an 8am-4pm shift which would be compatible to the BLS schedule. Chief Laucella noted this would be an addendum to the current paramedic contract for one year with an option to extend to year two. He recommended that the contracts for ALS and BLS staffing end at the same time. Dr. Gregg motioned to approve the second paramedic at a cost of \$31.00 per hour for one year with an option for one additional year. Seconded by Mr. Lukianuk and approved unanimously.
5. Discussion and possible action – EMT staffing RFPs. Chief Laucella presented to the commission the proposals from the three vendors to BLS coverage. He noted the following:
 - a. Vintech proposal: \$22.23 for the first year; \$22.90 for the second.
 - b. ERM proposal: \$22.50 for the first year; \$22.75 for the second.
 - c. Priority Staffing: \$20.00 for the first year; \$20.60 for the second.

The commissioners discussed the information provided at the Special Meeting held prior to this regular commission meeting from the three vendors.

The following points were discussed:

1. Mr. Hirshfield questioned the statement in one vendor's proposal regarding the comment that they have not been subject to any investigations, action, sanctions or judgements... He asked Chief Laucella if he was aware of any actions being taken against any of the other vendors. The Chief noted he had heard that one of the other vendors had a labor issue with regard to paid staff working as volunteers. This is currently being reviewed.
2. Commissioners liked the full-time component provided by two of the vendors noting that this continuity and on-site decision making was critical.
3. The current vendor compensates its FTOs for all the training they do at TEMS which is a positive.
4. Add-ons, other than late calls, are not an issue for any of the vendors.
5. Commissioners were impressed with the coverage provided by the current vendor, including the management component, the professionalism of the staff, the training component offered to the service for the volunteers and the retention of staff since the beginning of their contract.
6. Commissioners were concerned about the need to hire more staff to cover the service, which would more than double the existing staff for one company.
7. Commissioners were concerned about how staff would be assigned, how staffing requests would be handled on short notice and the fact that

management of two vendors stated they often cover hours when there are open hours.

After additional discussion of the previous meeting presentations, the commissioners felt they were comfortable with the current vendor, Vintech, who has provided excellent coverage to the service for the last two and a half years. They felt the rates per hour were competitive, they liked the idea of a full-time supervisor on site 36 hours per week with an additional supervisor to be assigned for the weekend to make critical decisions, and the training component, including the idea of FTOs being active in the organization to train the volunteer staff and the fact that on-line training is available to volunteers. It was moved by Mr. Wheeler to accept the proposal from Vintech for the next two years as our EMT provider. Seconded by Mr. Lukianuk and approved unanimously.

Next Meeting

The meeting scheduled for May 26, 2015 was cancelled due to scheduling conflicts. The next meeting will be held on June 23, 2015.

Adjournment

There being no further business, motion was made by Mr. Hirshfield, seconded by Dr. Gregg, to adjourn the meeting at 8:40 pm. Approved unanimously,

Respectfully submitted,

Barbara Crandall
Executive Administrative Assistant

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

Chief of Service

EMS Report

April 28, 2015

2015 Stats

	2015 Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	TOTAL
Days	31	28	31										
Total calls	382	334	390										1106
TEMS Covered	348	309	359										1016
Percent covered	92%	93%	92%										93%
Mutual Aid	34	25	31										90
Total response Times	7%	7.30%	7.3										7.20%
Transport Rate	75%	79%	77%										77.00%
ALS Intercept	21	13	17										51

Call Volume- April 1st- April 27th - 314 calls

TEMS covered- (92%)

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 8 new members who are in training.

Vehicle Status:

902 is Out of Service.

Equipment Update:

9 new portable HT 1250 radios have arrived. All radios are engraved and are now identified with CMED. When the crew transmits, CMED could identify and see who is speaking to them. The radios also include

an Emergency Call button that a crew can activate in an emergency which will activate a police response to their location.

10 new helmets arrived that will replace aging safety helmets. These helmets were ordered with EMS turn out gear. The gear is anticipated to arrive in the next 60 days.

Upcoming Events/Training:

TEMS has continued the Medical Control training that includes Narcan, CPAP and Aspirin Administration. All staff had the online training and multiple practical sessions are being completed at this time for a roll out of the new medication and equipment.

An EMT/EMR refresher class took place at TEMS from March 27th- March 30, 2015. The refresher had 24 students from TEMS, TFD and TPD.

18 staff members from TEMS are expected to attend the CT EMS Expo on May 29 & 30th.

TEMS is excited to announce "Hands Only CPR Training" for all 8th graders in the Town of Trumbull. TEMS has been working with the school nurses and school administrators to coordinate the event. TEMS will be at Hillcrest Middle School on 5/21 & 5/22 and Madison Middle School on 6/9 & 6/10. TEMS staff will spend 45 minutes with each class during their gym period to train all 8th graders in CPR.

Recent Events:

Multiple community CPR and First Aid classes have taken place at TEMS during the spring. I would like to thank Barbara Crandall and our members who have been assisting with those classes.

I would like to thank all the staff of Trumbull EMS who recently came to a work party at TEMS. We had approximately 15 staff members in attendance that helped clean and power-washed the bays, garage doors, helped clean closets, trucks and helped with other spring cleaning chores.

TEMS volunteers rode a total of 380 shifts (minimum 1140 hours) in February and March.

Thank you to all those volunteers who have been riding and helping with our community events.