

**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 1, 2016 7:00 pm  
Helen Plumb Building

**Present:** Chairman, William Schietinger; Commissioners Matthew Wheeler, Joel Hirshfield, Philip Lukianuk, Diane Mayo and Dr. Shea Gregg

Also Present: Chief Joseph Laucella

Absent: Commissioner Thomas Keily, Jr.

The meeting was called to order by Mr. Schietinger at 7:15 pm followed by the Pledge of Allegiance.

**Public Comment**

No Public comment.

**Past Minutes**

Motion was made by Mr. Wheeler, seconded by Mr. Hirshfield, to approve the minutes of January 26, 2016 as written. Approved.

**Old Business**

Driver Policy – no update. Chief Laucella stated he has not been able to meet with the Risk Manager because of budget preparation.

**New Business**

1. Special Agency Account – Chief Laucella discussed the following:
  - a. Composite Picture – Chief Laucella would like to take a second composite picture of the members and include the commissioners. The last picture was done approximately two years ago as a demo project for a friend. Quote states a four hour window, pictures of all members/commissioners and a digital file with all pictures. He would also like to place this picture in the paper as a thank you during EMS Week. After discussion, it was agreed the Chief would secure an

additional quote for the same work. This will be placed on the agenda for the next meeting.

- b. CT Expo – Chief Laucella noted he would be attending a conference in Boston on the Paris attacks which will be taken out of the Professional account. After this expense, there should be approximately \$3,500 to be used towards members who would like to attend the CT Expo. He currently has 13 members interested, most for both days of the main expo. As he considers all crew members one team, he would like to extend the opportunity to the paid staff. The money in the Special Agency Account contains donations which are received for crew member recognition on calls by patients. The Commissioners discussed whether this money should be used only for the volunteers or if the paid staff should be included. Most were in favor of including all crew members as it is a learning situation for everyone and the attendees could bring back information to be shared. It is an investment in the town. It was suggested that Chief Laucella check with the town attorney regarding the legal ramifications of using it for the paid staff. This will be included on the agenda for the next meeting.
  - c. EMS Week – Chief Laucella requested funds to be used for EMS Week. He would like to do a BBQ in the park with a food truck. Motion was made by Ms. Mayo, seconded by Mr. Lukianuk, to allot up to \$1,600 for EMS Week for food and ancillary expenses. Approved unanimously.
2. Ambulance Purchase – Chief Laucella noted the Capital Budget was moved through the Board of Finance and the subcommittees. It will be presented at the Town Council meeting on March 7 for approval. A letter had previously been sent to AEV to hold the price of the new ambulance to the price of the last ambulance which was \$151,960. Once the budget is approved, the town will move forward with the purchase through emergency legislation which allows them to place a purchase order with the vendor after only seven days instead of the usual fourteen. AEV would like to showcase our ambulance at the CT Expo so they will be pushing the production to have it ready for an end of May delivery with everything except radios.
3. Power Load/Stretcher Retention System – Chief Laucella noted that OEMS specifications have changed with regard to stretcher retention systems. There are currently two retention systems which can be used in the new ambulance. There is a manual retention system which requires the stretcher to be loaded by the crews but the stretcher is more secure once in the ambulance. Cost is approximately \$4,700. The second option is the power load system which is fully automatic and lifts the patient and stretcher into the ambulance through a hydraulic system. Both systems are manufactured by Stryker and are the only options allowed by the State of CT. Chief Laucella noted he has had several conversations with the vendor and has been quoted a total cost of \$22,200 for the power load, retrofitted stretcher and installation. There would be two additional charges from AEV for installation and a power cord for approximately \$410. After consideration of both systems, the Chief is requesting approval to purchase the power load system as quoted by Stryker. This will put us approximately \$3,000 over budget for the ambulance. Discussion was held regarding the prevalence of back injuries, patient weight and the reduction of liability to the crew and patient. Concern was voiced with regard to repair of the system and the down time of the ambulance since the other stretchers are not compatible with the new system. It was recommended that the other stretchers in the

fleet be upgraded for the purpose of safety for the crew and patient with the manual retention system. EMS would need to budget approximately \$18,000 for the upgrade of the other three ambulances.

The following motions were made by the Commission regarding the ambulance and stretcher retention system:

- a. Motion made by Mr. Hirshfield, to confirm the prior discussion, to approve the purchase of a new ambulance, a 2016 GMC 3500 Cutaway chaise from AEV. Seconded by Dr. Gregg and approved unanimously.
  - b. Motion made by Mr. Hirshfield to approve the purchase of the power load system as quoted by the vendor to Chief Laucella. Seconded by Ms. Mayo and approved unanimously.
  - c. Motion made by Mr. Hirshfield to allot additional funds up to \$5,000 from the Special Agency Account for costs to complete the ambulance for a turnkey delivery. Seconded by Mr. Lukianuk and approved unanimously.
4. Paramedic Vehicle – Chief Laucella noted \$60,000 has been requested in the Operating Budget for the new paramedic vehicle. Several options have been reviewed and a decision has been made that the public safety model of the Tahoe is best suited for this vehicle. Cost is approximately \$36,000. Chief Laucella noted quotes have not been solicited for outfitting the vehicle which would cost approximately \$13,000. Motion was made by Mr. Hirshfield to purchase a 2016 Chevy Tahoe appropriately outfitted and turnkey delivery. Seconded by Ms. Mayo and approved unanimously.
  5. Billing RFPs – Chief Laucella noted 14 proposals for billing were received by the town. The Commissioners reviewed the proposals. The Commission agreed to interview four of the companies, requesting a ten minute presentation with Q&A. Several suggestions were made for criteria to discuss at the interviews. The Commissioners will send their suggestions to the Chief who will prepare the information. It was agreed to cancel the regularly scheduled Commission meeting on March 22 and reschedule for March 29 to give the individuals time to prepare their presentations and make travel plans.
  6. Chief Laucella noted \$21,550 was removed from the Ancillary Account, which includes the Comstar payments for collections. This was discovered by the Board of Finance at the budget hearing and Mrs. Pires, Finance Director, stated it was removed in error. Chief Laucella also noted that \$37,000 was removed from the Professional Account for EMS staffing. This reduction may mean the service may not be able to run a third car all week. However, if the service is lean with overages, we should still achieve the staffing model with some modifications.
  7. Chief Laucella noted he may need to do a transfer of funds into the medical supply account within the next two months.
  8. Collections are up at this point for the year. The Board of Finance did question if the service was considering becoming an enterprise fund. Data from this year could determine if this is feasible since we would be running the staffing model for expanded coverage.
  9. Funding is in the Capital Plan for a building study (\$50,000) and potential expansion of the EMS facility.

**Chief's Report**

Chief Laucella distributed his report to the Commissioners.

**Adjournment**

There being no further business, motion was made by Mr. Wheeler, seconded by Ms. Mayo, to adjourn the meeting at 9:30 pm. Approved unanimously.

Respectfully submitted,

Barbara Crandall  
Executive Administrative Assistant

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

Chief of Service

EMS Report

March 1, 2016

**2016 Stats**

2016	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	TOTAL
Days	31	29											
Total calls	377	359											736
TEMS Covered	358	340											698
Percent covered	95%	95%											95%
Transports	280	267											547
Mutual Aid	19	19											38
Total response Times	7%	7.30%											7.30
Transport Rate	78%	79%											
ALS Intercept	8	4											12

**2015 Stats**

2015	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	382	334	390	341	363	392	349	345	366	410	339	338	4349
TEMS Covered	348	309	359	317	334	359	326	325	350	377	317	320	4041
Percent covered	92%	93%	92%	93%	92%	92%	93%	94%	96%	92%	94%	95%	93%
Transports	260	244	278	252	249	272	245	259	251	278	250	239	3077
Mutual Aid	34	25	31	24	29	33	23	20	16	33	22	18	308
Total response Times	7%	7.30%	7.3	7.2	7.3	7.4	7.1	7.4	7.2	7.2	7.3	7.1	7.20
Transport Rate	75%	79%	77%	80%	75%	76%	75%	80%	70%	74%	79%	75%	76.00%
ALS Intercept	21	13	17	11	13	20	1	3	6	2	7	4	118

**New Volunteers in Training:**

TEMS has 8 members who are in training. The organization just interviewed 8 new candidates for membership.

**Vehicle Status:**

904 is out for service and repair.

**EMT Class Update:**

The TEMS EMT class that began at Trumbull EMS on January 19<sup>th</sup> is going very well. All students are doing well on exams and they just finished their clinical ride time. I want to thank all the instructors and members who are helping with the class. I have heard nothing but positive feedback from the students who are all having a great experience.

The EMT class we have in partnership with Fairfield University started January 18<sup>th</sup> and has 22 students enrolled. They will begin their ride time with Trumbull EMS later this month.

**Upcoming Events:**

**TEMS is hosting an EMT/EMR Refresher the weekend of March 12, 2016.**

**We will be offering an OBGYN Continuing Education class on March 3, 2016 at 1800 hours for members and our staff.**

**Recent Events:**

TEMS assisted in teaching and certifying 20 Police Explorer Members in CPR.

TEMS provided ambulance/EMT standby coverage for the WGI Percussion Show at Trumbull High.

A First Aid Merit Badge class was held for a local boy scout troop.

**Thank you to all those volunteers who have been helping to staff ambulances, assisting with community education and providing medical coverage at standby events.**