

**TOWN OF TRUMBULL
CONNECTICUT**

Trumbull Emergency Medical
Service Commission

Diane Mayo, Chairman



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

Leigh Goodman, Chief

Trumbull Emergency Medical Service Commission
February 13, 2020
7:00 pm
Nichols Room, Trumbull Town Hall

Present: Chairman Diane Mayo, Commissioners Jeffrey Pranger, Philip Lukianuk and Thomas Kiely, Jr.

Also Present: Chief Leigh Goodman

Absent: Joel Hirshfield, Matthew Wheeler, and Dr. Shea Gregg

The meeting was called to order at 7:05 pm by Chairman Mayo followed by the Pledge of Allegiance.

Public Comment

No public comment.

Past Minutes

Motion was made by Mr. Pranger to approve the Commission minutes of December 11, 2019 as written. Seconded by Mr. Kiely and approved unanimously.

Chief's Report

Chief Goodman noted the following:

1. The Annual Report was submitted to the Town as required.
2. Staff Appreciation Dinner was held on January 18. Several awards were distributed for years of service, patient care and community involvement.
3. Community engagement is great. Several classes have been scheduled on various topics.
4. EMT class has started and is going well. The faculty is committed to providing quality instruction to the students.
5. Chief Goodman attended a meeting at UCONN Storrs with members of Backus Hospital and legislators to discuss sports safety and the prevention of sudden cardiac arrest, traumatic brain injury and exertional heat stroke. She met with the Trumbull High School Athletic Department to review their action plans. A plan was put into place to use their tanks to do cool therapy at events such as Trumbull Day as they have everything on site already. If there were any exertional heat stroke patients in the Valley with a long extrication, a plan is in place to have the fire department retrieve the tank and the ice for those patients. EMS will be doing joint training on this topic.
6. The new Office Manager has been announced and will start on March 2, 2020. There is a meet and greet on February 25 at EMS for staff. Commissioners were invited to stop by between 5:30 and 6:30 pm.

7. Chief Goodman noted a draft of her policy re-write will be presented at the next Commission meeting which will include a policy on visitors to the premises.

Old Business

Building Security Update – Chief Goodman noted the Town Council approved \$26,000 for security cameras and badge access. Installation will begin soon. Repurposing of cameras and work done through the IT Department brought the cost down.

Executive Session

Motion was made by Mr. Lukianuk to enter into Executive Session at 7:15 pm to discuss a general summary of the proposed draft budget and pending claims/litigation. Seconded by Mr. Pranger and approved unanimously. Those included in the discussion were Diane Mayo, Jeffrey Pranger, Philip Lukianuk, Thomas Kiely, Jr., Chief Leigh Goodman and Barbara Crandall. Motion was made by Mr. Pranger to exit the Executive Session at 7:50 pm. Seconded by Mr. Lukianuk and approved unanimously.

New Business

1. Discussion and Approval of Special Agency Funds for Medical Refrigerator and Associated Equipment – Chief Goodman noted Trumbull Car 1 and Paramedic vehicle 905 need to have heaters installed to provide the appropriate temperature control during the cooler months. Fleet management provided quotes for the installation of heaters and plugs for the vehicles which will cost approximately \$500. Motion was made by Mr. Kiely to approve up to \$1,000 from the Special Agency Fund for the installation of the required heaters and plugs in the two mentioned vehicles. Seconded by Mr. Lukianuk and approved unanimously.
2. Discussion and Approval of Special Agency Funds for Staff Recruitment and Marketing Initiatives – Chief Goodman noted re-usable shopping bags were purchased as well as badge holders for the new FOBS to the building. Motion was made by Mr. Lukianuk to approve up to \$1,200 from the Special Agency Account for marketing initiatives and staff recruitment. Seconded by Mr. Pranger and approved unanimously.
3. Election of Officers – Motion was made by Mr. Pranger to approve the current slate of officers for the upcoming year – Diane Mayo as Chairman and Joel Hirshfield as Vice-Chairman. Seconded by Mr. Kiely. Both Commissioners had agreed to retain their positions. Motion approved unanimously.
4. Announcement of new Office Manager was previously discussed.

It was agreed that the scheduled Commission meeting on February 25 would be cancelled unless there was pressing business to discuss.

Adjournment

There being no further business, motion was made by Mr. Pranger to adjourn the meeting at 8:05 pm. Seconded by Mr. Lukianuk and approved unanimously.

Respectfully submitted,

Barbara Crandall
Clerk