

**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
March 26, 2019
7:00 pm
Trumbull Town Hall

Present: Chairman Diane Mayo, Commissioners Dr. Shea Gregg, Jeffrey Pranger, Matthew Wheeler, Philip Lukianuk

Also Present: Chief Leigh Goodman, Barbara Crandall

Absent: Joel Hirshfield and Thomas Kiely, Jr.

The meeting was called to order at 7:00 pm by Chairman Mayo followed by the Pledge of Allegiance.

Public Comment

No public comment.

Past Minutes

Motion was made by Mr. Wheeler to approve the EMS Commission minutes of February 26, 2019 as written. Seconded by Mr. Pranger and approved with one abstention from Dr. Gregg.

Chairman Mayo requested the Executive Session to discuss the new staffing contract be moved to the last item on the agenda. All commissioners approved.

Chief's Report

Chief Goodman reviewed her report (copy is attached to the minutes).

Old Business

1. Update on new Ambulance – Mrs. Crandall reported the new 901 passed inspection by the State OEMS. The next step is DMV inspection.
2. Update on Holdsworth Agreement – Chief Goodman noted the first meeting is scheduled for Thursday, March 29 with the Holdsworth Group. Information is being gathered for this initial meeting. Funding was approved from the EMS budget. Total audit time is 18 hours.
3. Update on RFP for Billing – RFP closes on April 3 with bid opening at 2pm. Two addendums have been submitted with additional information. With regard to billing and collections, Mr. Lukianuk spoke with four different agencies regarding their collection policy and gave a brief overview of his findings.
4. Update on Building Renovations – Chief Goodman noted she will be working on this project to devise a plan that includes all the service needs such as bay space and security.

5. Update on Account Write-off Policy – Chief Goodman noted she distributed a draft policy to the Town and Commission for review has not had any feedback. Both the Commission and the Town need to agree on a policy to write-off account balances considered uncollectible debt. Chief Goodman will resend to the Commission for review with discussion at the April meeting.

New Business

1. Board of Finance Meeting – Budget review will be April 2 at 8:30 am in the Long Hill Conference Room.
2. Update of Paramedic Supervisor’s Position – Posting of position closes on March 27. All applicants who have applied to date meet the qualifications as outlined. Chief Goodman will be discussing the next steps with HR. It is hoped the position will be filled within the next few weeks.
3. Discussion of Volunteer Paramedics – Chief Goodman discussed the possibility of having volunteer paramedics. Details of the arrangement will need to be solidified and insurance and Worker’s Comp would need to be addressed.
4. Discussion and Approval of Requests from Special Agency Account:
 - a. EMS Week Picnic – Chief Goodman noted the \$500 allocated for the EMS Appreciation Dinner in January was not used and requested it be re-allocated for the EMS Week activities. Motion was made by Mr. Wheeler to approve the re-allocation of the \$500 and to approve an additional \$1,500 towards EMS Week activities for the staff from the Special Agency Account. Seconded by Dr. Gregg and approved unanimously.
 - b. Open House – Motion was made by Dr. Gregg to approve \$500 from the Special Agency Account for Open House activities on May 18. Seconded by Mr. Lukianuk and approved unanimously.
 - c. Stop the Bleed – Motion was made by Mr. Wheeler to approve \$1,500 from the Special Agency Account for Stop the Bleed equipment/supplies. Seconded by Mr. Pranger and approved unanimously.
 - d. Medic Bags and Medication Bags – Motion was made by Mr. Lukianuk to approve \$2,000 from the Special Agency Account for four sets of medic bags and medication bags. Seconded by Dr. Gregg and approved unanimously.
5. Evaluation of Chief Goodman – The Commission completed the evaluation request of the HR Department. Paperwork will be forwarded to Mr. Haselkamp.

Executive Session

Motion was made by Mr. Wheeler to enter into Executive Session at 8:10 pm to discuss the new staffing contract. Seconded by Mr. Lukianuk and approved unanimously. Present at the Executive Session were Commissioners Mayo, Gregg, Wheeler, Pranger and Lukianuk, Chief Goodman and Barbara Crandall.

Motion was made by Mr. Lukianuk to exit the Executive Session at 8:50 pm. Seconded by Dr. Gregg and approved unanimously.

Adjournment

There being no further business, motion was made by Mr. Wheeler to adjourn the meeting at 8:50 pm. Seconded by Mr. Pranger and approved unanimously.

Respectfully submitted,

Barbara Crandall
Executive Administrative Assistant

TEMS COMMISSION REPORT

03/26/2019 ONE TOWN ONE TEAM

NEONATAL RESUSCITATION

Trumbull EMS proudly hosted paramedics from around the State of Connecticut to take this important class using evidence based approaches to care of the newborn at birth. Trumbull Paramedics worked with paramedics from other agencies using case based simulations that focused on critical skills, communication and leadership and all successfully earned their NRP Provider certifications. The class was presented by Neonatal Specialists from Yale New Haven Health and sponsored by CTEMSC.



COMMUNITY ENGAGEMENT

- 3/11 Community Narcan event with free kits sponsored by TEMS.
- 3/12 Narcan training to SVMC Parish Nurses
- 3/12 3/14 CPR training SJHS
- 3/15 Ride to school in an ambulance
- 3/16 CPR for School Bus Drivers 60 people
- 3/18 Tashua School Girl Scouts Visit TEMS
- 3/20 TPAUD Meeting at TEMS 3/21 NRP for Paramedics 3/26 Scouts in Government day

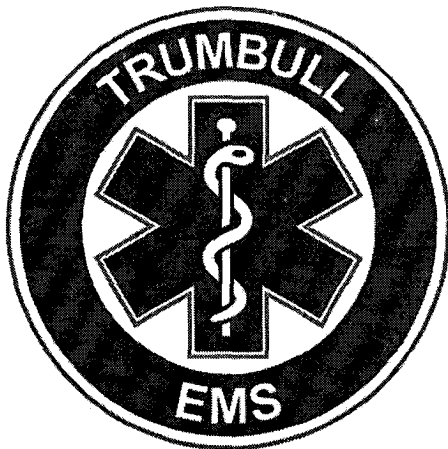
CLINICAL EDUCATION

- 3/1 EMT/EMR Recertification with all providers passing.
- 3/7 LVAD Emergencies and Heart Failure review
- 3/12 CPR Recertification for Healthcare Providers
- 3/18 and 3/19 EMS Documentation and Compliance presented by COMSTAR
- 3/21 Neonatal Resuscitation Program
- 3/22 High Fidelity Sim Lab at Bridgeport Hospital
- 3/25 Advanced 12 Lead ECG Review

"Sim lab was a great experience!" "This was a great training opportunity. Thanks for making this available."

EMT CLASS #TEMSW19

Our winter class are in their final week of class and getting ready for their exams. Our team members have all been helping the students work on practical skills and exam reviews and we are excited for their future success.



Prompt and efficient prehospital emergency medical care and transport.

"I had the pleasure of teaching our Winter EMT class this weekend. One of the students made it a point to tell me how much she enjoyed the practical class you gave last week and how it was one of the most meaningful learning experiences they have had. She specifically mentioned you each by name and was so grateful and then all the other students began sharing similar sentiments."

YEARLY CALL ANALYSIS

2018	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	416	355	369	367	414	416	401	453	372	450	402	414	4829
TEMS COVERED	391	329	348	352	380	390	372	392	339	429	362	381	4465
PERCENT COVERED	94%	92%	94%	96%	91%	93%	92%	86%	91%	95%	90%	92%	92%
MUTUAL AID	30	34	20	22	34	29	31	36	36	40	41	38	391
TOTAL RESPONSE TIMES	7.9	7.8	7.3	7.1	7.6	7.5	8.1	7.8	7.7	7.6	7.9	7.3	7.633333
TRANSPORT RATE	72%	70%	73%	78%	77%	65%	77%	75%	78%	76%	85%	78%	75%
ALS INTERCEPT	6	9	10	9	1	7	15	24	2	15	7	7	112
2019	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.	TOTAL
DAYS	31	28											
TOTAL CALLS	383	380											763
TEMS COVERED	357	363											720
PERCENT COVERED	93%	95%											94%
MUTUAL AID	26	24											50
TOTAL RESPONSE TIMES	7.2	7.7											7.45
TRANSPORT RATE	75%	72%											74%
ALS INTERCEPT	8	9											17

CRITICAL CARDIOVERSION SAVES: JIMMY BIEGER AND LEIGH GOODMAN; ABOVE AND BEYOND: GREG SARACINO AND DICK MAYO PUSHING A MOTORCYCLE HOME FOR FAMILY MEMBER; BRIAN RUSKIN AND JACKIE RIZZITELLI PT ADVOCACY.

TECHNOLOGY UPDATE

We are currently in the soft roll out of our new iPads. The crews are working to familiarize themselves with the devices, and we are finalizing the software updates which include Cloud to Cloud ECG upload capability. Each iPad has also been equipped with the Paramedic Provider Protocol Application, which lists the CT state protocols, as well as our local SHCGB protocols. The app allows for up to the minute updates when new protocol revisions roll out, and can be accessed offline. Additionally, the iPads have our new signature pages onboard as PDFs. iPads users can also scan attach copies of facility ECGs, W10s, insurance cards to the PCR. The devices have security encryption which limits access to the internet or applications etc.. TEMS EMT Trevor Bellows has been putting together an excellent presentation to aid with training and we will be offering several training sessions to our teams. We are aiming for 100% compliance on obtaining patient signatures electronically, and electronic upload to PCR for ECGS by mid-May 2019. This should aid our current efforts to bill efficiently and promptly, and decrease administrative time spent scanning to allow for more focused administrative tasks.



Team TEMS

... her daughter expressed her sincere gratitude for the care you provided in cardioverting her mother and providing lifesaving prehospital care. She was so thankful for your kindness, compassion, professionalism and clinical care. "

Paramedic Bieger along with team members Meg Zeitler, Robert Heilbrunn, Shirley Mayo

STAFFING

We will transition the paramedic staffing to VEMS as of April 1st. We have ongoing training taking place of new volunteers. Our leadership committees have been formed and we are beginning to work on the structure and nature of tasks. A team update will be given at our quarterly Staff Meeting in April. EMT Jackie Rizzitelli has created a monthly Staff Newsletter and a TEMS brand of additional team outerwear for order.

STATS TO DATE

Nice Job team. Congrats to Jeff Adams and Danny valentine on their recent code save.

