

MINUTES
Special EMSOC
Wednesday, March 14, 2012 @ 7:00pm
SAA, 4 Wakeley Street, Meeting Room

Members present: Michele Pavlik, Ted Holly, Pat Lombardi.
Not present: Lucy McConologue, Jason Weaving, and Christine Conroy.
Others present: Scott Andrews, Bryan Ryan, Debbi Lavranchuk, Evelyn Keith-Luzzi, and Regina Mann.

ITEM # 1 - Call meeting to order.

Meeting called to order at 7pm.

ITEM # 2 - Pledge of Allegiance.

Everyone salutes the flag and states the Pledge of Allegiance.

ITEM # 3 - Approve minutes from 12/12/11 Special EMSOC meeting.

Motion to approve minutes from the 12/12/11 EMSOC Meeting.

Motion: Pat Lombardi Second: Ted Holly

Vote: 3-Yes 0-No 0-Abstain

ITEM # 4 - SAA Board of Directors Vacancy (citizen representative) – status

No change at this time. Still trying to fill one vacancy on the Board of Directors.

ITEM # 5 - Approved Meeting Schedule for 2012 (3/14/12 and 8/15/12)

The next EMSOC meeting will be held on August 15, 2012. The Board of Selectmen unanimously approved the new bi-annual meeting schedule. The SSA will continue to send quarterly reports to the EMSOC members.

ITEM # 6 - SAA Contract with Town of Seymour - status of negotiations (EMSOC should be sent copies of final executed contract when available)

Updates: The SSA Contract with the Town has been extended until June 30, 2013 by the Board of Selectmen. No need for negotiations at this time. Will look at beginning the review of the contract in November or December of this year. SSA will let EMSOC look at the changes before they present it to the Board of Selectmen.

Pat feels that EMSOC should not be involved in the negotiations, but will require a copy of the re-negotiated contract.

ITEM # 7 - Contract Requirements - Information/Documents Due to EMSOC from SAA (SAA Officers and Employees list, Proof of Insurance due at each execution of contract agreement,

SAA Projected Budget, SAA Multi-Year Projection of Major Capital Needs, SAA Member Training list, Dept. of Public Health Certification - was town provided a copy?, Mutual Aid Agreement if updated in the last year)

Michele states the list of requirements of the Commission and SAA. (See attachment). On or before April 1, 2012 EMSOC will get a copy of updated insurance for SAA. April 1 – March 31 – term of insurance. Copy with contract at FSO.

Copy of SAA Budget that was submitted to the Town. Internal budget has been submitted to the SSA Board of Directors. End of March to be approved and sent to the EMSOC members.

Will include multi-year capital needs with budget. Will be looking to replace one ambulance and pickup truck this year. Will discuss when budget is approved. Capital Plan will be attached.

Member training list combined with member list.

Department of Public Health Certificate is given to the Town.

Mutual Aid Agreement: No agreement, just used as needed. Can call as needed to surrounding communities. Work together on mock crash events.

ITEM # 8 - Discussion and input on EMSOC's Semi-Annual Report.

Report from last august was sent to members and SAA, Michele would like some input on this for the next report. Would like everyone to review and make recommendations.

*No email meetings. Do not reply to all. Don't comment on any other members feedback. Subject to FOI. Send all correspondence to Michele, Dee and Scott.

Submit to Town within the next month. Possibly by April 9th for the Board of Selectmen meeting on April 17, 2012.

Any suggestions please send to Michele and Dee.

ITEM # 9 - Discussion of Financials (Dec 2011) and Other Reports

Scott: November financials: Ran at a loss, but not unreasonable. Controlled spending for a few months and then back on track. Took advantage of 50% off of supplies today, so may not have to spend until the middle of the year. Over orders and over stock of supplies. Should be mentioned in the report. Shows good fiscal sense.

*Saved \$20,000 on insurance this year. Motor vehicle, business, and general liability. Got out of the insurance pool that they had been in for 6 ½ years.

Aging Summary – good

Collection statement, next set of reports will be a write off approximately \$30,000 to \$35,000 and sent about \$20,000 to collections.

ITEM # 10 - Other Business

None.

ITEM # 11 - Public Comment

None.

ITEM # 12 - Adjournment

Motion to adjourn at 7:32pm.

Motion: Ted Holly

Second: Pat Lombardi

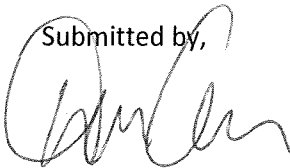
Vote: 3-yes

0-No

0-Abstain

Next meeting august 15th.

Submitted by,

A handwritten signature in black ink, appearing to read 'Deirdre Caruso', written over the text 'Submitted by,'.

Deirdre Caruso,

Recording Secretary