

**MINUTES
EMSOC
Thursday, September 9, 2010 @ 7:00PM
Flaherty Room/Seymour Town Hall**

Members present: Chairman Rosalie Averill, Michele Pavlik, and Alternate member Diane Ricciardi.
Not present: Lucy McConologue, Jason Weaving, and Finance Director Doug Thomas.
Others present: Debbi Lauranchuk, Regina Mann, SAA Director Scott Andrews, and Evelyn Keith-Luzzi.

ITEM # 1 – Call meeting to order.

Meeting was called to order by Chairman Averill at 7:06PM.

ITEM # 2 – Pledge of Allegiance.

Everyone saluted the Flag and stated the Pledge of Allegiance.

ITEM # 3 – Approve minutes from 7/21/10 Special Meeting.

Motion to approve minutes from Special meeting on 7/21/10 with the addition of “it was the Opinion of SAA that the Audit was the quarterly financials”.

Motion: Michele Pavlik

Second: Diane Ricciardi

Vote: 3-Yes

0-No

0-Abstain

ITEM # 4 – Discussion of Financials and any other reports.

Finance Director Doug Thomas emailed a list of questions concerning the current financials to SAA Director Scott Andrews. Scott received this email one day before the meeting and again states that the time limit given to answer these questions before the meetings is not sufficient. He states that he sends the financials within weeks of the meetings and would like at least 7 days to be able to answer the Finance Director’s questions. The Commission members agree and will send a request to the Finance Director and the First Selectman requesting all questions be emailed at least 7 days prior to the quarterly EMSOC meetings.

Question concerning the gas bills being high this month.

Debbi: States that the Town was 2 to 3 months behind on sending SAA the invoice for the gas.

Question concerning the equipment & repairs being high.

Debbi: States that they had an \$800.00 repair to one of the ambulances.

Question concerning uniform line item being high.

Debbi: States that they bought uniforms.

Question concerning salary fluctuation.

Debbi: Different months have different pay weeks.

SAA would like it on the record that almost every purchase has a purchase order attached to it and that their Auditor reviews all financials before they are submitted to the EMSOC members.

EMSOC would like the auditor to add comments to line items that he questions.

Rosalie states that the training line item has not been used.

Scott states that courses have not been held yet and that most of them are held in the spring. Also, many courses are paid up front by the people and then reimbursed.

Rosalie asks why there is a budget line item for expense fund raising, but no line item for income fund raising.

Scott states that may have been overlooked and will be added.

ITEM # 5 – Old Business.

- Scott provides an updated Technician Roster to the EMSOC members.
- Rosalie would still like to receive a list of the number of write-offs that are Seymour residents.
- EMSOC would also like a copy of the 990 tax form that has been filed by SAA.

ITEM # 6 – New Business – Discuss update to the Board of Selectmen.

- Copy of letter sent to SAA from the First Selectman commending the quick response and great job done by the SAA members at the accident on Great Hill Road on 8/2/10.
- EMSOC members discuss update letter that will be sent to the Board of Selectmen for their 9/21/10 meeting. This letter will include, but not be limited to the following:
 - Bills paid on time.
 - Community Events.
 - Auditor reviewing financials on a quarterly basis, also positive audit.
 - Monitoring cash flow more diligently.
 - Stable amount of members on roster.
- SAA states that 2 members were assaulted by a patient and it is now in the court system.
- Letter from First Selectman inviting all to participate in the Walk a Mile in her Shoes event on 10/3/10 for Breast Cancer Awareness.

ITEM # 7 – Public Comment.

None.

ITEM # 8 – Adjournment.

Motion to adjourn at 8:19PM.

Motion: Michele Pavlik

Second: Diane Ricciardi

Vote: 3-Yes

0-No

0-Abstain

Submitted by,

Deirdre Caruso,
Recording Secretary