

**CITY OF ANSONIA**

**ANSONIA RESCUE MEDICAL SERVICES COMMISSION**

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TOWN AND CITY CLERK  
ANSONIA, CONNECTICUT

November 16, 2011

Special Meeting

Present: Jerome Fainer, Chairman  
Steve Blume  
Scott Nihill

Others Present: Jared Heon, EMS/Acct.Exec.  
Carl Smith, Jr.  
Mike Hokanson

The Special Meeting of the Ansonia Rescue Medical Services Commission was called to order at 6:05 p.m. by Chairman Fainer.

All present rose and Pledged Allegiance to the Flag.

The secretary called the roll. There was a quorum present.

**Public Session**

Chairman Fainer asked if there was anyone from the public who wished to address the commission.

Bart Flaherty asked if the drain pipes and gutters on the ARMS building were going to be repaired. He said they are in need of repair and should be fixed soon.

Chairman Fainer said Public Works Dept. has gone out to bid to repair them. We should have the work done soon.

Chairman Fainer asked three (3) times if there was anyone else from the public who wished to address the commission. There being no one, he closed the public session.

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## Minutes

Commissioner Blume made a motion to accept as written and place on file the minutes of the October 3, 2011 meeting. Commissioner Nihill seconded. All in favor, so carried.

## Bills

Mr. Heon presented the following invoices and purchase requests for payment:

|                          |                                    |            |
|--------------------------|------------------------------------|------------|
| 1. PL2 Innovate          | Computer RAM, Batteries            | \$377.35   |
| 2. AirGas East           | Oxygen Supply October              | \$375.81   |
|                          | Oxygen Supply September            | \$272.18   |
| 3. Valley Electric       | UPS Battery Repl (Prend Radio Cir) | \$68.30    |
| 4. Tracy's Garage        | Bravo 8 Service                    | \$351.19   |
|                          | Bravo 9 Service                    | \$417.23   |
|                          | Truck 4 Compressor                 | \$577.23   |
| 5. Auto Repairs          | Bravo 1 Pwr Steering, AC           | \$508.73   |
| 6. Boundtree             | Myclns                             | \$60.68    |
|                          | Trauma Pads/Tape                   | \$152.14   |
| 7. MHQ                   | Repl Dome Lights (2)               | \$86.00    |
| 8. Knights               | Snow Blower                        | \$476.75   |
| 9. Scanner World         | Scanner Bravo 1                    | \$233.94   |
| 10. CAG                  | October Billing                    | \$3,258.88 |
| 11. Arrow Printers       | Sign                               | \$30.00    |
| 12. Aladtech             | EMS Manager                        | \$1,595.00 |
| 13. Service Auto         | Misc Parts                         | \$125.95   |
| 14. Northeastern Comm    | PR400 and CDM 1250 Repair          | \$530.00   |
| 15. IDVille (C/O J.Heon) | ID Badge Holders                   | \$327.86   |

|                              |                            |          |
|------------------------------|----------------------------|----------|
| 16. ACS Government           | Firehouse Software License | \$110.00 |
| 17. Home Depot (C/O J. Heon) | 18V Drill and Bits         | \$175.47 |

Mr. Heon reviewed the invoices and purchase requests with the commission members. He said that the ambulances need maintenance and repair every other month and there should be funds set aside for this. The vehicle repair and preventive line item was eliminated in the budget. Rescue 4 the compressor had a problem and needed to be repaired. The invoice was sent to ARMS.

Commissioner Blume said that the Fire Dept. is responsible for the rescue equipment. He advised Mr. Heon to forward the invoice to them because they will pay this invoice.

There was discussion on the budget line items and the amount of funds that were given back in the last budget. Mr. Heon said about \$73,000 in total was given back to the General Fund last budget year.

Mr. Heon said the CAG bill was low this month due to the power outage from the storm. Next month the bill will be higher. The Aladtech invoice was taken from the training line item because it manages the training records. There were some older radios that needed to be repaired (Northeast Comm.) and ARMS had to update all of the ID Badges and Holders due to the recent legislation. The Firehouse software is used for inventory control and vehicle maintenance. The cost is \$110 a year. Mr. Heon said there was no drill at ARMS and he has been using his personal drill so he purchased one from Home Depot for ARMS.

Mr. Heon said there are now four working computers at ARMS Headquarters. There was a bank going out of business that donated the computers.

Commissioner Blume made a motion to pay all bills and purchase requests. Commissioner Nihill seconded. All in favor, so carried.

## **Correspondence**

### **1. 2012 Meeting Schedule**

Commissioner Nihill made a motion to approve the 2012 Meeting Schedule. Commissioner Blume seconded. All in favor, so carried.

## **Reports: Jared Heon, EMS/Acct Exec.**

Mr. Heon presented his written report to the Commissioners. He reviewed the report with them.

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## **Staff**

Mr. Heon said he is requesting two supervisors/EMT hires. He said it will not cost any more in salary because they can ride on the ambulance also. He is also requesting a secretary.

Chairman Fainer said the secretary position will have to go to BOAT for funding. We can take the remainder of the ARMS Chief salary and add it to the Secretary to the Chief salary.

Mr. Heon said the Secretary to the Chief is appointed by the Chief as a confidential secretary.

There was discussion on using the Chief's salary and the secretary salary to combine it into one position.

Chairman Fainer said to request emergency temporary help for the EMT's because they are needed immediately.

## **Vehicles & Radios/Computers**

Mr. Heon also discussed the vehicles and vehicle repairs with the Commissioners. He said that there is a need for more defibrillators for the ARMS Chief car and the Police Cars. Bravo 8 the part is on back order because of a recall however Bart Miller will call us as soon as it arrives at the Ford Dealership and it will be installed. Bravo 8 is safe to drive although there is an ammonia odor.

Mr. Heon said that he and Mike Hokanson are trying to get a grant from Wells Fargo to replace the ATV. The radio issues he has met with the Emergency Management staff and with the utilities on this.

## **Building Maintenance**

There was discussion on the building maintenance and what needs to be done in the ARMS building to repair everything that needs repair. Mr. Heon said he is concerned because he doesn't want any further damage done to the building. Chairman Fainer said he will meet with Mayor Della Volpe on the leaks in the roof and the damage that it is causing.

## **Jr. Corp**

Mr. Heon said the Jr. Corp is doing very good. They are growing in membership.

## **VEMS**

Chairman Fainer congratulated Mr. Heon on his election as First Vice-President of VEMS.

Mr. Heon gave a brief report on VEMS stating they are moving into their new location at the old Oxford Post Office. The replacement car for Car 2 should be on the road shortly and a new car to replace Car 3 has been ordered.

### **State OEMS**

There was discussion on the Shelter Policy during a storm and on Griffin Hospital's protocol policy changes.

### **Budget/Financing**

Mr. Heon said that Mike Hokanson is working on closing out our account with the present collection agency and going out with an RFP for a new billing service.

He gave the commissioners a brief description of how the present billing system is operating and that the City has been with this company for many years and they have not helped the patients who are trying to pay a bill. It is very difficult to communicate with them for billing information.

### **Security System**

Mr. Heon said that ARMS needs to finish the security system in the building and keep in scope the Key Fab System for locking the building. He said there are many keys out there and there is no accountability as to who has a key. There are 35 paid staff and many volunteers.

### **Capital Improvements**

There was a brief discussion on capital improvements and replacing the old ambulances and equipment.

### **Reports: Carl Smith, Jr., Safety Officer**

Mr. Carl Smith, Jr. presented his report on Safety.

Mr. Smith said that the Fire Extinguishers are due for service in January. He said that he will coordinate this effort with the Public Works Dept.

The Oxygen cylinders are all back to ARMS. All 36 bottles are current with hydrostatic testing. He said ARMS had all 36 bottles done at one time because they were past due however he will begin staggering the testing in the future.

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The building fire alarm system was tested and serviced today.

There are old surplus oxygen cylinders that can no longer be used at ARMS and they will begin disposing of them.

Commissioner Nihill suggested Mr. Smith call Seyflex on disposal of the old cylinders. He said that they may pay ARMS for them because they paid his Police Dept. for their old cylinders.

Mr. Heon said that there is a need to have a protection control policy in place City Wide for hazardous substances. Currently there is only a policy for infection control. He said Zeke and Carl have been working on these policies.

Commissioner Nihill made a motion to accept as presented Carl Smith's Safety Report. Commissioner Blume seconded. All in favor, so carried.

Commissioner Blume thanked Mr. Heon for a great job he is doing in the ARMS organization to make it work. He said six to eight years ago it didn't work right but now it is working right and there are no dropped calls, the ambulances are getting out and everyone is doing their part.

Mr. Heon thanked Commissioner Blume for all of his hard work. He said as an organization they couldn't have done it without him.

Commissioner Blume thanked everyone for their help and support over the years.

### **Adjourn**

Commissioner Nihill made a motion to adjourn the meeting at 6:45 p.m. Commissioner Blume seconded. All in favor, so carried.

Respectfully submitted,



Jo-Lynn Flaherty  
Secretary