



City of Ansonia

253 Main Street
Ansonia, Connecticut 06401

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ANSONIA, CONNECTICUT

ANSONIA RESCUE MEDICAL SERVICES COMMISSION

May 7, 2012

Regular Meeting

Present: Jerome Fainer, Vice-Chairman
Jared Heon
Michael Hokanson

Absent: Edward Adamowski
Scott Nihill

Others Present: Dave Geloso – arrived 6:20 p.m.
Joan Radin, Alderwoman – arrived 6:40 p.m.

The Regular Meeting of the Ansonia Rescue Medical Services Commission was called to order at 6:03 p.m.

There was a quorum present.

All present rose and Pledged Allegiance to the Flag.

Public Session

Vice-Chairman Fainer asked three (3) times if there was anyone from the public who wished to address the commission.

There being no one, the public session was closed.

Minutes

Chief Heon made a motion to accept as written and place on file the minutes of the April 2, 2012 Regular meeting. Mr. Hokanson seconded. All in favor, so carried.

Bills

Chief Heon presented the following bills:

Bills

CAG	April Collections	\$4,614.73
Grainger	Custodial Supplies/Label Tape	\$228.75
The Fire Store	Flashlights Car 7, 9, 5	\$879.94
Bethany Supply Co.	Security System Camera	\$114.90
Little River Power	Generator Repairs (2)	\$216.12
Boundtree Medical	Amb Supplies	\$707.56
Medpro	Repairs	\$354.00
Telrepc	Memory Upgrade X4	\$500.00
Griffin	Physical	\$295.94
Dowling Ford	Coolant/Shock Absorber	\$63.89
Channing Bete	CPR Supplies (grant)	\$550.43

Chief Heon explained the bills for payment to the commission members.

Mr. Hokanson made a motion to pay all bills if found to be correct. Chief Heon seconded. All in favor, so carried.

Purchase Requests:

Quotes for ARMS Building Wiring

Chief Heon said the City will be repairing the phones and Ethernet. He said while Mr. Jarvis is at the ARMS building he would like to have the camera and Ethernet wired also. The cost would be \$583.00 including the material.

Chief Heon said there is a diagram of the building and he would like to have the doors wired for the key fab. Mr. Jarvis can do that while he is here. There is no extra charge for the labor just the material. The cost would be \$1036.

Chief Heon made a motion to have the wiring installed for the camera and the pre-wiring installed for the key fab. Mr. Hokanson seconded. All in favor, so carried.

Correspondence

1. ARMS to Mark Pandolfi, Valley Transit District re: donation of VTD bus for use as a CERT vehicle. Dated 5/2/12
2. ARMS to BOAT re follow up to Budget Workshop

Reports

Chief Heon presented his reports to the commission.

1. ARMS Monthly Report – April 2012
2. ARMS Monthly Report – March 2012 (Collections)

Chief Heon noted that there were extra calls this month and that ARMS has provided mutual aid to Shelton and Derby. He said on the recommendation of their Chief, the Storms voted unanimously to continue with Ansonia for their mutual aid.

Chief Heon said that Shelton disbanded their tactical car during the day hours. Seymour may abandon their car and look to Ansonia for mutual aid.

Vice-Chairman Fainer said that this is great for ARMS.

3. Chief's Report

Chief Heon said that he is still waiting on the Salary Committee on the approval for Chief, Supervisor and EMT positions. He is recommending Dave Geloso as Asst. Chief Special Operations.

Chief Heon said that Mr. Geloso is running late this evening. Car 7 lost oil in the motor. The high pressure line was repaired by Tracey's on Monday. Car 9 had to replace steering arm. He said that CMED moved to N. Branford and we will have to upgrade the radio system sooner than expected. The amp failed for the Alert System and the wiring is being repaired. Tom Dempsey and Chief Heon will attend the EMS Training conference.

Chief Heon said that they were working on the roof repair. The downspouts need replacement. The locks on the doors need to be changed and the bathrooms and day room need painting. The washing machine still needs to be installed. He asked Mr. Jarvis for a quote on repairs to the wiring and the installation of the new washer.

Chief Heon said that the exhaust fans stopped working in the DeCam Room. Supt. of PW Mike Schryver asked Bill Jarvis to give a quote on repairing them.

Chief Heon said VEMS will hold an Open House May 19th. He is still waiting for the VCOG audit report. He said Mike Hokanson is working with Eileen Krugel on some grants. He has responded to BOAT – a copy of the memo that was sent to them in the packet.

Chief Heon discussed the uniform line item stating that ARMS had a line item in the past to purchase a button down shirt, a polo shirt and a jacket for their employees. The cost is \$158 each set and they need 55 units for 40 paid staff and 15 volunteers.

Chief Heon said the AED pads need to be replaced in the units that are located in the City. There is a unit at City Hall, Emmett O'Brien, AHS (2 units), Ansonia Middle School and the Doyle Senior Center. He is recommending that we replace one a year. Replacement is the responsibility of the agency that gave the units to the City. It is a liability if a unit isn't working and there is an emergency.

Discussion followed on whose responsibility it is to replace and maintain these units.

Chief Heon said he has started talking to ambulance companies on the specifications for the new ambulance bid.

Chief Heon discussed the meeting that he and Dave Geloso attended with regard to Emergency management (CERT). He said he has been in contact with Chief Hale on emergency management for the City. He said there is a lot to emergency management and the Police and Fire Depts. along with ARMS are cooperating with each other to accomplish a workable plan.

Chief Heon discussed the letter he sent to Mark Pandolfi, Valley Transit District asking for a retired Valley Transit Bus that could be converted into a mobile command unit for Emergency Management.

Chief Heon said that he and Dave Geloso attended the CCM conference on May 2, 2012 on FEMA. There were a lot of vendors at the conference and they were able to make some contacts.

4. Mike Hokanson, Asst. Chief Report for April 2012

Mr. Hokanson said the CPR class is filling up and he is looking for June dates. He extended a "special thanks" to Eileen Krugel for submitting the Katherine Matthies grant for Utility Terrain vehicle. ARMS covered the Bike Bash this past weekend and there were no events.

He said the run stats are attached to his report.

Vice-Chairman Fainer asked about the paid staff and how it was working out for ARMS.

Chief Heon said it is working well right now. He said he can't hire the supervisors without a job description.

Mr. Geloso said Car 9 had an issue that was repaired. One Bravo 5 and One Bravo 1 have been serviced. He said Car 9 was inspected by DMV. There are no outstanding issues.

Chief Heon said Mr. Geloso was involved with the computer and the software is outdated. He contacted the software company and they sent an upgrade to the computer free. He said they will take other units back as a trade in and replace them with new units. He said they could put one in the new ambulance.

There was discussion on the new Smart phones and all of the applications that can be processed with one smart phone.

New Business

Chief Heon made a motion to send a letter to Mayor Della Volpe recommending Dave Geloso to the position of Assistant Chief Special Operations. Mr. Hokanson seconded. All in favor, so carried.

Chief Heon made a motion to request \$200 for the Memorial Day Parade. Mr. Hokanson seconded. All in favor, so carried.

Unfinished Business

None

Any other business to come before the Commission

None

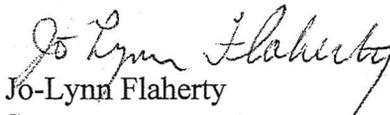
Executive Session

None

Adjourn

Chief Heon made a motion to adjourn the meeting at 6:45 p.m. Mr. Hokanson seconded. All in favor, so carried.

Respectfully submitted,


Jo-Lynn Flaherty
Secretary



CITY OF ANSONIA ANSONIA RESCUE & MEDICAL SERVICES

P.O. Box 149, Ansonia CT 06401-0149
Headquarters 203 735-6891 Chief's Office 203 734-1294



JARED P. HEON, CHIEF

04/02/12

Report of the Chief:

Staffing:

1. Salary Comm approval on Chief, Supervisor and EMT positions.
2. Chief, Officers and Supervisors met and are working to update all Training Manuals, Policy Books and SOG's into one complete document.
3. Recommend Dave Geloso as Assistant Chief Special Operations

Vehicles:

1. See Chief Drivers Report
2. Waiting on quotes from Fleet Auto working on replacing old strobe, halogen and rotator lights on our vehicles with LED lighting on recommendation of Ford.

Radios/Computers:

1. Working on Microwave link to CMED.
2. Working on Comparator and VHF Freq. Received VHF Channel working on equipment quote. Received a quote of \$6,500 for new comparator, installation and receiver.
3. Jarvis Electric has been contracted to do Ethernet/Phone/Camera and Security Wiring.
4. Obtained prices to replace Med Radios on Bravo 7, Bravo 8 and Bravo 9 to meet State Requirements. Received a memo today stating beginning Aug 1, 2012 CMEDs will be moving over to the new set up. May have to do the replacement sooner than expected.
5. Working on rewiring HQ alert system.
6. Chief Heon and Supervisor Dempsey will attend EMS Charts Training Conference.

Building Maintenance:

1. Working on roof leak/repair proposal. Downspouts need replacement.
2. Locks on doors need to be changed.
3. Bathrooms and Day Room need painting.
4. Washer still needs to be installed.

Junior Corp:

1. See report.

VEMS:

1. Open House May 19. We will have an ambulance on display.
2. Awaiting VCOG audit report.

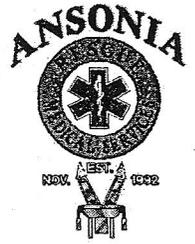
State OEMS:

1. Shelter Policy.
2. Griffin Protocol Changes.
3. Application submitted for 4th Ambulance License.
4. South Central CT EMS Council meetings are now monthly.



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JARED P. HEON, CHIEF

Grants:

1. AC Hokanson submitted grant application for Matthies.

Budget/Financing:

1. Follow up sent to BOAT.
2. Transfer requests going in this month.

Security Systems:

1. Quotes are in for Key Fab System wiring and to finish Camera System wiring.

New Ambulance Committee:

1. Need to set committee.
2. Begin working on Specs.

Emergency Management (CERT):

1. Application approved for CERT.
2. Dave Geloso attended first state CERT meeting.
3. Chief Heon working with Chief Hale on Emergency Operations Plan as it pertains to EMS.
4. Chief Heon also working with Chief Hale on City-wide Emergency Communications issues.
5. Request for a VTD Bus has been submitted.

Capital Improvements:

1. **One Year Goal:**
 - Purchase of New Ambulance to backline 1999 Ford F350 currently has 100,300 miles.
 - Purchase Chief's Vehicle.
2. **Two Year Goal:**
 - Replace Generator and Manual light set up on Truck 4 with Light Tower.
3. **Three Year Goal:**
 - Purchase of Pick-up Truck Vehicle and Trailer to replace MCI 6.

Respectfully Submitted,

Jared P. Heon



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JARED P. HEON, CHIEF

Mr. Mark Pandolfi, General Manager
Valley Transit District

May 2, 2012

Dear Mark,

The Ansonia Rescue Medical Services (ARMS) is a Municipal Department of the City of Ansonia. ARMS is responsible for Emergency Medical Services in the City of Ansonia, also providing mutual aid coverage to the rest of the Valley when called. Recently, ARMS have ventured down a road that has expanded our Services to Ansonia and the Valley Towns. ARMS has just received State approval for a Community Emergency Response Team (CERT). You can find information regarding CERT at www.citizencorp.gov. After the recent major weather events of 2011, we in Ansonia realized that we cannot rely solely on our Emergency Services workers. CERT was formed to help supplement our ability to aid those in need in a disaster or critical incident.

Recently, David Geloso and I traveled to a CERT meeting in Bethany where Hamden's CERT had a mini-bus on display. Hamden had converted a former Senior Center bus into a mobile command unit. They outfitted the bus with desks, kitchen area, a generator, portable seating, communications equipment and an awning. This is where the City of Ansonia could use the assistance of Valley Transit District.

As per our recent conversation, I understand that VTD has been fortunate enough to supply new buses to their fleet. The City of Ansonia, ARMS as the caretaker, is formally requesting the donation of one of the surplus buses for the purpose of outfitting it for our newly created CERT and Public Safety Departments. With your help we can provide the citizens of Ansonia, and anyone else who calls upon us, another resource to help those in need. Understand this bus will not be used for transit purposes and will not interfere with VTD operations. As we do not have a budget for CERT and operate solely on donations, we are looking to obtain one of the buses at no cost.

On behalf of the Emergency Management Team here in Ansonia, we would appreciate any effort in making this donation possible. The bus would continue to serve Valley residents, just as it does today, however in a different capacity during critical times. Please forward this information to Chairman Lauretti and the rest of the Valley Transit District Board/VCOG. Thank you for your consideration and assistance.

Best Regards,

Jared P. Heon
Chief/EMS Account Executive



Ansonia Rescue Medical Services

Employee Status Report

Employee Information		
Employee Name: <u>Michael Hokanson</u>	Employee ID: <u>Car 2</u>	
Department: <u>Assistant Chief - EMS</u>	Manager: <u>Chief Jared Heon</u>	
Report Start Date: <u>4/1/12</u>	Report End Date: <u>5/7/12</u>	
Short-Term Action Items	Due Date	Status
Community CPR		Completed 1 Class (2 attendees) Next class scheduled for 5/19 (7 signed up) Looking for June Dates
Katherine Matthies Foundation Grant	4/30/12	Completed Special thanks to Eileen Krugel Grant submitted for Utility Terrain Vehicle
Rural Emergency Responders Initiative	9/1/12	NEXT Grant Opportunity – Utility Body Pickup Truck for Rehab and Towing of Trailers
Mock Crash – Emmet O'Brien Technical School	Unknown	Upcoming event Need to Coordinate with Emmett and School Resource Officer
Website	5/31/12	Need to reestablish presence on the web to help attract members and to have a calendar of events for the public.
Fundraising Trip	6/9/12	Working with various community calendars to advertise event
EMS Week	5/20 – 5/26	Open House/Memorial Dedication
Recruitment	Ongoing	Working with area EMS classes to recruit volunteers
Long-Term Goals	Due Date	Progress
Rework SOG's and DOG's into 1 File updating information	3/31/12	IN Progress – incorporating staff suggestions to final document.
Junior Corps – Report from Robert Reichelt (Jr Corps Director)		
<p>On Wednesday night, April 11, we had three Jr Corps members and three Advisors listen to Dave Geloso, past ARMS Chief, give an overview of the needed actions required to set up and administer an emergency shelter.</p> <p>On Wednesday, April 25, we had six Jr Corps members and two Advisors listen to Carl Smith, Dispatcher from South Central Connecticut Medical Dispatch Center (New Haven) give an overview of the workings of dispatching before we went to tour the facility in New Haven.</p>		
Scheduling/Membership		
Volunteers covering Monday, Tuesday, partial Wednesday, Thursday and Partial Saturday		
1 member is still in precepting phase of training.		
Discussion Items		
With the opening of the Ansonia River Walk, a joint training with Derby, Seymour and Ansonia needs to take place regarding accessing and removing a patient.		
Concerns		
None		