



City of Ansonia

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Ansonia, Connecticut 06401

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ANSONIA RESCUE MEDICAL SERVICES COMMISSION

May 5, 2014

Regular Meeting

Present: David Blackwell, Chairman
David Geloso
Jared Heon
Michael Hokanson
Joan Radin

Absent: Anthony DeLucia – excused

The Regular Meeting of the Ansonia Rescue Medical Services Commission was called to order by Chairman Blackwell at 7:00 p.m.

All present rose and Pledged Allegiance to the Flag.

The secretary called the roll.

There was a quorum present.

Public Session

Chairman Blackwell asked if there was anyone from the public who wished to address the commission. There being no one, he closed the public session.

Minutes

Mr. Hokanson made a motion to approve the minutes of the April 7, 2014 meeting. Ms. Radin seconded. All in favor, so carried.

Bills

Chief Heon presented the following bills:

Bills:

1. Stevens Ford	Bravo 10 Service	\$ 136.25
2. USPS	Post Office Box	\$ 154.00
3. DMV	Permit Renewal	\$ 40.00
4. Allstate Fire Equipment	Fire Extinguishers for Ambulances	\$ 244.50
5. West Springfield Auto	Fuses	\$ 55.55
6. Stryker	Powercot for Bravo 10	\$ 14,789.10
7. EMMS	April Collections	\$ 3,166.27
8. Grainger	Building Cleaning Supplies	\$ 377.32
9. American Copy	Copy Machine	\$ 3,323.40 (request)

Chief Heon said that the transfer he requested was approved. He discussed the bills listed above. He explained the supply expense stating ARMS had to purchase supplies for all of the ambulances and for Headquarters. He hasn't purchased supplies and he has to replenish what was used.

Chief Heon discussed the purchase or lease of a new copier for ARMS Headquarters stating it would be less expensive to purchase the copier outright instead of leasing. He is currently working with Asst. Comptroller Rich Bshara on this.

Ms. Radin made a motion to pay the bills as presented. Mr. Hokanson seconded. All in favor, so carried.

Correspondence

1. Cost Cutting Commission requesting ARMS attendance at their Sept. 23, 2014 meeting at 6:30 p.m. They have also requested information from ARMS.

A discussion followed on the Cost Cutting letter and on the request for information regarding the operation of ARMS.

2. Corporation Counsel Marini re: Legal Opinion on discussions regarding personnel or people at meetings.

Mr. Geloso made a motion to accept the correspondence and place them on file. Ms. Radin seconded. All in favor, so carried.

Reports

ARMS Chief - Report

Chief Heon presented his April 2014 monthly report to the members as follows:
He said that Ansonia did respond to Hamden because AMR had trouble responding to a call.

There were 218 responses dispatched to.

There were 152 patients transported Total ALS & BLS patients.

ALS Medic: 60 patients transported with ALS on board.

He said mutual aid from Ansonia: 16 to Derby, 1 to Seymour, 2 to Shelton, 1 to Hamden, 1 to Orange.

He said mutual aid to Ansonia is: 0 first calls, 1 second call, 1 Third Calls

Below is a listing of the Hospitals:

Hospitals:

# of Patients	Receiving Hospital	# of Patients	Receiving Hospital
114	Griffin	3	Saint Vincent's
13	Yale	1	Milford
9	Yale-Pediatrics	1	Waterbury
6	Yale-St Raphael's Campus	0	Saint Mary's
4	Bridgeport	0	VA- West Haven

Financial Statement: \$48,711.85

Chief Heon said he has some information regarding staffing at ARMS. There is no job description for the stipend positions. He said he has two job descriptions prepared for tonight.

Alderwoman Radin said they were looking for job descriptions and some of them are from 1996.

There was discussion that the creation of job descriptions is the Salary Committee of the Board of Aldermen. They are responsible for approving updates to keep them current. Chief Heon said he wants the job descriptions to be created by ARMS, approved by ARMS Commission and then they can go to Board of Aldermen Salary Committee. He said Corp. Counsel Marini asked for job descriptions.

There was discussion on the job description request. Chief Heon said he went to Corp. Counsel a few weeks ago to request to hire a temporary secretary for ARMS. He went to Personnel for the job description and it was too outdated. He said he brought it to Corp. Counsel Marini that there were no job descriptions for the stipend positions. Chief Heon said that ARMS will create the job descriptions for their positions.

Chief Heon said he repaired four Toughbook computers and brought them up to Windows 7. There are two new computers that will replace the older ones. He is still waiting to hear about replacing the computers in the building.

Chief Heon said that he and Mike Schryver will draft a letter requesting that the Board of Aldermen hire Don Smith, Engineer to do the design and engineering services for the bond projects.

There was discussion on the roof replacement and what has happened to date with regard to this project. Mr. Geloso said there were three engineers present looking at the roof and the work to be done.

Chairman Blackwell asked why the City Engineer isn't doing this work. He said he spoke with the Grant Writer on this. He said all work should go through the City Engineer. He realizes that some work may be beyond his scope but it should go through him.

Chief Heon said he was told to work with Don Smith.

Chief Heon said he working with Supt. Novak regarding the installation of the washing machine. Chief Heon discussed some ongoing building repairs. He discussed the work on the sidewalk, on the West Main Street lot and into ARMS. There is an oil water separator which Mr. Smith inspected and he discovered it was never registered with the State of CT/DEEP. He did the work on the waiver for the separator with the State of CT and DEEP and it is now registered and everything has been taken care of. The floor drains were cleaned out by PWD.

Chief Heon said the work on the new building for VEMS is progressing.

Chief Heon said OEMS has new protocols when you change vehicles and there is legislation on equipment. All of ARMS vehicles were inspected by OEMS on April 25th and they passed the inspection to the new standards.

Chief Heon said he is waiting to hear back on the Fire Act Grant. He said he submitted to Katheryn Mathies Foundation for a grant for the Stryker Power Load unit for Bravo 10. He said this grant was due May 1st.

Chief Heon discussed an issue regarding a 2012 Mathies Grant. Chief Heon stated the City Auditor discovered that the \$4000 reimbursement for the purchase of the UTV Med bed was not received. After the Finance Dept. researched this issue it appears the Grant Writer did not file the paperwork. Chief Heon stated in November of 2013 he contacted the former Grant Writer who stated it was being taken care of. The Finance Dept. wants ARMS to pay for this out of the current budget. Though this was not the fault of ARMS, the Finance Dept. is requesting a letter to BOAT to transfer funds. The Commission did not feel this was an issue for ARMS but should be reviewed.

Chief Heon said that ARMS cannot afford any additional cuts from their budget. There was discussion on the ARMS budget and the cuts that were made to the budget. Chief Heon discussed combining some of the line items in the budget. He said he will continue to monitor the budget over the year. ARMS will have to work with what they have in the line items but if there is any more cuts it will be disastrous.

Alderwoman Radin made a motion to accept Chief Heon's report as given. Mr. Geloso seconded. All in favor, so carried.

Report – Michael Hokanson

Mr. Hokanson presented the April 2014 Monthly Run Stats to the commission members. He said with ARMS call volume they are doing a great job. He is working with Sacred Heart for volunteers. Some EMT students are not from Ansonia but they want to volunteer for ARMS.

Report - Dave Geloso

Mr. Geloso said Car 9 is out for service – needs an air valve replaced. The tires were replaced and they are under warrantee. He said Car 10 the squeaking is back. It came back shortly after it returned from the factory. We thought it was the undercoating but it is an issue that has to be looked at by someone from the factory. Mr. Davies at the factory said this is the first time this problem showed and they are doing research. They replaced the entire chain system and fixed the exhaust. The squeaking may be something else but it is not the flex of the floor.

Mr. Geloso said the generator at Prendergast School had the alarm sounding. He said he went up to check out the system and reset the alarm. It seems to be fine. He said Friday just after midnight the alarm went off on the generator. He went up there and checked it. Chairman Blackwell asked who notifies Mr. Geloso when this happens. Mr. Geloso said he just checks the system. The alarm system is not hooked up. Once the alarm system is functioning the State Police will do it.

Chief Heon said the lights will be installed next week on the UTV Ranger. They are looking into pricing for replacing the generator on Truck 4. He said the old fly car needs brakes. Bravo 8 needs the back up camera repaired. He is currently looking into repair of the camera. Bravo 9 the air horn is not working. There is a slow leak in the seat. Bravo 10 the squeaking is back. There is an issue with the connectors on the scene lights – they need new connectors. He said that vehicle maintenance is never ending. ARMS doesn't have a mechanic and they try not to let anything go when it comes to the ambulances and equipment.

Ms. Radin made a motion to accept the reports as given. Mr. Hokanson seconded. All in favor, so carried.

New Business

Chief Heon gave everyone a copy of the EMS Operations Supervisor job description. He said that it is a new position but they will keep the same rate. He reviewed the job description with the commissioners.

Chairwoman Radin asked if the position was full time.

Chief Heon said there is a problem with the hours an employee works with Obamacare. He explained the Administration looked into a Staffing Service for ARMS. He said he would like more than one full time person at ARMS. He said take one of the supervisors and make that person full time and then there will be two full time people at ARMS. He said ARMS has all part time per diem people and we can't order them to stay. Make one supervisor full time and possibly make the other supervisor full time and we will have two full time people to reduce the number of hours for the part time employees.

Chief Heon said the Staffing Service will cost more money than it does to hire a City of Ansonia employee. The Staffing Service works for private industry because it reduces the worker's comp insurance. This does not help the City because we are self-insured.

Chairman Blackwell asked about the salary grid –“ A” status vs “OT” status and overtime for salary employees.

Discussion on the union salary grid and overtime continued.

Chief Heon discussed the Chief's secretary and the wages for this position. He said a college student is interested in doing this job as an intern. The stipend is \$7500 a year. It is \$10.00 per hour for 12 hours a week. They discussed the pros and cons of making the job an hourly position.

There was discussion on the job descriptions as presented. Those present discussed who is responsible for the volunteers.

Mr. Hokanson said change #8 "training of staff" and take "paid" out and put in "as needed" in the job description.

Discussion on the Training Officer Position and salary positions vs. stipend positions.

Mr. Hokanson made a motion to accept the job descriptions and send them to the Salary Committee for review. Chief Heon seconded. All in favor, so carried.

Chief Heon discussed the communication he received from the Cost Cutting Commission. He said he would not feel comfortable attending this meeting with the line of questioning that has been done there. It is not appropriate and if the ARMS Commission decides to go to this meeting we should go as a Commission and limit the discussion to their scope.

Discussion followed on the ARMS Commission attending the Cost Cutting Commission meeting and the scope of the Cost Cutting Commission. The ARMS Commission will send a letter to the Cost Cutting Commission requesting questions in advance so information can be researched.

Alderwoman Radin gave an update on the recent outbreak of MERS/Ghana illness that was brought into the United States and the recent Meningitis case in Hartford.

Chief Heon said they are calling these cases very isolated cases. He said ARMS does a full decon every time they transport.

Chief Heon said the new ramp at the driveway entrance was re-graded nicely.

Unfinished Business

None

Any other business to come before the Commission

None

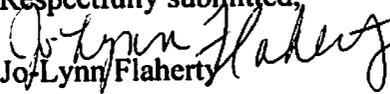
Executive Session

None

Adjourn

Mr. Hokanson made a motion to adjourn the meeting at 8:15 p.m. Mr. Geloso seconded. All in favor, so carried.

Respectfully submitted,


Jo-Lynn Flaherty
Secretary