

**Seymour Ambulance Association**

**Special Board of Directors Meeting Minutes**

**Tuesday, February 24, 2015**

**Attendance:** Mark Morris, Gloriann Albini, Alexis Scianna, Scott Andrews, Karen Spargo, Jon Lovisolo, Debbi Lavranchuk, Peter Cunniff, Benjamin Kovalsky

**Meeting Called to Order:** 6:33pm

**Pledge of Allegiance**

**Approval of Minutes:** Meeting minutes from December and January BOD meetings were approved, there were no changes, questions, or comments.

**Chief's Report:** Received by Scott Andrews at the meeting, read by board.

- **Gloriann Albini:** What was discussed in the long term planning meeting?
- **Scott Andrews:** We reviewed potential needs of the organization such as the potential purchase of large pieces of equipment such as ambulances, possible facility renovations, new equipment, changes in revenue ect.
- **Mark Morris:** What is this potential change in our revenue stream?
- **Scott Andrews:** The governor is proposing to eliminate Medicaid crossover from Medicare funding. This would equate to a \$54000 loss in revenue or 9% decrease to our organization personally. These changes have not yet been enacted, but should they be this would drastically effect our budget and this needs to be in the back of our minds when we make purchases going forward. I have talked to the town about potentially helping us out with large purchases such as that of a new ambulance.

**Deputy Chief's Report:** Bryan Ryan was not present, but his report was received at the meeting, read by the board. There were no questions or comments.

**Training Supervisor's Report:** Lea Zwally was not present, but her report was received at the meeting, read by the Board.

- **Karen Spargo:** I appreciate the fact that Lea has gone out of her way to find additional training for the membership. I think that we should look into sending several members to the CT EMS conference, but we can discuss the costs when the date gets closer. The EMS World conference in Las Vegas seems a little expensive considering that we may be facing a significant loss in revenue.

**Assistant Chief's Report:** Mike Konwerski was not present, but his report was received at the meeting, read by the Board. There were no questions or comments.

**Old Business**

- **Mark Morris:** I will work on assembling a rough outline of the three year plan.

**New Business**

- **Peter Cunniff:** We have two new members to address.
  - Morgan Campbel: EMT / CPR certified, clean background check
  - Elizabeth McWilliams: EMT / CPR certified clean background check. She will be graduating in May, lives in NY, but wants to either enter PA or Nursing school and states she wants to remain in the area.

**Motion is made by Jon Lovisolo to accept the new members to 6 months of probation pending normal action. Motion is 2<sup>nd</sup> by Gloriann Albin. All in favor, motion carries.**

- **Peter Cunniff:** The officers and I along with Scott have helped put together a quarterly incentive program which will allow cleared members who work 48 hours a quarter to be eligible to receive a gift of some kind that will not exceed \$60 dollars. There will be multiple options and gifts will be selected by the officers.
- **Alexis Scianna:** Does this include preceptors who work more than 48 hours a quarter?
- **Peter Cunniff:** No it does not. This is designed to help fill shifts, and not just show up to get 48 hours.

**Motion is made by Karen to implement the incentive program as written to be effective March 1<sup>st</sup> 2015 and also to be retroactive to the first quarter of the year. Motion is 2<sup>nd</sup> by Jon Lovisolo. All in favor, motion carries.**

- **Scott Andrews:** Jon and I have been working on crunching the numbers to increase the call stipend. We came up with increasing the per shift amount to \$20.00 an hour and leaving the \$5.00 a call the same. The reason we decided this because we want to have people come and fill shifts, so by increasing the per shift amount as much as we could we thought this would be the most effective way to entice people to come down and cover shifts. Again the goal is to get people to sign up for shifts not simply come out for calls. This amount will keep us in line with the current volunteer stipend laws.

**Motion is made by Gloriann to accept the new stipend amounts with a correction in verbage to go into effect March 1<sup>st</sup> 2015. Motion is 2<sup>nd</sup> by Karen Spargo. All in favor, motion carries.**

- **Scott Andrews:** I have been reviewing our write off reports that I receive from our billing company EMMS, and have noticed \$50,000+ dollars that have not been collected due to clerical errors on their end. I have been in contact with the president, vice president, and other staff members to address these issues.
- **Mark Morris:** \$50,000 is a significant amount of money, should we consider looking for another company? This is not a small mistake and needs to be addressed.
- **Scott Andrews:** We have used other companies in the past and so far this one has given us the most success. All of our other options are out of state companies which would make them more difficult to deal with. I will see how my meetings go with EMMS and we will proceed from there.
- **Scott Andrews:** Political season is upon us and I have been working to prepare testimony for bills concerning EMS; spesifically bill 999 which deals with EMS regulation. I will be talking to our representatives in order to try and help them understand how these bill can effect EMS and what action should be taken in order to best benefit our organization.

- **Mark Morris:** I think we should consider a new car for Bryan Ryan, one that would replace the sport track. It is an 11 year old vehicle with several thousand hard miles on it. I think it would be prudent to address this before we have to start dumping money into it.
- **Scott Andrews:** I think should delay this purchase especially considering that we could be facing a 9% decrease in revenue if the legislation is passed.
- **Jon Lovisolo:** We just spend \$4000.00 to fix the transmission, is this going to buy us another 6 months, or is this going to help us get several more years out of the vehicle. Also how much would a new vehicle cost?
- **Scott Andrews:** Everything else on the vehicle has been running fine and we should be able to get several more years of service out of it. Also a new vehicle would cost between \$30,000-\$35,000 dollars.
- **Alexis Scianna:** We will keep the new fly car as a line item pending any catastrophic failure.

**Motion is made by Jon to spend the money needed to fix the transmission on the sport track. Motion 2<sup>nd</sup> by Karen. All in favor, motion carries.**

- **Jon Lovisolo:** Bryan Ryan emailed me today with a request for a training approval. He wanted to go to Las Vegas to attend a conference on EMS leadership at the top levels. The estimated cost is \$3500.00 including the cost of the conference, airfare, hotel room, and priority 1 coverage.
- **Alexis Scianna:** This seems like a good training opportunity, but we need more notice and more info to approve such a large expenditure. There is also a similar conference being held in New Britain in November which would be much more cost effective for him to attend.
- **Karen Spargo:** I agree with Alexis Scianna. I do not feel comfortable approving such a large expenditure without more information on the conference. Also the cost is significant especially considering that we could soon be facing a significant budget cut. Also I believe we should draw up formal training request forms so that training requests can be submitted and addressed on paper in a more timely fashion.

### **Membership Comments**

- There is no membership comment.

### **Nomination and Election of Board Members**

- **Secretary:** Alexis Scianna nominates Mark Morris, 2<sup>nd</sup> by Karen Spargo. Alexis Scianna casts a single ballot. Mark Morris is elected Secretary of the Board.
- **Treasurer:** Alexisi Scianna nominates Gloriann Albini, 2<sup>nd</sup> by Karen Spargo. Alexis Scianna casts a single ballot. Gloriann Albini is elected Treasurer of the Board.
- **Vice President:** Mark Morris nominates Jon Lovisolo, 2<sup>nd</sup> by Alexis Scianna. Alexis Scianna casts a single ballot. Jon Lovisolo is elected Vice President of the Board.
- **President:** Gloriann Albini nominates Alexis Scianna, 2<sup>nd</sup> by Karen Spargo. Gloriann casts a single ballot. Alexis Scianna is elected President of the Board.

### **Executive Session**

**Motion is made by Gloriann Albini to enter into executive session and invite Scott Andrews. Motion is 2<sup>nd</sup> by Jon Lovisolo. All in favor, motion carries.**

**Enter executive session at 8:06pm**

**Exit executive session at 9:46 pm**

### **Possible Action on Executive Session**

- No action was taken in executive session.

### **Meeting Adjourned at 9:49pm**

- **Motion to Adjourn is made Karen Spargo. Motion is 2<sup>nd</sup> by Gloriann Ablini. All in favor, motion passes**

Respectfully Submitted,

Mark Morris

2/25/2015