

**Approved**

## **Westport Volunteer Emergency Medical Service**

### **Board of Directors Meeting**

**May 3, 2016**

Yves called the Board of Directors meeting to order at 1902hrs.

Attendance: Jaime Bairaktaris, Yves Cantin, Brian Crane, Erin Finch, Martin Iselin, Jay Paretzky, Chris Siano, Kathy Smith, Sandi MacPherson. Guest: Marc Hartog.

Secretary's Report: Jaime made the motion to accept the May 3, 2016 minutes as posted. Brian seconded the motion. Motion passed unanimously.

Treasurer's Report: Jay handed out the current budget performance report. Yves reported that the funds in the Vehicle Replacement Fund and the Major Equipment Fund were transferred into the checking account to offset the ambulance payments. Our cash position is therefore still in compliance with the operating reserve requirements under the Investment Policy, but all excess amounts have been spent on the new ambulances. Approximately \$33,000 still remains to be paid for the ambulances.

Committee Reports:

Finance. A new set of documents requiring signature has been requested by Wells Fargo Advisors to effect the investment accounts transfer. A meeting with the Financial Advisor has been scheduled for May 13.

Fundraiser: The fundraiser as of today is \$99,283.

Member Relations: Details about the new Incentive Program will be communicated to the membership in the coming months.

Training: Brian reported the current EMT/AEMT refresher has 11 students. The students will earn 32hrs of training credit on Volgistics after completion.

Centrelearn renews in October, we now hold 112 licenses (12 are for WVFD which they are paying for). Mike looked at two other online educational services but they do not offer anywhere near the additional services we have with Centrelearn.

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The most recent IPMBA bike program finished earlier in April. WVEMS intern EMT Nancy Surace successfully completed the course and worked her first special event (Minuteman Roadrace) as a bike team member with Brian this past Sunday morning.

The next CME: MD Andriuk planning to do call reviews. We have additional lecture/hand-on planned in the future. AEMT's will have to complete skills review on new IV catheters.

Bill Min successfully passed Primary Police Motorcycle Training in Troy, Michigan.

CPR: Jay reported we are working with Norwalk EMS, about 11 staff members can become AHA BLS-Instructors. Norwalk EMS has received funding to conduct CPR classes for free and received manikins and AED's. We are training the staff and we have received payment for the Training.

WVEMS has conducted about 150 classes and trained over 1300 students since July first 2015.

Ambulance: The ambulances were turned over the Town of Westport in a ceremony last week.

Jaime made a motion to spend up to \$7,500 for up-dates on 603. This includes GPS, backup camera/monitor, radio, and chevron graphics to match our new ambulances. Erin seconded the motion. Motion passed unanimously.

Scholarship: Scholarship applications are due by June 1<sup>st</sup>.

State/Counsel: Jay reported the new CT OEMS is Ms. Ralf Coler. She has been the Chair person for the Education and Training Committee for years and Educational Director for Hartford Hospital. She announced that the Department had to cut staff due to the State's financial problems. It was announced at the State EMS Advisory Board that Michelle Connelly, the Region One EMS Coordinator has resigned. The CT OEMS is not sure if they can replace her with the required budget cuts.

PR: The Sunrise Rotary presentation is scheduled for June 10<sup>th</sup>. We had press on turnover of new ambulances to the town, Mini Maker Faire, and the delivery of the baby.

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Old Business: Martin made a motion to vote in the following probationary members to WVEMS; Sarah Acselrod, Nicole Arellana, Emma Baxley, Arianna Brekke, Andreas Bub, Sebastian Casellas, Marc Cohen, Jenna Doran, Luke Duffy, Emma Finn, Samatha Gebicki, Willa Grimes, Claudia Guetta, John Healy, Vrinda Kareddy, Adam Katz, Jenna Levantin, Nina Low, Caitlin McVaney, Annika Morgan, Emily Porter, Lauren Rivera, Samatha Sheppard, Nancy Surace, Oliver Viera. Jaime seconded the motion. Motion passed unanimously

Chris made a motion to spend up to \$4,000 in 2016/2017 for a performance incentive program based on the number of volunteer hours plus bonuses. Kathy seconded the motion. 1 Opposed, 7 in favor, motion passed.

Martin made a motion to resolve that the WVEMS officers' authority to execute all documents required to transfer the Audley Scholarship Fund from Morgan Stanley to Wells Fargo is confirmed. Be it further resolved that after such transfer, the authorized signatures on the account shall be that of the President, Vice President and Treasurer, each having authority to request transactions in the account. Erin seconded the motion. Motion passed unanimously.

New Business: Jay presented the proposed budget for 7/1/2016 to 6/30/2017. Jaime made a motion to present the proposed 7/1/2016 to 6/30/2017 budget as amended to the general membership. Kathy seconded the motion. Motion passed unanimously.

The General Membership Meeting on May 24 will start at 6:30pm in the classroom. The business meeting will include a presentation of the next fiscal year budget proposal, nominating committee proposed slate of directors and officers to be elected in June, committee reports.

At 7:15pm the President's Volunteer Service Award presentations will take place.

At 7:45pm Social gathering outdoors with food by Jr.'s Food Truck (Gourmet hot dogs, hamburgers, veggie burgers, condiments, Jr.'s signature French fries, salad, Italian cookies.

Marc Hartog reported the Chief would like WVEMS to wear Blue shirts, like the PD. They would be polo style with embroidered name, (patches for Crew Chiefs), with State and Corp patches on the appropriate arm starting next fiscal year 2016/2017.

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A motion to adjourn was made by Erin and seconded by Martin. The meeting was adjourned at 2055hrs.

Minutes respectfully submitted by Sandi MacPherson, Secretary.