

APPROVED

Westport Volunteer Emergency Medical Service

Board of Directors Meeting

November 3, 2015

Yves called the Board of Director's meeting to order at 1908hrs.

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

Secretary's Report: The minutes for the October 6, 2015 Board of Director's meeting were accepted as posted. A motion to accept the minutes was made by Jay and seconded by Russ. Passed unanimously.

Treasurer's Report: Jay handed out the current budget performance report. Taxes are done and filed. Our accountants Capossela, Cohen, LLC completed our audit of the financial statements for the year ended June 30, 2015. Jay handed out the report and the board will review and discuss at the December BOD meeting. Also the operating reserve amount is to be discussed again at the next board meeting.

Committee Reports:

Finance: Andrea reported the Finance Committee met on Friday, October 30th. Cash needs related to the purchase of two ambulances was discussed. It was noted that obtaining a line of credit to use for short term financing of the ambulances will be investigated. Also, a \$50,000 bond will mature shortly. Both of these may be useful for paying for the ambulances. In addition, a fundraising committee is working on raising money geared solely for the ambulance purchases.

Fundraiser: Russ reported the fundraiser is going out in a week. We will look into the Westport/Weston Chamber of Commerce mentioning our fundraiser in their email newsletter.

Member Relations: Chris is looking into establishing an incentive program for volunteers who work special events.

Training: Brian reported we are waiting on approval for EMT refresher for December/January from OEMS. December In-service is MCI tabletop run by Stamford EMS mandatory for all crew chiefs. Department wide CPR/Osha/Ebola suiting up for January (Mandatory). We will have a one night session and one Saturday session. Mike is trying to secure \$500 from the service for guest speaker in February. Jane Doe No More Foundation to teach responders on how to care for rape victims. April/May we will be hosting IPMBA bike program for Westport and area departments. Centrelearn bill came in reduced to 82 members from previous 100. There is

activity in Centrelearn and many have completed all classes at least twice. Mike's recommendation is to keep it for the larger number of EMTs renewing for 2016 (about half the service is due to 2016). Martin made a motion to spend up to \$6,000 to renew Centrelearn. Erin seconded the motion. 10 voted in favor and 1 abstained. Motion passed.

CPR: The American Heart Association new guidelines for out and Jay is working on setting up training for our instructors, and how we will run our CPR training to comply with new guidelines.

Ambulance: A committee has been set up to ID targets for ambulance funding. Serving on this committee is Andrea, Martin, Kathy, and Yves.

State/Counsel: Jay reported there is no state EMS educator.

PR: The first selectman will attend our November General Membership Meeting later this month. Yves would like a press release ready to go out following the meeting.

Old Business: Kathy has received some information back from the survey that was sent out to the membership. She would like those who have not completed the survey to do so. Kathy made a motion to spend up to \$5,000 for a winter party in January. Sandi seconded the motion. 10 in favor and 1 against. Motion passed.

Marc sent out an email announcing the new crew chiefs; Yves Cantin, Ian Hunter, Amin Seirafi, and Chris Siano.

A motion to adjourn was made by Jay and seconded by Erin. The meeting was adjourned at 2035hrs.

Minutes respectfully submitted by Sandi MacPherson, Secretary