

Approved

Westport Volunteer Emergency Medical Service

General Membership Meeting

December 1, 2015

Yves called the General Membership Meeting to order at 1939hrs. Prior to the GMM First Selectman Marpe spoke to the membership thanking us for our service to the town of Westport. First Selectman Marpe and Yves presented three WVEMS members with the President's volunteer Service Awards. Jay Paretzky and Brian Crane were presented with the President's Lifetime Achievement Award, and Audrone Tarnok received the 2014 Silver President's Volunteer Service Award. Pictures were taken and a press release was immediately sent out.

Attendance: Jay Paretzky, Brian Crane, Andrea Harman, Nancy Surace, Reid Maniscalco, Aliza Gross, Jaime Bairaktaris, Rob Pocius, Chris Siano, Isabel Blair, Russ Blair, Alexander Galvao, Emma Finn, Kathy Smith, Audrone Tarnok, Leah Foodman, Yves Cantin, Kevin Doherty, Bill Min, Marc Hartog, Sandi MacPherson.

Secretary's Report: The minutes for the September 29, 2015 GMM were accepted as posted. The motion to accept the minutes was made by Andrea and seconded by Rob Pocius.

Treasurer's Report: Jay handed out the current budget performance report. The fundraiser brought in about \$30,000 to date.

Committee Reports:

Finance: Andrea reported that the Finance Committee met a couple of times in the last month to discuss two items. 1) Cash flow related to the purchase of the two ambulances, including the possibility of opening a line of credit with Morgan Stanley. 2) Review with Tom Hofstetter of Morgan Stanley of the investment performance which was in line with current market conditions.

Fundraiser: Russ reported the fundraiser is going well, checks are coming in.

Member Relations: Chris reported we are looking into WVEMS special events incentive and will share at the next GMM.

Tod Keenan has announced his retirement from managing our Uniform Incentive Program. The updated Uniform Incentive Program Policy was discussed and is copied below.

Training: Brian reported the EMT refresher will start this Friday, 12/4. Anyone taking the class must email Mike Salvatore by Thursday if they have not done so yet.

December In-service will be a tabletop MCI drill. Class is scheduled for 12/9, but may either be postponed or moved to the library.

Pat's EMT/EMR students will be testing out as EMR's on 12/13, and will be able to ride on the ambulance as EMRs if they pass.

CPR: Expenses have gone up since the AHA changes.

State: At the state level, most hospitals are not continuing with the AEMT program after 2017. Just two hospitals in the Northwestern part of the state are working to continue with that level of certification.

PR: WVEMS banner will be up over Main Street during Christmas and New Year's.

Old Business: The Crew Chiefs had their first meeting, and will meet again in 2/3 months. Marc requested everyone clean out the ambulance to prevent debris from getting into the power load system. This hopefully will cut down on the servicing of the equipment.

New Business: The Social Committee have a date for the winter party, January 30, Saturday at the VFW.

A discussion was held regarding opening a line of credit and the following resolution: Whereas, the WVEMS Investment Policy requires the maintenance of an Operation Reserve. And, whereas, WVEMS expects delivery of two ambulances prior to the originally projected dates which may cause cash to be depleted below the Operating Reserve amount. And, whereas, WVEMS wishes to avoid liquidating investments at this time; be it Resolved, that the President of the

Corporation, or in his absence the Vice President or Treasurer, is authorized to execute on behalf of the Corporation the documents necessary to enter into a line of credit secured by the investments. Such line of credit shall be repayable at any time and may carry a variable interest rate.

2. That the President, or in his absence the Vice President or Treasurer, shall have discretion to utilize all or a fraction of such line of credit on a temporary basis.

3. That the Treasurer shall report monthly to the Board of Directors any outstanding amount under the line of credit with the interest rate applicable thereto. The resolution was submitted and proposed by Andrea Harman, and Seconded by Martin Iselin. The resolution was adopted by unanimous vote upon Russ calling for a vote.

A motion to adjourn was made by Leah and seconded by Isabel. The meeting was adjourned at 2104hrs.

Minutes respectfully submitted by Sandi MacPherson, Secretary

Uniform Incentive Policy Recap: Resolution passed by unanimous vote upon Russ calling for a vote. Starting January first, please email your purchase request to Joshua Rosen <Joshua.rosen91@gmail.com>. Joshua will ascertain the amount of the allowance for each individual member and insert the figure on the purchase order. Purchase orders are then placed in an envelope to the member's attention and posted on the bulletin board in the day room. New members may request reimbursement for their first uniform items based on their hours of service during their first year. They should turn in their paid receipts to the Treasurer with a request for reimbursement. The treasurer will then ascertain the amount of the reimbursement after consulting with Mr. Rosen. The allowance is computed at the rate of \$1.50/volunteer hour up to a calendar year maximum of \$250. Please see the Board of Directors resolution copied below for further details such as how to obtain an annual allowance of \$350**

A few vendors currently accept WVEMS purchase orders and bill WVEMS directly: New England Uniform (Bridgeport and Danbury); Galls (use their website to identify what you need and then call them on the phone to place the order with your purchase order number; make sure you identify WVEMS as the organization

to be billed, NOT WEMS or WPD); Liberty Army and Navy (Westport). If the needed item is not available from these vendors, it can be ordered and paid for by the member after obtaining a purchase order. The member can then request reimbursement from the Treasurer with copy of the purchase order and paid receipt. It is recommended that members consult with the President, Vice President or Treasurer to confirm that an item is eligible for reimbursement before making a non-uniform purchase.

****Resolved, That the WVEMS Uniform Incentive Program Rules are hereby amended to provide for the issuance of purchase orders for uniform or equipment items (other than first aid or similar supplies) to be used while serving at WEMS based on the \$1.50 per volunteer hour worked rate, for an annual maximum for \$250, or \$350 for members who volunteer 300 or more hours in a six months period. Be it further resolved that new members, upon presentation of invoices they paid for the aforementioned items during their first year of service, shall be authorized to request reimbursement, for full item prices, to their attention of up to \$250 for their volunteer hours worked at the rate of \$1.50/hr. rather than request a purchase order for future purchases based on said hours. Updated November 30, 2015.**