

# January 5, 2021 BOD Meeting

Quorum is 7 out of 11 board members.

**Call to Order:** 1902

**Attendees:** Mike Burns, Stew Reifler, Yves Cantin, Dan Guetta, Sandi Macpherson, Andrew Dinitz, Nancy Surace, Larry Kleinman, Erin Finch, Brian Crane, Andy O'Brien, Martin Iselin, Myra Goldberg, Jamie Bairaktaris, Marc Hartog

**Approval of prior minutes:** Sandy/Andy. Unanimously passed

**Treasurer's Report:** see report. Town revenues are down but a check was misplaced and will be added soon. Call volumes are down.

**Committees:**

**Finance:**

- Committee decided to move 4% of our cash to equities to bring our targets more in line.
- Audley account will be rebalanced to mirror the investment account
- The Treasurer report submitted to the BOD has Wells Fargo balances.

**Fundraiser (if needed):**

- See report. Donation amounts are up as well as the number of credit card donations.

**Member Relations:**

- none

**Recruitment and Retention:**

- Andy and Mike are looking into getting shirts for the membership.

**Training:**

- Rick reports Careercert is working well

**CPR / SW Council:**

- See report

## **Public Relations:**

- The Facebook campaign ended to what seems to be great success. The amount we spent on advertising seems to have paid off but it is very hard to tie it directly. The end of the fundraising campaign will be the best way to judge overall impact.
- Good press recently on some of our members getting Covid-19 vaccinations

## **House:**

- All going well with kitchen supplies. If anyone wants to order supplies via Amazon please let Mike know

## **Vehicles:**

- UTV- The UTV committee is recommending a purchase and we need a motion and a vote on the following purchases which have already been fully funded and the membership was notified on December 5th:
  - \$32,978.92 for the purchase of a John Deer Mach 1 EMS UTV
  - \$10,000 for a trailer to house the UTV.

Discussion ensued regarding its use and training for its use. Motions made by Andy/Sandi for each and voted on separately. Unanimously passed on both motions.

## **Old Business:**

- Tri-band radios are now in service. RTM has approved an upgrade of the town-wide radio systems for emergency services
- Status on new Life member notifications- pending.
- Status on member profile/photo project- pending.
- Vaccinations have begun for active members.
- What is the plan for the next orientation for the remaining people on the waiting list? Due to capacity constraints they will have to wait until the current interns are signed off. Marc reminded everyone, especially Crew Chiefs to work with interns to get their skills signed off.
- EMT class- status on off site possibilities. Ben Frimmer has tentatively gotten the use of the classrooms at Temple Israel for our class which will include some storage space for our supplies. We may need to pay custodial fees and also allow one of their staff to take the class free of charge. A discussion ensued as to the viability of doing it as a hybrid class with the aim being to have the instructor handle all aspects of running the class. Many questions remain to see if it will be workable. Mike and Larry are going to try to get some of the questions

answered as soon as possible so we can get the process moving if we are going to do it. They will report to the BOD as soon as they have answers.

### **New Business:**

- Members need to have a W4 on file with the town in order to be eligible for the tax abatement program. The list of eligible members will be furnished around March or April.
- Congratulations to Erin Finch on getting married!

**Adjournment:** Andy/Sandi at 2012

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01/04/21

Cash Basis

## Westport Vol. EMS Profit & Loss Budget vs. Actual December 2020

	Dec 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
050 · OLD ACCTS	0.00	0.00	0.00	0.0%
50100 · PATIENT CONTRIBUTIONS	2,000.00	4,583.00	-2,583.00	43.6%
50200 · FUNDRAISER	38,190.22	20,000.00	18,190.22	191.0%
50300 · OTHER DONATIONS	1,533.18	833.00	700.18	184.1%
50400 · COURSES				
50004 · CPR	1,955.00	958.00	997.00	204.1%
<b>Total 50400 · COURSES</b>	<b>1,955.00</b>	<b>958.00</b>	<b>997.00</b>	<b>204.1%</b>
50500 · OPERATING INTEREST	0.12			
<b>Total Income</b>	<b>43,678.52</b>	<b>26,374.00</b>	<b>17,304.52</b>	<b>165.6%</b>
<b>Gross Profit</b>	<b>43,678.52</b>	<b>26,374.00</b>	<b>17,304.52</b>	<b>165.6%</b>
<b>Expense</b>				
60011 · PROFESSIONAL FEES - AUDIT	0.00	3,000.00	-3,000.00	0.0%
60043 · PUBLIC RELATIONS	0.00	250.00	-250.00	0.0%
60044 · RETENTION AND RECRUITMENT	0.00	250.00	-250.00	0.0%
60200 · CAPITAL EXPENSES	0.00	750.00	-750.00	0.0%
60300 · OFFICE & MANAGEMENT	0.00	416.00	-416.00	0.0%
60310 · MEMBER SUPPORT SVCS				
60299 · NON-CAPITAL BUILDING/FIXTURES	0.00	167.00	-167.00	0.0%
60009 · COFFEE EXPENSES	595.99			
60010 · DAY ROOM/KITCHEN SUPPLIES	510.16			
60030 · CABLEVISION	212.98			
60310 · MEMBER SUPPORT SVCS - Other	0.00	1,417.00	-1,417.00	0.0%
<b>Total 60310 · MEMBER SUPPORT SVCS</b>	<b>1,319.13</b>	<b>1,584.00</b>	<b>-264.87</b>	<b>83.3%</b>
60330 · UNIFORM ALLOWANCE PROGRAM	-257.78	583.00	-840.78	-44.2%
60340 · FUND RAISER				
60341 · Credit Card Processing Fee	306.97	240.00	66.97	127.9%
60340 · FUND RAISER - Other	1,985.60	750.00	1,235.60	264.7%
<b>Total 60340 · FUND RAISER</b>	<b>2,292.57</b>	<b>990.00</b>	<b>1,302.57</b>	<b>231.6%</b>
60360 · AWARDS	672.45			
60380 · TRAINING				
60022 · In service	0.00	400.00	-400.00	0.0%
60021 · Stop The Bleed	0.00	83.00	-83.00	0.0%
60382 · On-Line Courses	240.00			
60381 · Tuition Reimbursement EMT-B	0.00	410.00	-410.00	0.0%
60003 · CPR / FIRST AID TRNG	740.60	960.00	-219.40	77.1%
60038 · MISC. TRNG	0.00	83.00	-83.00	0.0%
<b>Total 60380 · TRAINING</b>	<b>980.60</b>	<b>1,936.00</b>	<b>-955.40</b>	<b>50.7%</b>
60420 · HOSPITALITY/SUNSHINE	0.00	42.00	-42.00	0.0%

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01/04/21

Cash Basis

**Westport Vol. EMS**  
**Profit & Loss Budget vs. Actual**  
**December 2020**

	<u>Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>60500 · WEMS OPER. BDGT</b>				
<b>60260 · RADIOS</b>	0.00	180.00	-180.00	0.0%
<b>60042 · Equipment Repairs &amp; Maintenance</b>	272.00			
<b>60014 · VEH .MAINTENANCE</b>	2,440.74	2,083.00	357.74	117.2%
<b>60037 · MEDICAL SUPPLIES</b>	246.48	2,083.00	-1,836.52	11.8%
<b>60500 · WEMS OPER. BDGT - Other</b>	813.59	416.00	397.59	195.6%
<b>Total 60500 · WEMS OPER. BDGT</b>	<u>3,772.81</u>	<u>4,762.00</u>	<u>-989.19</u>	<u>79.2%</u>
<b>Total Expense</b>	<u>8,779.78</u>	<u>14,563.00</u>	<u>-5,783.22</u>	<u>60.3%</u>
<b>Net Ordinary Income</b>	34,898.74	11,811.00	23,087.74	295.5%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>Dividend Income</b>	9,827.24	1,250.00	8,577.24	786.2%
<b>Total Other Income</b>	<u>9,827.24</u>	<u>1,250.00</u>	<u>8,577.24</u>	<u>786.2%</u>
<b>Net Other Income</b>	<u>9,827.24</u>	<u>1,250.00</u>	<u>8,577.24</u>	<u>786.2%</u>
<b>Net Income</b>	<u><u>44,725.98</u></u>	<u><u>13,061.00</u></u>	<u><u>31,664.98</u></u>	<u><u>342.4%</u></u>

## Westport Vol. EMS Profit & Loss Budget vs. Actual July through December 2020

	Jul - Dec 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
050 · OLD ACCTS	0.00	0.00	0.00	0.0%
50100 · PATIENT CONTRIBUTIONS	28,900.00	27,500.00	1,400.00	105.1%
50200 · FUNDRAISER	108,831.54	60,000.00	48,831.54	181.4%
50300 · OTHER DONATIONS	33,337.11	5,001.00	28,336.11	666.6%
50400 · COURSES				
50004 · CPR	3,315.00	5,752.00	-2,437.00	57.6%
<b>Total 50400 · COURSES</b>	<b>3,315.00</b>	<b>5,752.00</b>	<b>-2,437.00</b>	<b>57.6%</b>
50500 · OPERATING INTEREST	0.75			
50900 · OTHER				
MISCELLANEOUS INCOME9	4.88			
<b>Total 50900 · OTHER</b>	<b>4.88</b>			
<b>Total Income</b>	<b>174,389.28</b>	<b>98,253.00</b>	<b>76,136.28</b>	<b>177.5%</b>
<b>Gross Profit</b>	<b>174,389.28</b>	<b>98,253.00</b>	<b>76,136.28</b>	<b>177.5%</b>
<b>Expense</b>				
60011 · PROFESSIONAL FEES - AUDIT	13,000.00	13,500.00	-500.00	96.3%
60043 · PUBLIC RELATIONS	219.49	1,500.00	-1,280.51	14.6%
60044 · RETENTION AND RECRUITMENT	0.00	1,500.00	-1,500.00	0.0%
60200 · CAPITAL EXPENSES	0.00	4,500.00	-4,500.00	0.0%
60300 · OFFICE & MANAGEMENT				
60013 · GENL. OFF. EXP.	300.20			
60018 · REPAIRS MAINT.	-1,950.83			
60026 · COMPUTER	319.98			
60032 · OFFICE SUPPLIES	46.09			
60300 · OFFICE & MANAGEMENT - Other	0.00	2,501.00	-2,501.00	0.0%
<b>Total 60300 · OFFICE &amp; MANAGEMENT</b>	<b>-1,284.56</b>	<b>2,501.00</b>	<b>-3,785.56</b>	<b>-51.4%</b>
60310 · MEMBER SUPPORT SVCS				
60299 · NON-CAPITAL BUILDING/FIXTURES	0.00	999.00	-999.00	0.0%
60009 · COFFEE EXPENSES	1,933.65			
60010 · DAY ROOM/KITCHEN SUPPLIES	1,323.71			
60030 · CABLEVISION	1,277.88			
60040 · OTHER MEMBER SUPPORT	1,347.00			
60310 · MEMBER SUPPORT SVCS - Other	5.31	8,499.00	-8,493.69	0.1%
<b>Total 60310 · MEMBER SUPPORT SVCS</b>	<b>5,887.55</b>	<b>9,498.00</b>	<b>-3,610.45</b>	<b>62.0%</b>
60330 · UNIFORM ALLOWANCE PROGRAM	1,064.18	3,501.00	-2,436.82	30.4%
60340 · FUND RAISER				
60341 · Credit Card Processing Fee	966.50	705.00	261.50	137.1%
60340 · FUND RAISER - Other	11,319.44	12,500.00	-1,180.56	90.6%
<b>Total 60340 · FUND RAISER</b>	<b>12,285.94</b>	<b>13,205.00</b>	<b>-919.06</b>	<b>93.0%</b>

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Cash Basis

**Westport Vol. EMS**  
**Profit & Loss Budget vs. Actual**  
 July through December 2020

	Jul - Dec 20	Budget	\$ Over Budget	% of Budget
60360 · AWARDS	725.04	500.00	225.04	145.0%
60370 · ANNUAL AWARDS MEETING	0.00	4,000.00	-4,000.00	0.0%
60380 · TRAINING				
60022 · In service	0.00	1,600.00	-1,600.00	0.0%
60021 · Stop The Bleed	0.00	502.00	-502.00	0.0%
60382 · On-Line Courses	4,440.00	7,000.00	-2,560.00	63.4%
60381 · Tuition Reimbursement EMT-B	1,875.00	2,490.00	-615.00	75.3%
60003 · CPR / FIRST AID TRNG	2,818.06	5,740.00	-2,921.94	49.1%
60038 · MISC. TRNG	0.00	500.00	-500.00	0.0%
60391 · OUTSIDE EMS CONFERENCES	0.00	6,000.00	-6,000.00	0.0%
<b>Total 60380 · TRAINING</b>	<b>9,133.06</b>	<b>23,832.00</b>	<b>-14,698.94</b>	<b>38.3%</b>
60410 · INSURANCE	898.00	1,000.00	-102.00	89.8%
60420 · HOSPITALITY/SUNSHINE	0.00	248.00	-248.00	0.0%
60500 · WEMS OPER. BDGT				
60260 · RADIOS	8,423.00	9,420.00	-997.00	89.4%
60042 · Equipment Repairs & Maintenance	27,212.60			
60014 · VEH .MAINTENANCE	9,889.57	12,501.00	-2,611.43	79.1%
60037 · MEDICAL SUPPLIES	5,956.33	12,501.00	-6,544.67	47.6%
60500 · WEMS OPER. BDGT - Other	4,141.77	2,501.00	1,640.77	165.6%
<b>Total 60500 · WEMS OPER. BDGT</b>	<b>55,623.27</b>	<b>36,923.00</b>	<b>18,700.27</b>	<b>150.6%</b>
<b>Total Expense</b>	<b>97,551.97</b>	<b>116,208.00</b>	<b>-18,656.03</b>	<b>83.9%</b>
<b>Net Ordinary Income</b>	<b>76,837.31</b>	<b>-17,955.00</b>	<b>94,792.31</b>	<b>-427.9%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Interest Income	4.02			
Dividend Income	14,748.23	7,500.00	7,248.23	196.6%
<b>Total Other Income</b>	<b>14,752.25</b>	<b>7,500.00</b>	<b>7,252.25</b>	<b>196.7%</b>
<b>Net Other Income</b>	<b>14,752.25</b>	<b>7,500.00</b>	<b>7,252.25</b>	<b>196.7%</b>
<b>Net Income</b>	<b>91,589.56</b>	<b>-10,455.00</b>	<b>102,044.56</b>	<b>-876.0%</b>

WVEMS ANNUAL FUNDRAISER STATUS REPORT (10/15/20-1/02/2021)

BOARD OF DIRECTORS MEETING January 5, 2021

Our Annual Fundraiser committee activities are ongoing. As of Friday, January 1st, we had 60 more donations to process. As expected, we saw a surge in donations during the last week of December. We processed 193 donations adding up to \$36,522.17 since my December report to the Board. Our next and last major campaign activity will be our mid-February mailer to all addresses in town. We will also prepare an email blast to our lapsed donors after confirming lapsed and new donor data.

As you will see from the table below, we are well positioned to at least match last year's total (\$118,031) and perhaps report our best year ever.

We should have a final report and debriefing available for the April Board of Directors meeting.

Please do not hesitate to let us know if you have any questions.

Year to Year Comparison	10/15/20-01/03/21	10/15/19-01/03/19	Change
Dollars (Donations Processed)	\$109,435.87	\$87,401.66	+\$22,034.21
Number of Credit Card Donations	202	125	+77
Donated by credit card	\$29,136.87	\$15,081.15	+\$14,055.72
Number of processed donations	670	670	+0
New Tributes	17	8	+9
First Time Donors*	136	113	+23

Source: ELEO database system

\*Report needs to be validated

Yves Cantin  
January 3, 2021



12/29/2020

To: WVEMS President, WVEMS -Secretary

From: Jay B. Paretzky

Subject: Jay's December 2020 report

Hello

WVEMS CPR/First Aid January 1<sup>st</sup> to December 29, 2020 100 classes held with 482 students

CTEMSAB ( Advisory Board) virtual met on 12/21/20

EMS personnel are 1-A on the list for the COVID-19 vaccine.

EMS-C ( EMS for children) Is out of Yale- New Haven is looking to hire their Program Coordinator.

The newly formed Health & Wellness Committee of the Board has created a survey that was sent out to all EMS providers.

CMED is working on a statewide manual and it should be completed In January 2021

The Board's Data committee is being set up with new members.

CORP awards still need to be given out in Regions one and three

CT Legislation session starts January 6, 2021 and will be virtual

MIH still being worked on

Education & Training working on protocols exam questions

Let me know if you have any questions. Jay B. Paretzky cell 203 247-9883