



TOWN OF MONROE

EMERGENCY MEDICAL SERVICES COMMISSION

MEETING MINUTES - AMENDED

April 27, 2022 7:30pm
Monroe Town Hall

In Attendance:

John Brenna, Chairman
Paul Resnick, Vice Chairman
Lisa Pane, Commissioner, Absent
Pete Oliva – Commissioner
Michelle Widdows - Commissioner
Don Smith, Chief of Service
Craig Rosenberg – Deputy Chief of Service
Dan Hunsberger – CMED

Call to order: Chairman Brenna called the meeting to order at 7:07 pm.

March 30, 2022 Meeting Minutes Approval

Commissioner Oliva made a motion to approve the March 30, 2022, meeting minutes. Commissioner Widdows seconded the motion. All in favor – Vote 4/0

Chairman comments:

- **EMS Protocols update** - OEMS announced that as of April 1, 2022 the 2022.1 version of the Connecticut Statewide EMS Protocols have been approved by the Commissioner and have been published to the Statewide EMS Protocols page of the OEMS website. A companion summary document of the revision changes is included. These updates represent the ongoing work of the CEMSMAC Protocol Subcommittee through collaborations across the spectrum of medical oversight from the EMS sponsor hospitals, regional Medical Advisory Committees, Connecticut EMS Medical Advisory Committee and the Department of Public Health. Implementation for each EMS organization is under the direction of their EMS sponsor hospital.
 - Copies of the summary updates were provided to Commission meeting attendees.
- **National EMS Week – 5/15 thru 5/21**
 - A community awareness program discussion prompted the need for development of a media plan.
 - **45TH Anniversary** - During 2022 Monroe Volunteer EMS will celebrate a 45-year milestone providing emergency medical service to the community.
- **Monroe COVID Stats**
 - 3,222 Confirmed Cases -642 Probable cases
 - Total Deaths – 24
 - # Of people tested -17,028
 - 54 new cases month to date in Monroe
- **Cultural Humility Program** – All Commissioners received the notice and the sign-up contact information for participation

CMED Report

- Representative Dan Hunsberger reported the following:
 - Mutual aid calls have increased in the Southwestern region due to call volume rise.
 - A new Director of Operations position was developed and filled.
 - Text messaging issues were fixed by changing carriers from VZ to AT&T.

Budget and Finance Performance review

- **QMC Billing Report Review – as of April 19, 2022**
 - YTD Billed - \$1,735,466 - 68% increase over prior year, as a result of increased call volume.
 - YTD Payments received – \$517,387 - 26% increase over prior year.

Service Chief's Monthly Performance Report

- Ambulance #952 – Vehicle damage has been assessed and repair work is progressing. No date yet to return to service.
- The Chief's performance report was reviewed and discussed.
 - Performance statistics - Call coverage, call handling, membership, vehicle maintenance, committee activity and budget. It was noted call volume continues to increase.
 - Heating is the largest expense due to the renovation project. increased fuel and electricity expenses – under review with Finance.
 - The Service Chief stated current EMS policies and procedures are in process of being updated. Target timeframe for completion and review with Commission projected within the next 2 to 3 months.
 - Established an Interior Design planning committee for the new building.
 - Discussion regarding the addition of a LUCAS device for fly-car 954.
 - The Fund-raiser program yielded over \$27,000. A special thank you to all local residents and businesses for their donation contributions.
 - A new state program named Everbridge for sending text messages to an APP is under review. More information to follow.

Unfinished Business – Status update

- **Building Renovation Project review** – Status update
 - Footings / Foundation/Exterior Framing Walls for the 1st addition completed.
 - The 2nd floor build-out construction is progressing. The second addition is planned to start during May.
- **ALS/BLS bid project** for paid service provisioning is progressing on schedule for completion before the start of the 2022/2023 fiscal period.
- **EMS Policies and Procedures** – Each policy and procedure are being updated for review with the EMS Commission.

New Business

- 45th Anniversary for Monroe Volunteer EMS - (1977-2022)
- National EMS Week – (5/15 – 5/21)
- **Planning for Volunteer EMT resource growth** – ideas and discussion areas:
 - 6-9 months planning for future 2023 EMT Staffing
 - National EMS Week – community awareness provides opportunity to promote future EMT classes – The Service Chief will follow up with the Executive Board for a media program.
 - High School career day presentations:
 - Focus on basic anatomy and physiology relevant to serving as an EMT, with an emphasis on the nervous system, cardiovascular, and respiratory systems. Learn how to care for the sick and injured, including dealing with communicable diseases and trauma.
 - Promotion during EMS Week – Monroe Sun - Facebook – Websites (EMS and Town)
 - Tri-fold Pocket handouts at local businesses – On becoming a volunteer EMT
 - Driver Training Class
 - Next Scheduled EMT Class – Target for end of Year upon building completion.
 - November/December – Open House
- **Public Participation – None**
- **Adjournment 8:33 pm.**
 - Motion to adjourn by Commissioner Oliva. Motion seconded by Commissioner Widdows. All in favor. Vote: 4/0.

Next EMS Commission Meeting is scheduled for Wednesday May 25, 2022.

Submitted by John Brenna, EMS Commission Chairman