



TOWN OF MONROE
EMERGENCY MEDICAL SERVICES COMMISSION
REGULAR MEETING MINUTES
August 27, 2025 - 7:00 PM
EMS Headquarters Conference Room
54 Jockey Hollow Rd.

PRESENT:	Vice-Chairman	Pete Oliva
	Commissioner	Nick Rotondo (via phone)
	Commissioner	Bob Zawatski
	Chief	Craig Rosenberg
	EMS Administrator	Lisa Pane
	Captain	Ryan Condon
ABSENT:	Commissioner	Michelle Widdows
	Chairman	Paul Resnick
	Deputy Chief	Rachel Murphy

I. Vice Chairman Oliva called the meeting to order at 7:05 p.m.

II. Pledge of Allegiance

III. Motion to approve the minutes of July 2, 2025 (rescheduled June Meeting, no July meeting)

Motion: R. Zawatski

Second: N. Rotondo

Motion passed: 3-0

IV. The Administrator's Report

A: Southwest EMS Council Region One Update: Meeting August 7, 2025

1. Legislative:

a. Seeing a 10 – 15% increase in drug prices over the next 6 months.

2. MCI Planning committee regional drill scheduled September 16th at Sherwood Island State Park.

3. SWRCC: June 2025 call volume was 9527 a 1.3% increase. July 2025 call volume was 9678, a 1.5% increase from June.

B: The administrator's report was reviewed and questions were answered regarding building repairs and OSHA training.

V. Budget and Finance Review

A. There are currently no issues with the budget.

B. Fundraising: Our fundraising chairperson has stepped down. We received a large donation of food from an appreciative patient. Financial donations continue to trickle in.

VI. EMS Chief: Craig Rosenberg

A. June Statistics: We received 144 calls, including 24 "second+" calls, and required mutual aid 13 times. We provided mutual aid service to other towns two times.

- B. July Statistics: We received 141 calls, including 25 “second+” calls, and required mutual aid 5 times. We provided mutual aid service to other towns two times.
- C. The First Selectman has approved the purchase of dash cams for the ambulances. We will be getting an updated quote.
- D. We are waiting on a quote from Norcom for new portable radios.
- E. 9/11 Ceremony at MFD # 1 at 1900.
- F. Deputy Chief Murphy will be moving and stepping down from her position.
- G. Our new uniforms have come in and the new vendor did a nice job.
- H. We will be setting up a time for filming the new recruitment video.
- I. The new EMT class will be starting Sept. 22, there are 6 students registered so far.

VII. CMED (Southwest Regional Communication Center): Report from Dan Hunsberger

- A. They changed the employees’ schedules, and they are happy.

VIII. Unfinished Business

- A. Building status: No update, still waiting for the ceiling to be painted in the bay.
- B. Community Activity Update: Covering Monroe Lions Football, Masuk Football, we covered the Jam at the Dam and Monroe Night Out.
- C. New Vehicle RFP: We received only one bid after amending and extending the deadline. We would like to reopen the bid to get additional proposals and are waiting for the Town Attorney for advice.
- D. Chief Rosenberg reached out to the state regarding keeping 951 as backup. We would have to apply to have a fourth ambulance, which would need to be fully stocked and ready to operate at all times. Chief Rosenberg does not think that this is fiscally reasonable at this time.
- E. We are moving forward and transitioning to the new billing company
- F. Vehicle status update: No updates

IX. New Business:

- A. Lions Football requires coverage for all games, and we use VEMS as our contracted service for this coverage. The Lions have agreed to pay OT rates for coverage if needed. We are asking to have VEMS employees that are also Monroe volunteers be allowed to cover these paid events in Town as VEMS employees. The Commission has no concerns with this.
- B: Chief Rosenberg presented two new policies & procedures for approval.

Motion to approve new fire procedure with addition of calling 911 or CMED on the radio.

Motion: N. Rotondo
 Second: R. Zawatski
 Motion passed: 3-0

Motion to approve the new training program policy and procedure.

Motion: N. Rotondo
 Second: R. Zawatski
 Motion passed: 3-0

XI. Public Participation: None

There being no further business, Vice-Chairman Oliva adjourned the meeting at 8:41 pm.