Groton Ambulance Association

Board of Directors Meeting

July 10, 2024

Board members present: Chet Kaniecki (President), Rob McDermott (Vice President/Secretary/Treasurer), Kelsey Gomes (Training Officer), Paula Edwards (Member at Large #1), Martha Brucker (Member at Large #2)  
  
Other members: Elaina Jantzi, Dre’Ana Singleton

1. President Kaniecki called the July Board of Directors meeting to order at 18:00 with all board members present.
2. Motion by Martha Brucker and seconded by Kelsey Gomes to accept minutes from the June Board of Directors meeting as posted. Motion carried unanimously.
3. Officers Report
   1. President
      1. Items to be discussed in Old and New Business.
   2. Vice President
      1. No report.
   3. Secretary/Treasurer
      1. See attached submitted report. Motion by Kelsey Gomes and seconded by Martha Brucker to accept treasurer’s report as read. Motion carried unanimously.
   4. Training
      1. There are six trainees in the program, making good progress. Three interns have scheduled testing. Five of the trainees will be assisting at Sailfest on 7/13.
      2. The EVOC training class held in July went well with Christian, Jacob, Chloe, and Lexi now in driver training.
      3. The monthly training for July will be scheduled in person with details to come soon.
      4. National Night Out is scheduled for August 6th with GAA having two booths. Car Seat Technicians and CPR Instructions are being asked to attend the booths at this event.
   5. Member at Large #1
      1. No report.
   6. Member at Large #2
      1. No report.
   7. Vehicle Officer (Written report read by President Kaniecki)
      1. G300 has been prepared for maintenance in Florida.
      2. G302 airhorn issues are scheduled to be fixed next week.
4. Old Business
5. An email vote was conducted by the board June 13 to staff one full crew rather than two on June 16th to avoid a burden on full time staff on Father’s Day. Motion carried unanimously.
6. An email vote was conducted by the board June 15 to change the status of Madelyn Koning and Chloe Kalahar to Part Time for the summer shift bid. Motion carried unanimously.
7. An email vote was conducted by the board July 1 for a request from Skyler Hatter to change status from Full Time to Part Time effective July 14. Motion carried unanimously.
8. An email vote was conducted July 3 for a request from Evelyn Layne to change status from Per Diem to Part Time effective July 28. Motion carried unanimously.
9. An email vote was conducted July 3 for a request from April Sandt to change status from Part Time to Per Diem effective immediately due to extenuating circumstances. Motion carried unanimously.
10. An email vote was conducted July 8 for the board’s permission for President Kaniecki to enter into an agreement for yearly renewal for required insurance. This was for property insurance and the cost was reduced by $6,400. Motion carried unanimously.
11. An email vote was conducted July 8 for the purchase of two electric bicycles at the cost of $10,246 using ARPA funds for use in community events. Motion carried 3-2-0 with Rob McDermott and Paula Edwards voting no.
12. The parking lot sign has been installed.
13. GAA participated in the 4th of July parade.
14. The Navy Subase will be holding a drill on September 12 from 8:30-11:30 and GAA will need as many people as possible to assist.
15. The Sailfest fireworks will have four ambulances attending the event on July 13. President Kaniecki will ask other agencies if they can assist with in town calls.
16. New Business
    * 1. Motion by Kelsey Gomes to approve the months of September, October, and April for respective awareness maintaining the same process in place in perpetuity. Discussion noted that Alzheimer Awareness in September, Breast Cancer Awareness in October, and Autism Awareness in April tshirts and donations have done well, and this motion would be to help plan the event so shirts can be designed and ordered in time. Motion carried unanimously.
      2. Two new applicants have interviews scheduled next week.
      3. One June 17, President Kaniecki emailed all staff with CT requirements for “Transporting Youth Psych Evaluations to Alternate Facilities” which included information on criteria for sending patients under 18 for psychiatric evaluations to The Child and Family Agency of Southeastern Connecticut in New London rather than the L&M emergency room. President Kaniecki noted that so far one patient had been transported there and it worked well although they were not able to assist with billing. He will be meeting with the facility staff to communicate expectations for future transports.
      4. President Kaniecki will be emailing staff with a request to support use of a stair chair to remove an airline passenger from a plane at Groton Airport on August 1, and a similar request to help load the passenger on to the plane on September 12.
      5. President Kaniecki was informed by Ryan Boulanger that there is a movie being filmed in Groton and he will email out details if someone would be able to support a standby.
      6. President Kaniecki noted there is a vacancy on the hiring committee, and to email him if interested in joining.
      7. In the June Board of Directors meeting the shift bids were changed from every 6 months to every 3 months. President Kaniecki asked for a recommendation from the SOP and Bylaw committee on how to properly handle the distribution of time off with this change. Discussion noted that hours between Per Diem and Full Time vary so it makes it difficult to properly assign hours in a six month period.
      8. Motion by Kelsey Gomes and seconded by Martha Brucker that status change requests made prior to the shift bid will have their effective date changed to the start of the next shift bid except in extenuating circumstances. Discussion noted that staff planning to change between Part Time, Per Diem, and Full Time statuses made it difficult to properly assign shifts as status could be changed in the middle of a shift bid. Going forward to prepare for the next shift bid, staff will need to request a change in status about a month prior to the effective shift bid. This update will allow the upcoming shift bid to properly reflect status. Motion carried unanimously.
      9. Motion by President Kaniecki and seconded by Paula Edwards for personnel Kelsey Gomes and Skyler Hatter who have changed status from Full Time to Part Time to be restricted to the maximum use of 96 hours of Sick time, 30 hours of PTO, and 0 hours of paid vacation in the interim period while the SOP and Bylaw Committee determines the recommendation on how to handle time off distribution (as noted in New Business item vii above). Discussion noted that it is unclear from current documentation how to handle Full Time staff changing to Part Time with existing paid vacation as Part Time only has unpaid vacation. Motion carried 3-0-1 with Kelsey Gomes abstaining and Martha Brucker absent at time of voting due to being on a call.
17. Good of the Order
    * 1. President Kaniecki congratulated employees who had their hire date anniversaries in July:  
         April Sandt 7 years

Alyssa Walters 5 years

1. Motion by Paula Edwards and seconded by Kelsey Gomes to adjourn at 19:26. Motion carried unanimously.

Respectfully Submitted,

Rob McDermott

Vice President/Secretary/Treasurer