Groton Ambulance Association

Board of Directors Meeting

November 13, 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: Christian Lombardi

1. President Kaniecki called the November Board of Directors meeting to order at 18:01 with all board members present.
2. Motion by Paula Edwards and seconded by Kelsey Gomes to accept minutes from the October 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. The SOP committee completed updates for the Employee Handbook to be discussed in Old Business. The next committee meeting is next week.
   3. Secretary/Treasurer
      1. Past meeting minutes are current on grotonambulance.org and Aladtec.
      2. See attached submitted Treasurer’s report. Motion by Paula Edwards and seconded by Martha Brucker to accept treasurer’s report as read. Motion carried unanimously.
   4. Training
      1. Mandatory compliance training which includes a presentation from Electric Boat’s training department had two of three sessions so far.
      2. Hoyt Emery and Kelly Gillis have completed orientation and are starting the training program.
      3. Dre Singleton has received her EMT certification.
      4. Taylor Sanders and Michael Ibrahim are making good progress in the training program.
      5. Jacob Goes, Melanie Herrans-Polen, and Hannah Warner are working to schedule their EMT tests.
      6. Chloe Kalahar has been signed off as a driver.
      7. Lexi Myers is making good progress in driver training.
      8. A volunteer application has been received.
   5. Member at Large #1
      1. No report.
   6. Member at Large #2
      1. No report.
   7. Vehicle Officer
      1. G300 is having a control panel screen installed. G301 is having a back door lock issue repaired. G302 does not have a functioning airhorn. G304 has issues with the catalytic converter. The ambulances will have onspots and undercoating done soon.
4. Old Business
5. An email vote was conducted by the board October 16 to renew the Aladtec software contract for 7 years. Motion carried unanimously.
6. An email vote was conducted by the board October 27 from a request by Kelsey Fowler to change from Full Time to Part Time for the upcoming shift bid. Motion carried unanimously.
7. An email vote was conducted by the board November 4 from a request by Kelsey Ruth Schneider to change from Full Time to Part Time for the upcoming shift bid. Motion carried unanimously.
8. Motion by VP McDermott and seconded by Martha Brucker to approve the revised main section of the Employee Handbook (sections 1 to 7) and Appendixes D, E, F, G, and H as presented. Discussion noted the good work the SOP committee made in updates. Further updates are needed for Appendixes A, B, C. Motion carried unanimously.
9. President Kaniecki and VP McDermott attended a second meeting October 29 with the Groton Town Safety Committee, consultant Bob Holdsworth, and Mystic River Ambulance on the topic of changing Groton Ambulance and Mystic River ambulances to essential services. The next meeting will be held November 19.
10. President Kaniecki and three members of the Ambulance committee attended to EMS Expo at Foxwoods to review suitable ambulances.
11. The meeting was in recess from 18:40 to 19:06 due to lack of a quorum.
12. No update on the Twiage software deployment.
13. GAA did not attend the Groton Airport drill.
14. No update on IRS fees due to Quickbooks error.
15. New Business
    * 1. President Kaniecki noted the SAM account for federal grants has been renewed.
      2. President Kaniecki submitted the annual Board of Directors report to the State of Connecticut and it was approved.
      3. President Kaniecki negotiating the L&M Pequot update.
      4. Worker’s Compensation Trust contract is coming up for renewal for next year.
      5. The hiring committee held three interviews and have voted to send two applicants job offers.
      6. Christian Lombardi will attend a job fair to represent Groton Ambulance in Montville on November 20th.
      7. President Kaniecki will send out a trial shift bid for December.
      8. Motion by President Kaniecki and seconded by VP McDermott to allot $200 to install wreaths on the front of the ambulances. Motion carried 3-0-2 with Kelsey Gomes and Paula Edwards abstaining.
      9. Motion by President Kaniecki and seconded by Paula Edwards to select the new health insurance plan for full time staff for the Anthem Gold Plan. Discussion noted the current Anthem silver plan had changed rates, and there were two new options. The board selected the gold plan as the better option. Motion carried 3-0-2 with Paula Edwards and Martha Brucker abstaining.
      10. Motion by President Kaniecki and seconded by Martha Brucker to renew the Dental, Vision, and Accidental Death and Dismemberment insurance from Principal. Discussion noted it was the same plan as currently held with no cost increase. Motion carried 2-0-3 with Paula Edwards, Martha Brucker, and Kelsey Gomes abstaining.
      11. Motion by Kelsey Gomes and seconded by President Kaniecki to compensate full time employees who are not enrolled in the health insurance $1000 per 3 month shift bid. Motion carried unanimously.
      12. Motion by Kelsey Gomes and seconded by Paula Edwards to have President Kaniecki enter in to a contract for annual preventative maintenance for the overhead doors for a total of $720. Motion carried unanimously.
      13. Motion by Kelsey Gomes and seconded by Martha Brucker to allot $747 towards sponsorship of Groton Public schools athletic program and purchase of space to have the GAA logo. Discussion noted the posters would have a 2.5”x2” logo and would be purchased for three seasons. Motion carried unanimously.
      14. Motion by Kelsey Gomes and seconded by Martha Brucker to renew the Cloudbadging software subscription for six years for $1,200. Software is needed to make employee badges. Motion carried unanimously.
      15. President Kaniecki asked for suggestions for spending remaining ARPA funds. Ideas included a supply vending machine, a storage box for G309, and a training manikin. These items will need quotes and will be reviewed for submittal by December 15th.
      16. Motion by Paula Edwards and seconded by Kelsey Gomes to allow for Ruth Schneider’s idea for a Holiday Cheer Fundraiser to be posted to the GAA Facebook and to raise money for blankets and stuffed animals. Motion carried unanimously.
      17. Motion by Paula Edwards and seconded by Martha Brucker to donate $250 to the Holiday Cheer Fundraiser. Motion carried unanimously.
      18. Christian Lombardi asked if there was any update to a discussion about capping the amount of hours for full time staff for maximum shift length. There was no update.
16. Good of the Order
    * 1. President Kaniecki congratulated employees who had their hire date anniversaries in November:  
         Maddie Koning 3 years  
         Jordan Lombardi 3 years  
         Rob McDermott 7 years
17. Motion by Kelsey Gomes and seconded by Paula Edwards to adjourn at 20:31. Motion carried unanimously.

Respectfully Submitted,

Rob McDermott

Vice President/Secretary/Treasurer