Groton Ambulance Association

Board of Directors Meeting

September 11, 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 (Vehicle Officer), Taylor Sanders, April Sandt, Ruth Schneider, Hannah Warner

1. President Kaniecki called the September Board of Directors meeting to order at 18:03 with all board members present.
2. President Kaniecki called for a moment of silence for remembrance of 9/11.
3. Motion by President Kaniecki and seconded by Paula Edwards to accept minutes from the August Board of Directors meeting as posted. Motion carried unanimously.
4. Officers Report
   1. President
      1. Items to be discussed in Old and New Business.
   2. Vice President
      1. The SOP and Bylaw committee has made good progress on a revision to the Employee Handbook.
      2. VP McDermott attended an in person workshop held by Worker’s Compensation Trust on the topic of OSHA compliance on 8/15. During the workshop he met Donna Santamaria who is the representative for the GAA account. VP McDermott and Donna also had an in person meeting on 8/28 in Groton to go through safety related documentation. VP McDermott reported that all logs are now up to date and in good order.
      3. An anonymous survey was sent to Per Diem and Part Time staff on 9/4 to ask for ideas on how to improve schedule availability.
   3. Secretary/Treasurer
      1. Past meeting minutes are now posted on Aladtec under Storage and the Meeting Minutes folder. Some older minutes will need to be scanned and added later but recent ones are complete. A discussion on the topic was that the GAA webpage should also have minutes posted online and available for the public.
      2. See attached submitted Treasurer’s report. Motion by Kelsey Gomes and seconded by Martha Brucker to accept treasurer’s report as read. Motion carried unanimously.
   4. Training
      1. New trainee Taylor Sanders has completed orientation and is making progress in the training program.
      2. Jacob Goes, Melanie Herrans-Polen, and Hannah Warner are working to schedule their EMT tests. Dre Singleton has passed her EMT certification test.
      3. Evie Layne has completed the EVOC course and started driver training.
      4. Lexi Myers and Chloe Kalahar are making good progress in driver training.
   5. Member at Large #1
      1. No report.
   6. Member at Large #2
      1. No report.
   7. Vehicle Officer
      1. All vehicles have had oil changes and maintenance completed.
5. Old Business
6. An email vote was conducted by the board August 22 to have Jake Carrara change status from Full Time to Per Diem effective September 15. Motion carried unanimously.
7. An email vote was conducted by the board September 6 on a motion by Kelsey Gomes and seconded by Paula Edwards to allow employees to split shifts as long as the entire 6 hour shift is covered. Motion passed 4-1-0 (VP McDermott voting no). Prior to full time order ins the available shifts would be organized in a shared Google document to allow employees to sign up.
8. President Kaniecki purchased eight spare portable state radio batteries which are available at the charging area near the watchdesk.
9. President Kaniecki and VP McDermott met with Bob Holdsworth on the topic of how to prepare for the budget request with the town. The next discussions will be held on September 17 with Todd McDonnell from Mystic River Ambulance and Jill Rusk from the town.
10. No help was needed for the patient who was going to need assistance boarding a plane at Groton Airport.
11. The Subase Drill was held September 10 with a good turnout from Groton Ambulance. President Kaniecki thanked all those who attended this event which was well received by the Navy.
12. President Kaniecki has submitted paperwork to the accountant for a rate application.
13. President Kaniecki and VP McDermott have negotiated the L&M Pequot contract renewal at 2% increases for 4 years. President Kaniecki was working to update the document for signature to complete this action.
14. President Kaniecki said the branches in the parking lot have not yet been trimmed, but should be done soon.
15. New Business
    * 1. Paula Edwards noted that it would be better if day crews checked three ambulances (rather than four) and night crew checked three (rather than two). Ambulance checks are documented under an SOP, VP McDermott said the SOP committee will look in to it.
      2. VP McDermott has enabled the Aladtec login for crew chief to add and edit events. This was done as there is a large number of football and other sports events needing coverage as scheduled by the crew chiefs.
      3. Motion by President Kaniecki and seconded by VP McDermott to pay $300 per EMT for Fitch Football JV and Varsity standbys for the current season. Discussion noted that Grasso games were paid and were usually covered, but Fitch were not. There were 10 total remaining games for the season. Motion carried unanimously.
      4. President Kaniecki noted that the money placed in the Edward Jones account has earned about $9,000 to date.
      5. President Kaniecki politely declined a request by Mystic River Ambulance to hold a member recruitment drive at Poquonnock Plains Park.
      6. President Kaniecki noted the front sign had an overheating issue which has now been fixed.
      7. President Kaniecki wished to thank Kelsey Fowler for the idea of putting a ‘now hiring’ message on the front sign to help get new hire applications.
      8. Motion by President Kaniecki and seconded by Kelsey Gomes for a request status by April Sandt to change from Part Time to Full Time effective at the next shift bid. Motion carried unanimously.
      9. President Kaniecki said it would be a good idea to investigate options for ambulance replacement as new ambulance would be ideal but there is two to three year waiting list to get them. He wanted to form a committee to look in to buy/lease options as well as what ambulance make and models would be suitable. The committee was established with President Kaniecki, Christian Lombardi, Kelsey Gomes, Ruth Schneider, and Paula Edwards.
      10. Motion by President Kaniecki and seconded by Kelsey Gomes to increase pay by $4 per hour as a market rate adjustment for all paid employees effective Sunday September 15 at 0600. Discussion noted that the board has been looking at options to increase availability, and a survey to members noted that a pay increase would help. Additionally, other area agencies tend to pay higher wages. Discussion also asked if a maximum pay cap should be in place, which was not done. The estimated cost of this pay increase would be in the ballpark of $200,000 over the current budget. The alternative option of reducing operations from two crews to one crew did not seem feasible as GAA is a busy service. Motion carried unanimously.
      11. Motion by President Kaniecki and seconded by Paula Edwards to increase the VP stipend amount from $1,219 to $2,500 in recognition of efforts by VP McDermott in the role. Discussion noted $2,500 was the prior amount before a reduction due to budget issues. Motion carried 4-0-1 (VP McDermott abstaining).
      12. Motion by Paula Edwards and seconded by Martha Brucker to increase the shift differential from $50 to $60 per six hours effective September 9 2024 at 0600. Discussion noted that with split shifts the amount can now be prorated for hours picked up between Friday night until Monday morning. Motion carried unanimously.
16. Good of the Order
    * 1. Christian Lombardi reported that the Sunshine Committee supported three campaigns in the last month. Details were discussed at the meeting.
      2. President Kaniecki congratulated employees who had their hire date anniversaries in September:  
         Ryan Boulanger 9 years  
         Jake Carrara 1 year  
         Keith Gomes 18 years
17. Motion by Paula Edwards and seconded by Martha Brucker to adjourn at 19:31. Motion carried unanimously.

Respectfully Submitted,

Rob McDermott

Vice President/Secretary/Treasurer