Groton Ambulance Association

Board of Directors Meeting

February 14, 2024

Board members present: Chet Kaniecki (President), Ryan Boulanger (Vice President), Rob McDermott (Secretary/Treasurer), Kelsey Gomes (Training Officer), Paula Edwards (Member at Large #1), Martha Brucker (Member at Large #2)  
  
Other members: Jake Carrara, Jordan Lombardi, Erik Stelter

1. President Kaniecki called the February Board of Directors meeting to order at 18:02 with all board members present.
2. Motion by Kelsey Gomes and seconded by Martha Brucker to accept minutes from January Board of Directors meeting as posted. Motion carried unanimously.
3. Officers Report
   1. President
      1. Items will be discussed in Old and New Business.
   2. Vice President
      1. The Hiring committee sent an employment offer to an applicant but it has not been accepted yet.
      2. The Bylaw committee meeting was postponed due to weather. Kelsey Gomes has resigned from the committee so any other interested members are encouraged to join.
   3. Secretary/Treasurer
      1. See attached submitted report. Motion by President Kaniecki and seconded by Paula Edwards to accept treasurer’s report as read. Motion carried unanimously.
   4. Training
      1. Erik Stelter is making good progress in the training program.
      2. Evelyn Lanye has completed the training program as a full crew member.
      3. Jake Carrara has completed the driver training program.
      4. A mandatory documentation class is scheduled for February 22 as a virtual training.
      5. Feedback from recent observers has been good with them saying GAA staff are welcoming and helpful.
      6. A car seat technician training class is being held March 12th to 15th at the Groton Senior center for preregistered GAA staff.
      7. GAA members who completed a recent CPR instructors training will need to complete an observation and teaching event to receive their certifications.
      8. A CPR instructor class for interested GAA members will be scheduled in April, more information to come.
   5. Member at Large #1
      1. No report.
   6. Member at Large #2
      1. No report.
4. Old Business
   * 1. An email vote was held February 2 by the board as Cameron DeFusco requested to change status from full time to per diem. Motion carried unanimously.
     2. President Kaniecki noted that new radios require batteries and straps prior to issue. The ambulance radios will also need configuration.
     3. President Kaniecki reported the annual CT license has been approved.
     4. President Kaniecki was working with QMC to get forecast information for the 2024-2025 budget. The budget needs to be submitted to the town by February 5th.
     5. Discussion on the topic of an internship for Fitch high school students who are interested in working at Groton Ambulance as part of their education. Kelsey Gomes will be having discussions with Fitch staff to determine more details. This will require applications, a set number of hours, and decisions as to how many students will be accepted at once. The GAA SOP committee was asked to draft a new employee type.
5. New Business
6. President Kaniecki noted he has been served with a subpoena by federal court to provide employment history documentation for a past employee.
7. President Kaniecki noted he will be working on a Worker’s Compensation payroll audit.
8. Kelsey Gomes noted that GAA will attend a table at the March 5th Fitch high school career event.
9. President Kaniecki submitted the proposed 2024 – 2025 budget. A town council meeting is scheduled for April 6th.
10. President Kaniecki congratulated employees who had their hire date anniversaries in February:  
    Nahshon Fletcher 2 years  
    Chris Holdsworth 5 years  
    Jack Holdsworth 5 years
11. Good of the Order
12. Madelyn Koning wished to thank all who donated and gave support for her grandfather’s funeral.
13. GAA staff wished to congratulate Christian Lombardi and his wife on the birth of their son.
14. Motion by Paula Edwards and seconded by Kelsey Gomes to enter in to executive session at 18:46. Motion carried unanimously. Return from executive session at 18:58.
15. Motion by Paula Edwards and seconded by Kelsey Gomes to adjourn the regular meeting at 18:58. Motion carried unanimously.

Respectfully Submitted,

Rob McDermott

Secretary/Treasurer