

Newtown Volunteer Ambulance Corps

Executive Board Meeting

Minutes

Type of Meeting: EBoard

Meeting Facilitator: Ryan Horn

Invitees: Jeff Jorgenson, Judy Jackson, Michelle Greenspan, Guy Serra, Ryan Horn

- I. Call to order: 1500hrs. Date: 4/27/2023
- II. Roll Call: All invitees present

Old Business:

- Fly Car - Tom Ryer to create updated SOG document by May 1. The team agreed to review and approve by email. "Bravo 1" will be the call number. Ryan will alert Dispatch. EMS Charts will include Bravo 1 as a vehicle. Tech team to add Bravo 1 as a line item on the Google Scheduler format. A video will be created for the entire Corps to show the features and provide information on the appropriate guidelines for usage. Michelle will look into obtaining a portable suction for Bravo 1.
- Sexual Harassment Training Update - Ryan will contact all members who have not completed their 2023 training, including members who are trainees and/or are on LOA.
- Bylaws Update - Guy will be reviewing the latest draft with the E-Board on April 28.

New Business:

- Staffing - Pat will be asked to contact the trainees, especially those who have minimal staffing hours. The E-Board will be contacting all members who are falling short of minimum commitments, based on the YTD statistics after the April numbers are final. Guy will backfill Ryan on sending out reminders to the Corps on open gaps in the schedule.

- High School Sporting Events - NVAC is committed to covering High School football games per state requirement. All other requests including events not through the High School will be handled on a case-by-case basis with the Chief, who will decide whether or not to staff the event.
- Community Relations - Bridget was officially approved as the new Chairperson for this committee. The group decided that we will hold an Open House during the summer. Jeff will work with Bridget to coordinate and set this up.
- Frequent Call Volume - Ryan will be contacting Maplewood for a meeting to discuss the recent uptick in volume. Ryan also mentioned that he would be contacting Newtown Rehab as well. Guy offered to accompany Ryan for these meetings.
- Committee Updates - Guy sent out a request to all Committee chairpersons for updates from each respective committee by May 15. Pat had sent updates from the Tech and Training teams - Jeff provided some additional commentary on each document. Highlights included requesting feedback on 97-1/97-3 iPad checklists and the Rescue Booker replacement. The team has narrowed the choices for the replacement down to 2. The plan is to beta test both vendor products during May and produce a final decision by the end of May.

Business Meeting Updates:

- Bariatric Blanket Purchase - Ryan wants information on the costs prior to making a decision.
- New Ambulance Purchase - Guy to follow-up with Liz on providing specifics on current status and next steps.
- Town Tabletop Exercise - Ryan discussed how the invites for the meeting were sent. He provided the update that EMS was not a significant part of the overall discussion which was definitively focused on the BOE and the Schools response plan in case of emergency. Ryan stated that he would definitely include the E-Board and/or the entire Corps in any meeting or event where their participation would be beneficial.

Based on time constraints, the motion was made and approved to defer items 8, 9 and 10 on the agenda to the next meeting. The motion was made and approved to hold 2 E-Board meetings in May - dates to be determined.

III. Adjournment: 1645 hrs.

