

Newtown Volunteer Ambulance Corps

Executive Board Meeting

Minutes

Type of Meeting: Eboard Meeting

Meeting Facilitator: Ryan Horn

Invitees: Corps

- I. Call to order: 1500 hrs. Date: May 30, 2023

- II. Roll Call: Ryan Horn, Guy Serra, Judy Jackson, Jeff Jorgenson, Michelle Greenspan, Liz Cain

- Old Business: SOP for usage of Bravo1 has been finalized and was approved unanimously by the E-Board.
- Update for the new bylaws was discussed. Guy will send the latest draft to the entire Corps the week of June 5. Guy will also follow-up for final comments from the E-Board by the end of June. Plan is to have all commentary from every group by June 30 at which time Guy will set up a meeting with the bylaws team with the goal of having a Corps vote at the July business meeting.
- Ryan gave an update on his discussions with Maplewood and Newtown Rehab. Maplewood did not want to have a discussion at the local level and wants to get their corporate office involved. Newtown Rehab agreed to try and improve their practices regarding combative patients. Jeff made the suggestion that we should set up recurring meetings with each of the ALF/ELF facilities. Guy to follow-up.

- Uncovered Topics from last meeting: Discussion of NVAC goals, plans and communication strategy, Strategic planning and Sessions with NVAA trustees and NVAC E-Board - these 3 items were discussed as one topic. Each of the committees will be asked to provide thoughts and goals from their respective teams which can be assimilated and reviewed by the E-Board for presentation to the entire Corps. The E-Board will hold their own strategy session on June

16. Ryan will follow-up with Malcolm to set a date for an informal discussion with the trustees.

- **New Business:** EVOC Training - Guy will reach out to the Training team to request that a formal EVOC training plan be built with the goal of having it completed by September 30. Updated HIPAA training was also discussed. Michelle said that she had done some work on this in 2022 and would be happy to share her notes with the training team.
- New legislation regarding marijuana use by EMS personnel - Guy to follow-up with Malcolm and the attorney to determine what, if any, requirements are required in this area.
- Jeff gave an update on Volgistics, the new scheduling software. A review team has been set up and a 30-day free trial started on May 23 (Jeff feels that the trial would likely be extended if needed.) There is a time clock feature that can also be tested - to be determined. Also potentially included are online training programs.
- Miscellaneous - The Training team will be asked to install the online rig check process developed by Mary and Pat. Guy will also connect with the Training team to set up a session with new members on EMS Charts - and anyone not a new member can also join in.
- Malcolm was not able to attend to discuss his updates from Nuvance.

III. Adjournment: 1645 hrs.

