

NVAC E-Board Meeting Minutes

AGENDA

The E-Board of the Newtown Volunteer Ambulance Corps held a regular meeting on Friday, June 30, 2023 at 6 Washington Square, Newtown, CT.

Present : Guy Serra (Assistant Chief), Judy Jackson (Secretary-Treasurer), Michelle Greenspan (Member at Large), Jeff Jorgenson (Member at Large), Scott Ciccari (EMT-B) and Malcolm McLachlan (President of the Newtown Volunteer Ambulance Association)

Absent : Ryan Horn (Chief)

Public : No public present

Call to Order :

The NVAC E-Board meeting was called to order at 11:25 by Mr. Serra

Acceptance of Minutes of meeting held on May 30, 2023:

There was a motion made by Mr. Serra and seconded by Ms. Jackson to accept the minutes of the meeting held on May 30, 2023. The motion carried.

Prior to commencing the New Business portion of the meeting, Mr. Serra made the motion to defer two item on the Agenda, namely the Temporary Staffing Agency as a back-up and the Bravo1 SOP. The motion was seconded by Ms. Greenspan and the motion carried.

New Business :

1. The training plan developed and submitted by Pat Salvo and the Training Committee was approved pending a few minor additions and corrections.
2. The group discussed a number of potential incentive plans that would help increase the number of staffing hours. We have also received some recommendations from Corps members. Also discussed was the importance of attracting new members to the Corps. These discussions will be continued and reviewed. Mr. McLachlan expressed that he is in favor of creating any type of incentive plan that will improve the situation with the caveat that it has to be financially prudent.
3. Mr. Jorgenson provided an update on the Volgistics rollout plan, which is designed to replace the Corps current time clock procedures. There is a small group that has been identified to test the product over the next month. If successful, Volgistics will be implemented prior to September. The current Home Base system will be kept in place until Volgistics is implemented.

4. A tentative date for a status meeting between the NVAC E-Board and the NVAA Board of Trustees was set for Thursday, July 27 at 1830. Mr. McLachlan will review this date at the next Board of Trustees meeting and provide final confirmation that July 27 will be acceptable to Mr. Serra.
5. The July Open House to the public is scheduled for Sunday, July 16 between 1100 and 1500. There will be tours of the building and hands on events for the public along with food and refreshments.
6. The group briefly discussed the potential for an operations review by an outside consultant. Mr. Jorgenson indicated that he had some potential candidates in mind. Further discussions to be held at the next meeting.

Executive Session:

A motion was passed to move into Executive Session.

Adjournment:

Following the Executive Session, Mr. Serra made a motion to adjourn and it was seconded by Ms. Jackson. The meeting was adjourned at 1445.

Respectfully submitted,

Judy Jackson

NVAC Secretary-Treasurer