

RECV'D: Office of the Town Clerk 3/21/2016 8:55am  
**Durham Volunteer Ambulance Corp.**  
**Agenda**  
**Board of Directors Meeting**  
**Sunday, March 13, 2016**  
**1830**  
**205 Main Street, Durham, CT**

- 1: **Call to Order:** 18:30 by Tom Wimler: "motion": Andy "second": Jackie
- 2: **Attendance:**
  - A. **Board Members:** Tom W., Andy M., Jackie S., Katie S.
  - B. **Members:** Sue W., Jen W., Lou B.
  - C. **Guessts:** none
- 3: **Approval of the Agenda:**
- 4: **Approval of Minutes:** being checked on per Tom
- 5: **Correspondence:**
  - Email to Tom Feb. 29<sup>th</sup> from Chris Ziemba requesting a LOA d/t medic school/ schedule- awaiting membership status meeting with Steve Grodzicki & Tom W.
  - CRHS Scholarship Fund- silent auction & social Fri. April 1<sup>st</sup> : first aid/ safety vest with light/ reflectors gift basket from DVAC
  - MVFC golf tournament @ Lyman's, Fri. May 13<sup>th</sup> - Sponsors or golfers \$520 for 4, \$135 per golfer, Buffet dinner @ 2:30, send email out to membership, May 1<sup>st</sup> sign up deadline
  - Email to Tom: from a local family foundation, "Peach Pit Foundation"- wants to give DVAC a donation, family of residents we have treated. Requested for us to make a wish list for organization with approx. cost, via Jessica Schaffer (they do grant work)
  - Other: Andy suggested a scholarship award from DVAC for CRHS. We would make up an application, criteria (student interested in becoming an EMT, health related professional)- put into "**new business**" for next month
- 6: **Events:**
  - A. 5/11 or 5/12 (rain date) @ 9am: DWI Crash for the school, MH medics, hunters, Lifestar?, MVFC & Lori Helmedach: leaders want to mix drunk driving and texting, we want to persuade them to focus on DWI. They also want to bring in people after for debriefing/ assembly, but are bringing in families of people who passed in car accidents, not necessarily related to drunk driving accidents- mixed message to students.
  - B. 5/15 Help Willy's Friends: until 4pm.
  - C. 5/30 Memorial Day Parade/ Race: On Saturday before Memorial day May 21<sup>st</sup> we will have work detail meeting

- D. “Go Far Go Fast”: May/June?
- E. Diabetes bike race: June?
- F. EMS Week: (May 15-21<sup>st</sup>) make signs for out front. Gift to members: travel mug. Contact schools (Brewster & Korn) EMS coloring page/ stickers for students
- G. Seniors 60+ club: Tom W. meeting May 9<sup>th</sup>

7: **Membership**: 2 interviewed, moving forward with one, other being held at this time.

8: **Assignment Status**: Tabled

9: **Old Business**:

- A. Building Project Update: hoping to reschedule meeting for March?
- B. Ambulance Status: no changes, hopefully more information next week
- C. Membership Changes: proposal handed out for new membership- “Supplemental Membership” (name). Criteria of “patient contact completion” meaning transporting a patient. Decided on minimum of “4” “patient contacts” per year (part of criteria). Ready to put into bylaw revision. Ready to vote on for next quarterly meeting.
- D. EMS plan: Meeting with Tom, Steve and Laura- create standards (call times, hours) Town commitment (building, med supplies): draft within a month.
- E. Guidelines: 1-05, 1-06, 1-07, 1-08, 1-09, 1-10: review for next month, write in comments.
- F. 2016 Budget: proposed to town- BOF Chairman requested more details on financial report from accountant, and breakdown of calls.
- G. Medic Responses: put into town budget to pay MH medics. Address in town budget meeting. They proposed to charge \$1 per resident, increase by \$1 each year (up to \$5 max).

10. **New Business**

- A. **Financial Statement**: sent out to board from accountant.
- B. **Ocean State Job Lot** : March 31-April 6<sup>th</sup>: 20% discount for EMS personnel

11. **Treasurer Report**: came up with chart of accounts. Codes have been made up for each department (administrative, sunshine cheer account, supplies/equipment). Town side needs to be done (make their own codes). For anytime a bill is made, the Treasurer can print up a report that is self explanatory, easier to track budget. Proposed treasurer payment increase (\$100/week) for time and effort involved.

BOD proposed: a whole review of stipend for all members (min. wage is increasing) what can we afford to do, where do we stand? We need a financial report with updated information (estimation by next month).

“Motion” from Andy Meiman to revise stipend for the Treasurer’s position to \$400/month with condition of board review on a quarterly basis. “Second”: Katie Smith

**12. Line Officers Reports (Tom):**

- Shredder bins (must be lockable)
- Bonding- Matt LaPointe to follow up (insurance)
- Vehicle Checks: (not being done). Full members have first week of month always, trainees (depending on how many) one week during month. Email will be sent out, will be on monthly calendar.
- Linen exchange must be on a one for one basis, to include: sheet, pillowcase, bath blanket, and towel only. Failure to follow will result in disciplinary action.
- CME
- BOD Meetings: scheduled for second Sunday of every month (post on the Calendar), Agenda to be out a week in advance (Secretary).

**13. Adjournment: 20:40**