

**TOWN OF TRUMBULL
CONNECTICUT**

Trumbull Emergency Medical
Service Commission

Joseph Rodriguez, Chairman



TEMS
250 Middlebrooks Avenue
Trumbull, CT 0661
203-452-5146

Joseph Laucella, Chief

**Trumbull Emergency Medical Service
Special Commission Meeting
Monday, June 3, 2013
6:30pm
Trumbull EMS Headquarters**

Present: Chairman, Joseph Rodriguez; Commissioners Gwen Summ, John Butkus, Joseph Peddle, William Schietinger, Diane Mayo. Also present Joseph Laucella, Chief of EMS

Absent: Philip Lukianuk

The meeting was called to order at 6:35pm. Chairman Rodriguez read the mission statement and core values.

Public Comment

There was no public comment.

Chairman Rodriguez noted the agenda for the meeting was to discuss and vote on the transfer of funds within the 2012-2013 budget, and he said that since it was a special meeting, only agenda items could be discussed.

Chief Laucella was requested to speak on the status of the current budget. He noted that the money remaining from the purchase of the ambulance could not be used to purchase a chief's vehicle as decided by the commission because it is bonded specifically for an ambulance and related equipment. Therefore, the Chief's vehicle would have to be funded from the operating budget. There are several accounts in the budget that have funds which could be used for this vehicle. Chief Laucella reviewed these accounts noting that we need approximately \$25,000 to cover part time payroll until the end of the fiscal year and this money will need to be transferred back into the part time payroll account from the vendor account. Money was transferred to the vendor account to cover the staffing costs from the temporary staffing company, Vintech. He requested the commission approve a transfer of funds to the part time account 01022600-501102 from the vendor account 01022600-522202 of \$25,000.

Chief Laucella noted the overtime account 01022600-501105 funds have been exceeded, but can be offset by funds available in the full time account 01022600-501101, which should have approximately \$8,000 remaining at year end.

Chairman Rodriguez noted that if we can demonstrate that we can pay all our bills and that there is no higher priority use for the extra funds, he did not have a problem transferring money from the surplus to fund the purchase of a new vehicle.

Mr. Butkus discussed with the commission the possibility of reassigning the remaining bonded money so that it could be used for a vehicle. Remaining funds in the bond would amount to approximately \$36,000 and can be designated for the purchase of equipment to outfit the new ambulance. Chairman Rodriguez noted that if the Chief's vehicle were funded this way, instead of through the operating budget, there would be surplus funds in the operating budget, and those funds would be lost to TEMS at the end of the fiscal year.

Motion was made by Mr. Butkus that the commission authorize making year-end transfers to balance all separate accounts such as overtime and full time salary, authorize the transfer of \$25,000 from account 10122600-522202 into account 10122600-501102 to cover part-time salaries and to authorize transfer of \$15,000 from 01022600-22202 to account 01022600-581888 as capital towards the new chief vehicle. Ms. Schietinger seconded the motion. Further discussion. Motion carried unanimously.

Adjournment

There being no further business, motion was made by Mrs. Summ, seconded by Mrs. Mayo to adjourn the meeting at 7:32pm. Unanimous.

Respectfully submitted,

Barbara Crandall
Administrative Assistant

These minutes are considered a draft until they are approved at the next Trumbull EMS Commission Meeting.