

**TOWN OF TRUMBULL  
CONNECTICUT**

Trumbull Emergency Medical  
Service Commission

William Schietinger, Chairman



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

Joseph Laucella, Chief

Trumbull Emergency Medical Service Commission Meeting  
March 29, 2016 6:30 pm  
Long Hill Conference Room, Town Hall

**Present:** Commissioners Matthew Wheeler, Joel Hirshfield, Philip Lukianuk, Diane Mayo, Thomas Keily, Jr. (entered at 6:40 pm) and Dr. Shea Gregg

Also Present: Chief Joseph Laucella

Absent: Chairman, William Schietinger

The meeting was called to order by Ms. Mayo at 6:38 pm followed by the Pledge of Allegiance.

Mr. Keily entered the meeting at 6:40 pm.

**Action Item**

The Commission held interviews/presentations with four potential billing services that responded to the recent RFP. The following presentations were made:

1. Fred Isch from Health Services Information (HIS) (4.25%)
2. Lauren Root from Ambulance Medical Billing (4.10%)
3. Mark Gentile from Certified Ambulance Group (CAG) (3%)
4. Jeff Tassi and Ed Kesner from Comstar (4.5%)

Discussion topics included background of company, customer service, collections, document training, retention rates, specialized teams, steps for processing EPCRs, documentation available to customer and location of processing office.

**Public Comment**

No public comment.

**Past Minutes**

Motion was made by Mr. Hirshfield, seconded by Mr. Wheeler, to approve the minutes of March 1, 2016 as written. Approved.

**Old Business**

1. Service Photo – decision tabled. Chief Laucella is still waiting for information from one vendor.

**New Business**

None.

**Chief's Report**

Chief Laucella noted the Board of Finance returned the funds for staffing as well as the funds in the Professional Account. He will be attending one more meeting regarding the budget before the final approval by the Town Council.

**Billing Service**

Discussion was held regarding the billing service presentations. Chief Laucella noted that if a change is made to another billing service, it takes approximately 90 days to process the required paperwork to set us up as a client. Chief Laucella presented his research on the four companies interviewed. It was decided to table until next month. The Commission will review the information and discuss at the next meeting.

**Adjournment**

There being no further business, motion was made by Mr. Hirshfield, seconded by Mr. Wheeler, to adjourn the meeting at 9:30 pm. Approved unanimously.

Respectfully submitted,

Barbara Crandall  
Executive Administrative Assistant

These minutes are considered a draft until approved at the next meeting of the Trumbull Emergency Medical Services Commission.