

**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  
April 26, 2016 7:00 pm  
Trumbull EMS Headquarters

**Present:** Chairman, William Schietinger, Commissioners Matthew Wheeler, Joel Hirshfield, Philip Lukianuk, and Dr. Shea Gregg

Also Present: Chief Joseph Laucella

**Absent:** Commissioners Diane Mayo and Thomas Keily, Jr.

The meeting was called to order by Mr. Schietinger at 7:06 pm followed by the Pledge of Allegiance.

Mr. Schietinger requested a moment of silence in memory of Rose Rotzal, a Charter Member of Trumbull EMS, who passed away.

**Public Comment**

No public comment.

**Past Minutes**

Motion was made by Mr. Wheeler, seconded by Mr. Lukianuk, to approve the minutes of March 29, 2016 as written. Approved unanimously.

**Chief's Report**

Chief Laucella distributed his monthly report noting the following:

1. The budget was reduced \$20,000 by the Town Council. However, we should be able to staff the third ambulance on Tuesday through Friday as planned. Saturday overnight coverage was not funded.
2. Tracking for \$1.5 million dollars for the end of the fiscal year.
3. April was a slow month with emergency calls.
4. Nineteen members in training at this time with two applicants waiting processing.
5. New ambulance is being picked up on May 10. New radios will be installed prior to it going to the CT Expo for display. Hoping to have it on the road by the end of June or early July.
6. Transfer of funds from the Professional Services account to the Program Supply account was made through the Board of Finance. Overage in the Professional Services account was due to a reduced second paramedic fee and reduced over staffing hours. The Finance Director supported the transfer. \$16,000 will be used for a new power stretcher as a back-up to the refurbished stretcher planned for the new ambulance.

7. EMT class has ended. Everyone who started took the final exam and are now going forward with the state testing.
8. Volunteer hours for the month of March were outstanding with a minimum of 290 shifts or 870 hours.

### **Old Business**

1. Service Photo – Chief Laucella presented two quotations for a service photo for EMS. After reviewing the quotations, motion was made by Dr. Greg to authorize from the Special Agency Account up to \$700 to be spent on staffing photos and a composite photo for the service. Seconded by Mr. Hirshfield and approved unanimously.

### **Action Item**

The Commission reviewed the RFP submissions from the four companies interviewed at the March 29, 2016 meeting. The following discussion was held:

1. Certified Ambulance Group -- 3% -- questionable practices; unable to reach them on the telephone with 1-800 number (number listed on quotation did not connect to CAG); website problems.
2. Health Services Information – 4.25% -- sharp operational website; did not speak much about the billing side of the company; does air ambulance billing. Mr. Isch was questioned about whether EMS Charts cost was included in quotation. Response after the meeting was that it was not and there would be an additional increase of .10% to include it – total of 4.35%. Satellite office on the east coast but not in CT. Dashboard for operations was good. First client in CT.
3. Ambulance Medical Billing – 4.10% -- problem with calling customer service line; placed on hold for 12 minutes. Call Summary Report was submitted by the company which showed a definite problem with long wait times and lost calls. Report was difficult to interpret. Commercial insurance reimbursement was low (60-70%).
4. Comstar – 4.5% -- Collection rate is good, individuals thanked us for our business and asked if there was anything else they could help us with; highly accessible; many employees (double other groups); very professional; commercial insurance reimbursement in the 90% range; EMS Chart fee included in fee; new client number.

Additional discussion was held. Chief Laucella noted that Comstar's fee was middle of the road when compared to all the respondents and was highest of the four companies interviewed. Mr. Hirshfield noted he spoke with Ms. Mayo who stated she would support the decision made by the other commissioners on this topic. Commissioners discussed the 60-90 day change over time required for a new company. Motion was made by Mr. Wheeler to continue with Comstar billing for two years with a one year option to extend. Seconded by Mr. Hirshfield and approved unanimously.

### **New Business**

1. EMS Week – BBQ on May 18<sup>th</sup> at Twin Brooks Park at 5:30 pm.
2. EMS Week – Blue Fish game on May 19<sup>th</sup> with tickets possibly being purchased by the Southwest EMS Region.
3. Chief Laucella thanked Dr. Gregg for the opportunity to speak at the Trauma Conference.
4. Chief Laucella noted that he will be meeting with John Marsilio to look for an architect for building expansion and upgrades. A Building Committee may be set up to discuss possibilities.

### **Next Meeting**

It was decided to cancel the May 24, 2016 Commission meeting due to other commitments. Should any important business need to be discussed, a meeting will be scheduled.

**Adjournment**

There being no further business, motion was made by Mr. Hirshfield, seconded by Mr. Wheeler, to adjourn the meeting at 7:55 pm.

Respectfully submitted,

Barbara Crandall  
Executive Administrative Assistant

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

Chief of Service

EMS Report

April 26, 2016

**2016 Stats**

2016	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	TOTAL
Days	31	29	31	24									
Total calls	377	359	410	276									1422
TEMS Covered	358	340	388	264									1350
Percent covered	95%	95%	95%	96%									95%
Transports	280	267	300	193									1040
Mutual Aid	19	19	22	12									72
Total response Times	7%	7.30%	7.3	7.1									
Transport Rate	78%	79%	77%	73%									
ALS Intercept	8	4	10	5									27

**2015 Stats**

2015	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	TOTAL
Days	31	28	31	30	31	30	31	31	30	31	30	31	
Total calls	382	334	390	341	363	392	349	345	366	410	339	338	4349
TEMS Covered	348	309	359	317	334	359	326	325	350	377	317	320	4041
Percent covered	92%	93%	92%	93%	92%	92%	93%	94%	96%	92%	94%	95%	93%
Transports	260	244	278	252	249	272	245	259	251	278	250	239	3077
Mutual Aid	34	25	31	24	29	33	23	20	16	33	22	18	308
Total response Times	7%	7.30%	7.3	7.2	7.3	7.4	7.1	7.4	7.2	7.2	7.3	7.1	7.20
Transport Rate	75%	79%	77%	80%	75%	76%	75%	80%	70%	74%	79%	75%	76.00%
ALS Intercept	21	13	17	11	13	20	1	3	6	2	7	4	118

**New Volunteers in Training:**

TEMS has 19 members who are in training.

**Vehicle Status:**

All vehicles are in service. The new AEV ambulance will be picked up at the factory on May 10<sup>th</sup>. The vehicle will have the dispatch radios, GPS, back up camera and new stretcher retention system installed when it arrives. We expect to have the new vehicle state inspected and in service for July 1, 2016.

**EMT Class Update:**

The TEMS EMT class completed their program on April 14, 2016. All 18 students who started the class, completed the program and will be testing for state certification. I want to thank all the instructors and members who worked very hard to ensure all students had a great learning experience. The next EMT class will begin June 27, 2016.

**Recent Events:**

**Approximately 20 staff members and students attended a class that focused on Sepsis. The CME was coordinated by Paramedic Chris Lovell and was held on April 19, 2016.**

**Trumbull EMS instructed a CPR class for the TECH Ed school staff. 19 staff members were certified in Adult and Child CPR/AED.**

**Trumbull EMS participated in the Health Fair at Hillcrest Middle School. A resource table was staffed during the school day.**

**Ambulance Coverage was provided for a Color Guard event at Trumbull High School on April 2, 2016.**

**Trumbull EMS is a sponsor for the first community conversation "Trumbull Shares, A Presentation on Substance Abuse". Trumbull EMS was part of the committee that has helped coordinate the event.**

**TEMS members have volunteered for a minimum of 290 shifts (minimum of 870 hours) for the month of March 2016.**

**Thank you to all those volunteers who have been helping to staff ambulances, assisting with community education and providing medical coverage at standby events.**