Groton Ambulance Association

Board of Directors Meeting

January 10, 2024

Board members present: Chet Kaniecki (President), Ryan Boulanger (Vice President), Rob McDermott (Secretary/Treasurer), Kelsey Gomes (Training Officer), Paula Edwards (Member at Large #1), Martha Brucker (Member at Large #2)  
  
Other members: Kelsey Fowler, Elaina Jantzi, Christian Lombardi (Vehicle Officer), Dean Mayo

1. President Kaniecki called January Board of Directors meeting to order at 18:00 with all other board members present.
2. Motion by Kelsey Gomes and Ryan Boulanger to enter in to executive session at 18:00. Motion carried unanimously. Regular meeting resumed at 18:12.
3. Motion by Rob McDermott and seconded by Paula Edwards to accept minutes from December Board of Directors meeting as posted. Motion carried unanimously.
4. Officers Report
   1. President
      1. Items will be discussed in Old and New Business.
   2. Vice President
      1. No report.
   3. Secretary/Treasurer
      1. See attached submitted report. Motion by President Kaniecki and seconded by Paula Edwards to accept treasurer’s report as read. Motion carried unanimously.
   4. Training
      1. Kelsey Fowler has completed driver training.
      2. Jake Carrara and Madelyn Koning are progressing in driver training.
      3. Evelyn Lanye’s training is making good progress.
      4. Erik Stelter completed orientation and is in the training program.
      5. Information on a training class hosted by UCONN was emailed for those who may be interested in BLS protocol changes for 2024.
      6. Information on upcoming virtual training classes on the topic of mental health first aid will be sent soon.
      7. Pipeline is being discontinued and FTOs and trainees will use Google drive to store training materials.
   5. Member at Large #1
      1. No report.
   6. Member at Large #2
      1. The new appliances have been installed in the kitchen.
   7. Vehicle Officer
      1. A written report was emailed for the status of vehicles with issues being fixed.
5. Old Business
   * 1. An email vote was held December 21 by the board to select the LG brand appliance quote from Best Buy. Motion carried unanimously.
     2. President Kaniecki noted that six new radios were sent to GAA but need programming and chargers prior to being issued. He has attended a training in January on the topic of how the new channels and settings work.
     3. President Kaniecki was working with QMC to get forecast information for the 2024-2025 budget. The budget needs to be submitted to the town by February 5th.
     4. President Kaniecki noted the new appliances were working well.
     5. President Kaniecki will be putting a 50% deposit down for the front lawn sign. The permit has been obtained and the work will need to be scheduled when the weather allows.
     6. The town of Groton has put the generator replacement in their budget for next year.
     7. Motion by President Kaniecki and seconded by Paula Edwards that in order to refuse an order in you have to use PTO time, effective immediately. Discussion noted this was to prevent misuse of sick time. Motion carried unanimously.
     8. President Kaniecki noted a new applicant interview will be scheduled with the Hiring committee.
6. New Business
   * 1. Kelsey Gomes noted that employee recruitment from students in EMT training classes could be beneficial. This could include a paid internship at GAA until the student obtains their EMT license.
     2. Motion by Kelsey Gomes and seconded by Martha Brucker to accept the revisions for SOP documents 3.1, 4.1, 4.2, 5.1, 5.2, 5.3, 6.1, 6.5, 9.2, 9.3, and 9.6. Motion carried 5 yay, 0 nay, 1 abstain (Rob McDermott).
     3. Ryan Boulanger noted the SOP Committee was working on the Employee Handbook updates and it will be emailed out for Board review soon.
     4. President Kaniecki was nearly complete with documentation for annual license renewal.
     5. President Kaniecki noted that due to bank fraud issues from last year, the HSA insurance payment for full time employees has been delayed by 7 – 10 days to update the funding source.
     6. President Kaniecki wished to thank Elaina Jantzi and Cam DeFusco for supporting the First Lady visit on 1/11 as GAA representatives.
     7. President Kaniecki noted G300 has passed state inspection.
     8. President Kaniecki noted that for all patient refusals, vitals should be entered as they are required for GAA to receive payment.
     9. President Kaniecki was aware of the issues with the L&M ambulance not doing long distance transports from Pequot. Please be professional and give the same level of customer service as with all other patients.
     10. President Kaniecki noted that crews will refill the ambulance fuel at the start of every shift, without exceptions.
     11. President Kaniecki has sent a $300 donation to the New London Peer Support Group for their fundraiser.
     12. President Kaniecki congratulated employees who had their hire date anniversaries in January:  
         Kelsey Gomes 11 years
7. Good of the Order
   1. None
8. Motion by Paula Edwards and seconded by Kelsey Gomes to adjourn the regular meeting at 19:21. Motion carried unanimously.

Respectfully Submitted,

Rob McDermott

Secretary/Treasurer