



# Valley Emergency Medical Services

764 Derby Avenue, Seymour CT 06483  
(P) 203-308-2332 (W) [www.valleyems.org](http://www.valleyems.org)

## *Board of Directors*

**President:** Jared Heon

**Vice President:** Kurt Miller   **Vice President:** Noreen McGorty   **Treasurer:** Jen Oliwa   **Secretary:** David Geloso

### VEMS Meeting Minutes

**Thursday, September 21, 2017, 7 pm**  
**764 Derby Ave, Seymour, CT 06786**

**Attend:** Jared Heon, Noreen McGorty, Kurt Miller, Madelene Taggart, David Geloso, Bill Scollin, Jenn Oliwa, Anita Dugatto (late) Kyle Kelley (alternate), Jason Perillo

**Absent:** George Temple, Jon Lovisolo (sent alternate), Dr. Greg Boris, Joe Burnett, Shelton EMS rep.

**Guests:** Dawn Macharelli, Joe Wendland, Steve Hebb.

#### **1. Pledge of Allegiance**

#### **2. Approval of minutes**

**Motion to approve minutes from the previous 3 meetings. K. Miller 1st, D. Geloso 2nd. All in favor.**  
**Motion passed.**

#### **3. Public Comment**

No public comment

#### **4. Executive Director report:**

J. Perillo hands out report and reviews report:

Shelton is outstanding in half of their payment and is the only town outstanding.

In house payroll was not successful. We have returned back to Paychex. Risk of mistakes was too great and the time that it was taking up. It was the right thing to do.

Audit is in process. We are working with Billing Company. EMMS was sold to Quick Med Claims.

Transition has been smooth.

Awarded grant since last meeting, \$15,000 and the radios purchased have come in today.

Discussion of Contracts within towns.

Monroe EMT recap: we are on budget. We were a little off annualized because of training. Revenue is better than budget. We did not build into budget any weekend hours.

J. Perillo reviews financial statements with ED report.

Revenue is up 6.4 % over prior year. Part is rate increase. Rest is we have a higher ALS % and more calls. Under budget in payroll, vehicles, utilities. Savings on insurance has been huge. Negotiation of liability

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and workers comp. Our experience has been very good. Have been shopping around every year to get better rates.

P&L vs. actual: May thru August numbers. Depreciation will not be booked until the end of the year. Nothing to indicate that these numbers will change. We are looking pretty strong here. Balance sheet will be discussed later. Vehicle will be coming out of this.

Continued with ED report review.

Much more turnover for the EMT level vs. Paramedics. Little more of a higher training cost. OT is still 1.2 % (approx. 12 hours per week) and being managed very well.

Always exploring for growth. Naugatuck approached. Meeting with their leadership and decided it wasn't the right fit. Southbury has approached as well. The ball is in their court after giving them some numbers. Not sure if they have made any moves. They are different in that they have multiple ambulance companies serving the community.

K. Kelley asked if just for EMT or paramedic as well. Answer is EMT at this time. Southbury Ambulance.

M. Taggart asks what the difference between highest paramedic paid and a supervisor salary. Answer was \$28.93 for highest paid. It is lower than a supervisor. OT would make the salary higher.

### **5. Financial Director Report**

Covered with ED report

### **6. Ops manager/ supervisor report**

Vehicle and equipment are good. 1 incident: town volunteer backed into a brick pillar with our car.

Getting quotes now to fix vehicle as well as patient property

Inspections on vehicles will be soon. New car will be included.

Hired 4 PT paramedics we lost for school and different job and 4 new EMTs. EMTS turnover due to going thru medic school or became a paramedic and have changed jobs.

J. Wendland: New radios going into service. New car being finished and then lettering

J. Perillo explains how reactive supervisors and Dawn do. Example is gas increases at the pump immediately instructed medics to start using Seymour pumps for refueling. Small savings but it all adds up.

J. Heon states that everything we save it is turned back into the company so that is a home run

### **7. Executive session**

Not needed. Still the ongoing matter which is being handled by attorneys hired by the insurance company because this falls into that.

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### 8. Old Business

- a. No movement in towns: only towns without contracts are Oxford and Shelton.
- b. No changes to Echo agreement
- c. J. Perillo states: we can tackle the cash area for this. States: We all saw the balance sheet. We are cash heavy and we have options: 1. Do nothing and continue as we have 2. Approximately \$120,000 due on loan. Interest is about \$30,000 in cash flow. Banks look at this. In the loan agreement there are some fees, but because of our intention for capital improvements, we can try to negotiate with bank for when we want their business in the future. 3. Keep saving for when we do have the capital improvements.

We are continually seeing an upward trajectory of cash and do not see it changing.

J.Perillo recommends paying loan, because based on projections we may be in a better shape than we are in now. I would like to pay off the debt. We are no longer where we were with the uncertainty of revenue.

J.Heon. We do not want to keep putting money for improvements into this office building when we know we are going to eventually change it.

Discussion of idea of new building to replace front building.

D. Geloso asks what will leave us at cash if we pay off the debt. J. Perillo reviews cash on hand and agreement balance.

K. Kelley asks what the fees are involved with the bank. J. Heon said they had put into new agreement no pre- paid fees.

M. Taggart mentions Oxford finance questioning cash amounts on hand. J.Perillo states he met with Oxford board of finance and they mistook our total assets for cash. They paid their subsidy.

J. Heon states he think we should either pay it off or at least a good portion of the loan off. Asks the general feeling of the board on paying off the loan.

J.Perillo states we are in great position to pay it off. Get a building committee, hire architect and take our time to plan a new building.

**Motion to pay off the existing mortgage loan. K. Miller 1st, 2nd N. McGorty. All in favor. Motion passed**

Establishing a Building committee discussed. Asks for interest to serve.

David Geloso, Bill Scollin, Joe Wendland, Steve Hebb, Kyle Kelley

### 9. New business:

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a. Nominations for election of Officers/ Executive Committee

### **President**

K. Miller nominates Jared Heon for President. 2nd by D. Geloso

### **Vice President**

K. Kelley nominates K. Miller for Vice President. 2nd by J. Heon

K. Miller Nominates N. McGorty for Vice President. 2nd by J. Heon

### **Treasurer**

D. Geloso nominates J. Oliwa for Treasurer. 2nd by K. Miller

### **Secretary**

N. McGorty nominates D. Geloso for Secretary. 2nd by K. Miller

Discussion of appointment letters.

### b. Capital Expenditure request:

Discussion regarding the transferring of equipment to the new vehicle. D. Macharelli says she has spoken and they assured the truck vault will fit the new 2018 vehicle.

K. Miller asks if there is a dollar amount we need?

Discussion on the state contract prices. New model of the 2018 expedition has gone up. \$32,000-\$39,000. New motor, all aluminum. Price of \$39,900. Response vehicle rated.

J. Heon mentions they did try to find a 2017 when the new prices came out in June. There were none available.

7:50 pm Anita Dugatto arrived.

**Motion to purchase new 2018 Ford Expedition at the quoted price and associated equipment we cannot transition from the other car. B. Scollin 1st, 2nd D. Geloso. All in Favor. Motion Passed**

### **10. Other Business**

N. McGorty asked about the attachments: conflict of interest, whistle blower.

J. Heon states they are going to the attorney's for review for updates. So no need to complete tonight.

J. Heon states he will send out an outlook invite for location of October Meeting.

### **11. Adjournment**

**Motion to adjourn. 1st D. Geloso, 2nd J Oliwa. All in favor. Motion passed**

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