

**South Royalton Rescue Advisory Board
June 13, 2018 Meeting Minutes
Royalton Town Office**

APPROVED WITH CHANGES: 6/27/2018

Attendance:

Members: Jerry Barcelow, Carol Flint, Mary Gavin, Thomas Hoyt, Corinne Ingraham, David Kimball, Gidget Lyman, and Nathan Potter. Absent: Brenda Field

Visitors: Deputy Administrator Becky Owens, Administrator David Palmer, EMTs Tim Packard and Chris White

Call to Order:

Jerry Barcelow called the meeting to order at 5:30 p.m. and distributed a suggested agenda prior to the meeting.

Motion: Mary Gavin made a motion to approve the agenda with as written. Corinne Ingraham seconded the motion. The motion passed unanimously.

Approval of the Minutes

In Carol Flint's absence, Dave Kimball distributed the minutes of the May 23 regular meeting prior to this meeting.

Motion: Mary Gavin made a motion to approve the May 23 minutes as written. Corinne Ingraham seconded the motion. The minutes were unanimously approved.

Carol Flint will upload the minutes to the website and send them to the Prudential Committee for filing.

Public Comments

No public comments.

Administrator Reports

Administrator David Palmer began by reviewing the following call report and noting there have been 86 calls to date:

<i>As of 6/12/2018</i>	Calendar to Date	Calendar Year Total
2018	194	
2017	155	403
2016	178	403
2015	139	323
2014	124	328
2013	120	299

David Palmer and Becky Owens also reported on the following:

- Vehicle Inspection: A1 has been inspected, A1 has a recall; A2 needs to go back for repairs (bad injector) and should be done by the end of the week.
- Vehicle Repairs: A1 had front U-joint replaced last week ~~and has been paid~~

- Life Line: Approximately ten have been installed per year. AB asked Becky to inquire with the squad to see if anyone was interested in taking over the program.
- Vermont Ambulance Association membership needs to be maintained. David will make sure that Becky's name is added to the mailing list.
- Credentialing and Vermont Protocols training must take place, and Becky will make sure it happens.
- David Palmer requested that Pediatric Restraints be purchased for A2 for approximately \$140. They are already on A1. A2 will run through inspection on June 20 in Bradford and restraints are required to pass inspection. AB approved the request unanimously.
- Vehicle name plates will be purchased on a case-by-case basis. Anyone who wants one should let Becky know and which style they need for their vehicle.
- Corinne Ingraham asked Becky to make sure all the District 8 AEDs are regularly checked and maintained.

VSECU Update

AB requests that Brenda Field and Angela Russell fill out forms to change the name to **South Royalton Rescue Squad, Co.** to fulfill needs for fundraising.

Potash Hill Wrap-up

Dave Kimball gave a summary of a recent call in Tunbridge. The patient thought the crew should have taken a different road to get to their house faster. Dave met with the patient and family member to discuss the call. Becky will review the SOGs and edit if necessary. Active 911 is the top resource to use along with dispatch mapping along with using back-up printed maps in the truck.

New Truck Update

Nathan Potter and Dave Palmer met and agreed on a design and model. They will request bids for the same design from both AV and LifeLine. Nathan also announced that there will also be a \$4,000 Ford First Responders Rebate, since we are an emergency service. After bids are received, Gidget Lyman and Nathan will meet with ~~Annamarie~~ Anna Mary and create a proposal for the Byrne Foundation.

Small Claims Court

Jerry Barcelow reported that he spoke with Anne about a potential small claims case. Discussion followed. AB asked for Anne to move forward with the claim and report any activity.

Report from the Hiring Committee

Mary Gavin reported that the Hiring Committee received a total of six applicants. Three are well qualified. Currently, the committee is moving forward with one candidate but have two additional interviews planned.

Executive Session to discuss a Personnel Issue

MOTION: David Kimball made a motion to go into Executive Session for a personnel issue. Mary Gavin seconded the motion. Unanimously approved by all.

The board entered Executive Session at 6:21 p.m. and exited at 6:58 p.m.

Meeting Adjourned

There being no further business to come before the board, Thomas Hoyt made a motion to end the June 13 meeting. Mary Gavin seconded the motion. It was approved unanimously. The meeting ended at 7:00 p.m. The next regular meeting will be Wednesday, June 27, at 5:30 p.m., at the Royalton Town Offices.

Respectfully submitted,
Carol K. Flint, Clerk
Town of Sharon Representative