

OXFORD Ambulance Association

Board of Directors Meeting
January 7, 2020 7:00 p.m.
OAA Headquarters

MEETING MINUTES

The meeting was opened at 7:00 pm by the Chairman.

Present were members Maddie Dodson, James Ernst, Susan Schiavi, Beth Sudgen, Robert DeBisschop.

Audience

There was no audience participation.

Old Business

1. The minutes of the November 11, 2019 were amended to correct the hiring rate of Brandon Priest to an annual salary of \$52,000 and approved on a motion by Maddie, seconded by James, voted 4 to 0, with 1 abstention.
2. 2019-20 Town budget report was prepared by Madelene and reviewed.. At 50 percent of the Town's fiscal year, most of the line items are still at or below allowances, the exception being vehicle maintenance due to power loader repairs. Madelene also provided the accrual account summaries as of December 2019, and a Training account summary for the fiscal year. James made a motion to accept the reports as presented, seconded by Maddie and voted 5 to 0.
3. The performance review has not been completed to date. A motion to extend the review period to the end of March was made by Maddie, seconded by Beth and voted 5 to 0.


New Business


1. Vehicle Status: Members reported that all 3 ambulances are running and in service. There have been many occasions in the past month when all 3 have been on calls at the same time. Regular maintenance is ongoing, but 40 is particularly requiring continuing service.
2. The audit from The Innovative CPA Group was reviewed and accepted on a motion by Maddie, seconded by Beth and passed 5 to 0.
3. A training program is currently in progress and an accelerated program is planned for the winter break.
4. The new ambulance has been ordered with the 2019-20 capital plan approval of \$155,000. The existing \$95,000 currently in the Town Capital and Non-Recurring Account needs to be requested through the Board of Selectmen, Board of Finance and Town Meeting. Anticipated delivery April 2020.
5. A budget for Town support was reviewed. It assumes all personnel salaries will be supported by the Association. Maddie made a motion, seconded by Beth to submit it to the Town for inclusion in their annual budget. Motion passed 5 to 0.
6. A request from capital for additional portable radios at \$48,000 will be made in the 2020-21 Town capital plan. Motorola is no longer supporting the maintenance of our current radios.
7. The 2020 meeting schedule will be revised to accommodate the work schedules of the new members to the Board. The schedule will be second Monday of March, May, July, November and the third Monday of September. This was approved on a motion by Beth, seconded by James and voted 5 to 0.
8. Bob made a motion to go into Executive Session to discuss current legal actions, seconded by Sue and passed 5 to 0. No action was taken following the Executive Session.

Adjournment:

1. The meeting adjourned at 8:25 on a motion by James, seconded by Maddie and approved 5 to 0.

Submitted Subject to Approval


Robert DeBisschop, Chairman
Oxford Ambulance Association


TOWN CLERK
JAN 27 AM 10:48
TOWN OF OXFORD, CT