

OXFORD Ambulance Association

Board of Directors Meeting

January 13, 2017 7:00 p.m.

OAA Headquarters

MEETING MINUTES

The meeting was opened at 7:10 pm by the Chairman.

Present were members April Brooks, Virginia Calcagni, Maddie Dodson, Ed Hardy, Madalene Taggart, Robert DeBisschop.

Audience

1. There were no audience participants present.

Old Business

1. November 16, 2016 Meeting Minutes: The minutes were reviewed. A motion was made by Ed, seconded by April, to approve the minutes as written. The motion passed 5 to 0 with Maddie abstaining.
2. New Ambulance: Madalene indicated that the new ambulance was delivered to our bay from Public Works on Jan. 6. It came with mice that had moved in at P.W. It was left outside the first couple of nights and disinfected. It is currently out for radio and other accessory installation. Madalene and George Temple signed the lease that requires OAA to pay \$1,000.00 each year for the first 4 years and then \$1 per year thereafter.
3. The Town delivered the new Fly car that was approved in last year's budget. It also needs accessories installed.
4. Madalene reported that she and Colin had interviewed 6 applicants for the Operations Supervisor and offered the position to Kyle Leake. He has experience, was in the OAA Explorer program, will leave his current employment and be available January 22, 2017. April made a motion, seconded by Virginia to approve his employment. The motion passed 6 to 0.
5. Current Town Budget: The proposed Town budget request was discussed. It was agreed to include a column of actual budget expenditures after the Approved budget to reflect the \$34,000 transfer for the new ambulance determined by the Oxford Board of Finance. Ed made a motion, seconded by Maddie to approve the proposed budget; passed 6 to 0.

New Business

1. 2015-2016 Audit:
 - a. The 2015-16 Audit prepared by Apicella, Testa & Company, P.C. as well as the accompanying letter to the Board was reviewed. Some of the increase in contributions noted was due to grants received. Ed made a motion, seconded by Virginia to accept the Audit. The motion passed 6 to 0.
2. 2017-18 Town Budget:
 - a. The proposed Town budget request was discussed. It was agreed to include a column of actual budget expenditures after the Approved budget to reflect the \$34,000 transfer for the new ambulance determined by the Oxford Board of Finance. Ed made a motion, seconded by Maddie to approve the proposed budget; passed 6 to 0.
3. 2017-18 Capital Budget Request:
 - a. The Capital budget request to the Town was discussed. It was agreed to make a request for a Third ambulance on the basis of our call volume, the unavailability of Griffin Hospital rooms that is increasing run times, and the proposed extended care facility being applied for at the Oxford Greens. Virginia made a motion, seconded by Maddie to submit the capital request to the Board of Selectmen; it passed 6 to 0.

4. EMT Class: Lee Ives will be teaching the next EMT class beginning February 6. The fee will be \$800.00 with classes on Monday, Wednesday and Saturday..
5. Fundraising Brochure: The next fundraising brochure was discussed. Suggestions for modifications will be sent to Madalene.

Adjournment:

1. Virginia moved to adjourn at 8:30, seconded by Maddie, all voted in favor (6-0).

Submitted Subject to Approval

Robert DeBisschop, Chairman
Oxford Ambulance Association

17 JAN 17 PM 12:42
TOWN OF OXFORD, CT
Margaret A. West
TOWN CLERK