Newtown Volunteer Ambulance Corps
Executive Board Meeting Minutes
September 14, 2026
Attendees : Chief Newsom, Asst Chief Fuchs, Sec/Treas Serra, MAL Porto, EMT DaSilva, EMT Davis, EMT Dean, EMT Clyne, EMT Cicciari, Assoc Member Cameron (MAL Salvo absent due to vacation)

Meeting called to order by Chief Newsom at 7:33pm.

Minutes to the August 10, 2026 were reviewed and accepted.

Motion was made by Sec/Treas Serra to change the date of the October 2026 E-Board meeting from October 5 to October 7. After discussion, the motion was approved.

Motion was made by Sec/Treas Serra to add discussion of the 2026-2027 Budget to the agenda. After discussion, the motion was approved.

New Business:

Committee Chair Updates:

- Staffing:
    - Request was made for members to alert the Staffing Committee and all EMTs in case of last minute needs to book off.
- Supplies:
    - No update.
- Hospitality/Legal:
    - The annual Holiday Party will be held at Marygold's on December 19th.
- Building:
    - Preventive maintenance remains on schedule.
- Tech:
    - All systems and communications remain stable with no issues reported.
    - EMT Dean gave an update on the new rig check forms on the iPads. The team feels that the updates will provide for enhanced legal protection via an audit trail on rig check completions. The committee advises that the effect should be to encourage (not force) members to use the new form and do the rig checks. Each rig has been enabled with the updated forms.
    - A funded update will replace the aging system. New keypads will be added to five access points (bay exterior, bay-to-building and patio-to-dayroom doors). The system supports NFC, Bluetooth and potentially multi-factor via app/pin. Management/operations needs to confirm feature implementation.
    - Volgistics experienced a 36-hour data center outage.

    - Yodeck player for the Bay TV displaying a web page managed by Vehicles was installed. The display can show rotating schedules, out-of-service rigs and rig check statuses. Additional budget has been requested for more digital signage in the charting room and day room - management/operations needs to decide on content.
- Cameras:
    - System upgrades are complete with 30-day retention. Future work will address two unmonitored parking spaces. Management confirmed cameras will not be used for active monitoring. The E-Board is in agreement with the Trustees recommendation limiting the kitchen camera view of the table and that all other current camera views are acceptable. The dining room/day room camera will be adjusted to only capture the cooking area. Members are not being monitored in the kitchen table or lounge areas. Trustees requested analysis on any other coverage gaps. Information has been provided to the Trustees and the E-Board.
- Training:
    - Thanks again to EMT DaSilva for the work on the MCI drill in August. Details on the debrief with video and feedback TBD hopefully October/November.
    - There was a great turnout for the KSI Heat Stroke training in August and the usage for the Newtown Road Race.
    - FTOs have been asked to participate in ongoing skills sessions that will be provided to current members and trainees - possible on third Thursdays.
    - Devlin, Woody and Kailey were released in August. Anticipate that three more trainees will be released in the next few weeks.
    - There are eight trainees with primary FTOs and there remains a number of applicants on the waiting list.
    - The September training will be Trauma/Law Enforcement Related Injuries. October will be the Skills review with state checkoff sheets.
- QA:
    - No updates.
- Communications:
    - EMT Wolff and Asst Chief Fuchs will investigate a reported configuration anomaly on the mobile unit before escalating to Norcom.
    - The committee is budgeting for radio programming software and cables to perform minor updates (e.g., member IDs for handhelds) internally, while maintaining the Norcom partnerships for major issues and warranty.
- Uniforms:
    - MAL Porto advised that the team will be requesting budget approval prior to getting estimates for the new casual uniform shirts. Chief Newsom will check to see if there are proceeds in the current budget.
    - Request was made to include fit shirts for women members.
- Vehicles:
    - NEWTOWN has been added to the rigs.
    - Specs for the new 97-3 will be reviewed; final pricing for the new 97-3 and Stryker equipment quotes expected within the week.

- Committee will be getting quotes for body work on 97-4.
- All maintenance is up to date.

Request was made by EMT Arneth to install Level 2 Chargers for EVs at the station. Upon review with NVAA President McLachlan, the E-Board was informed that the Trustees will not consider any new EV stations at this time.

The topic of the proposed MIH program was discussed. At this point, the Trustees have reviewed and approved the next phase of the program. Any member that has additional questions and/or concerns about the program should reach out to EMT J. Jorgenson for more details.

The definition of a "patient" was discussed. It was decided that the current procedures of cases where there is either a false alarm or upon arrival it is found that the caller does not have a medical issue or concern, that it should be logged in EMS Charts as "No Patient Found".

Regarding the issue of dogs in the bunk rooms, it was decided that Bunk Room 1 will be used as needed for this purpose. Any member that brings their dog into that room needs to ensure that all bedding is removed and properly cleaned prior to reinstall. The member should also vacuum the room after usage.

The Trustees and their legal counsel have reviewed the Junior Policy and have made comments. The Bylaws Committee will be reviewing this feedback and will likely making a request to amend the Policy.

The updated and revised Motor Vehicle Record Policy will be available shortly for member review. Any member who has already submitted their information for review will not have to go through the process again. The E-Board will be following up with those who have not submitted their information to ensure compliance with the SOP.

There has been a few recent instances where multiple calls are going on; it appears that the higher acuity call is second in line. The protocol is first in/first out but members are encouraged to use their best judgement considering the whole scenario, while keeping in mind that we are legally obligated to cover all of our first calls.

Meeting adjourned at 8:23pm and the E-Board moved to Executive Session.

Respectfully submitted,

Guy L. Serra
NVAC Secretary-Treasurer