

# **PLAINSBORO RESCUE SQUAD**

## **Regular Monthly Meeting Minutes**

January 16th, 2020

The regular monthly meeting was called to order at 8:11PM by President Jack Bouchakjian. Salute to the Flag and Roll Call followed. Members present 25, eligible to vote 16. Quorum met.

MOTION: To approve the December 2019 monthly minutes. Made by Jeigan, seconded by Jeanette.

VOTE: MOTION CARRIED.

### **New Members:**

One new cadet member to be approved, Prachi Mital. Motion carried. Prachi welcomed to membership.

### **GUEST REPORT: Deputy Mayor Neil Lewis**

- Not present at meeting due to surgery, no report.

### **GUEST REPORT Police Liaison – Daniel Reichard**

- Please report non-emergency requests to PD liaison.

### **PRESIDENT’S REPORT – Jack Bouchakjian**

- Thanks for a wonderful year and to the outgoing officers of 2019 and new officers of 2020.
- Please reach out to Jack with any concerns related to the administration of the squad.
- Looking forward to another successful year.

### **VICE PRESIDENT OF FUNDRAISING - Arun Bantval**

- Fundraising Plan to be presented to Membership at February Monthly meeting, including fundraising ideas for Cadet Corps.

### **VICE PRESIDENT OF MEMBERSHIP– Brian Gould**

- One resignation to announce this month, Deblina Mukherjee. She has already dropped off her squad equipment and uniforms in the office.
- One new member voted in tonight, Prachi Mital. Welcome to her, she is already in the middle of training to ride.
- One new adult applicant pending, very excited to join!
- Will be burning old member records for those no longer on the squad.
- Missing necessary documentation from members, will be reaching out to all members for what is needed to have records up to date.

## **TREASURER'S REPORT – Jegan Gokulchandran**

See Report Attached.

## **CORRESPONDING SECRETARY'S REPORT – Lucy Zhu**

No report

## **RECORDING SECRETARY'S REPORT – Emily Wolf**

No report.

## **CADET REPORT – Shivani Srivastava**

No report.

## **CHIEF'S/LINE REPORT – Ankit Parikh**

- Big thank you to Brian and the line officers from 2019, looking forward to what's to come this year.
- **Promotions**-- Congrats to Gaurav Pathak on attaining riding status and becoming a State certified EMT. We hope to have you become an EMT2 soon. There are no other promotions at this time but hopefully there will be a bunch by the end of the year.
- **Rig Checks (New Jumpkits)**-- For now, please use the current jumpkits and rig check sheets as part of your daily rig checks. I will consult with the Line and OICs to update our jumpkits and our equipment on the trucks so that we have everything we need and are required to have but also aren't overstocking. We have also procured CO monitors from the Fire District grant so they will be rolled out with the new rig check.
- **Rig Status**--101 needs some servicing in regards to its back doors which will be done in the upcoming weeks based on Ford's schedule. 102 had an accident over the weekend where the right rear wheel went over a curb so please be careful driving our vehicles so that you clear all obstacles while making turns.
- **Equipment/Supplies**-- As mentioned above, there might be some things coming off/going on the truck in the upcoming weeks as we update the rig check sheets. If you have any input, please email me ASAP so we can roll out all the changes at the same time.
- **Training/Certifications Up To Date**--Make sure your certifications are up to date. We had a recent issue where a member who had let their EMT certification lapse but was acting as an EMT on our crews. It is the responsibility of the person to maintain their own certifications and not anyone else's. There are also fail safes for this. You can input your certifications into EMSCharts and it will give you reminders when you are a few months, one month, and few weeks away from expiring so you can act on it with enough time to make sure you get your recertification taken care of. Check your EMT cards, CPR cards, Driver Licenses, etc. to make sure everything is up to date and not expiring soon.
- **Joint Drills**--As of right now, we don't have any drills planned with Station 49 or the Police Department but hopefully we will have some fun ones in the near future.

- **Events**--We obviously have the Installation Dinner coming up so I'll see you all there. RSVP already if you haven't. I also sent out an email with all the events we cover throughout the year and in years past, I have seen that many of them have been covered by the same few people and I would like if more people can be involved to help us cover those events. The events are as follows: Founders Day, Cranbury Memorial Day Parade, Middlesex County Fair, National Night Out, September 11th Memorial, High School North Football Games, Haunted Tonight, Windrows Demo, Day in the Bay, Firmenich Drill, Joint Agency Drills, Eden 5K, Ravens Crest Meet and Greet, and Garage Sale. I'm sure there's a few that I missed as well.
- **Operations**-- We will be having an Operations Meeting on Friday, January 24th at 7:30 PM for OICs. All other members are invited to join around 8:15-8:30 PM. If you have any questions or suggestions and cannot make the meeting, please forward that to me before the meeting so I can add it to the agenda. We have been getting transport only calls recently from Merwick and Windrows. In that case, please respond as if it is an actual emergency because you just never know with the staff at these facilities. Once you get there and determine it is a transport only, please determine whether it was staff who was impatient and called 911 or whether the transport company didn't have anyone available so they called 911. Once you determine this, file a police report with the officer who is present or go to PD after the call and ask to speak to an officer. Also, file a special report in EMSCharts with all the details. And this should go without saying but if the patient doesn't want to go to the hospital and you deem that it is not necessary for the patient to go and they are able to make their own decisions, procure an RMA form before clearing up. Do not take a patient without their consent if they have no medical need.
- **Radios**-- The radio cabinet is being built thanks to Roan so we will be moving all the radio stuff into the cabinet and taking inventory of what we have. If anyone needs radios and pagers, please let me know and I will get them to you. We will also look into making the second cabinet into an OIC cabinet that they can have access to for training supplies or other things that we don't want to just leave out in the public. More to follow on that.
- **Memoriam of Understanding**-- It has moved past PD and we are waiting to hear back from the Township. We are hoping to add some addendums regarding PTEMS/PRS combined crews since PTEMS has gone OOS quite often recently. I will look into that with our PD liaison to iron out any details that would prevent us from doing this or any stipulations there may be from either side. The main reason for this is that if we cannot staff a full crew and neither can PTEMS but we both have 1 person, we should be able to form a crew and take care of the residents of our town.
- **2nd OIC/2nd EMT Shifts**--No EMT2s are picking up these 2nd EMT shifts. Even if you are available for part of the night to listen into calls, please let the Scheduling Team know and they will put it on W2W for you. We get a significant amount of 2nds and it has mostly been two OICs taking that 2nd. I would like to see more participation from our EMT2s, especially those working towards becoming EMT1s this year.
- **Goals**-- I sent out an email for all to set goals. I would really appreciate it if you guys would set some goals for yourself and for me or the Line/E-Board/Squad as a whole so we can continue to grow and get better every year. So, I hope to see more responses trickling in soon.
- **Miscellaneous**-- Monmouth Junction will be covering us for our Installation Dinner on January 25th so a thank you to them.

**TRUSTEES' REPORT** – Presented by Krishna Jagannathan

- Proactive repairs needed -- bunk room lights must be changed.
- Gutters need to be cleaned, will put out for bids.
- TV cords must be secured and hidden so they don't hang anymore.
- Working on pricing for fire protection items, looking for lower priced options.

**CHAPLAIN'S REPORT** – Vacant position

- Celebration of Life for Allison Macken on Sunday at 1pm—meet at squad for those interested in attending. White dress uniforms required.
- Apryl will be sending a get well card to Neil Lewis for his recent surgery.

**INSTALLATION DINNER COMMITTEE** -- Emily Wolf

- Raffle donations still needed for Installation Dinner—please speak with Mark Sheffield regarding which businesses have already been contacted.
- As a reminder, dinner will take place on the 25<sup>th</sup> from 6pm-10pm.

**UNIFORM OFFICER** – No Report.

**LOSAP** – No Report.

**SUPPLIES OFFICER** -- No report.

**MEDICAL SUPPLIES OFFICER** -- No report.

**GRANTS OFFICER** –No Report.

**TECHNOLOGY OFFICER** – No report

**Old Business:**

No old business.

**New Business:**

No new business.

MOTION to adjourn made by Dimitry Pokrasov, seconded by Akarsh Teki.

MOTION CARRIED.

Meeting Adjourned at 9:18pm.