



# **TRI-TOWN AMBULANCE**

## **West Tisbury • Chilmark • Aquinnah**

**Chief Ben Retmier**, Tri-Town Ambulance Chief  
P.O. Box 457 West Tisbury, MA. 02575  
PHONE/FAX: 508-693-4992  
Email: [ttemschief@Vineyard.net](mailto:ttemschief@Vineyard.net)

### **Tri-Town Ambulance Committee January 4, 2017 Meeting Minutes**

The meeting was called to order by Committee Chair Jim Newman at 12:08 p.m.

#### **In attendance**

Richard Knabel, Committee Member, Warren Doty, Committee Member, Jim Newman, Committee Member, Chief Retmier, Allison Graczykowski, Admin Assistant

- **Approval of December 7, 2016 Meeting Minutes**

Warren Doty moved to approve the December 7<sup>th</sup>, 2016 meeting minutes. Committee member Richard Knabel seconded the motion. The motion passed unanimously.

- **Old Business**

**None**

- **New Business**

Warren Doty shared that the Island has two guaranteed detox beds in the Gosnold located in Falmouth. The hospital and community services worked together to put this plan in place.

## **TTA Chief Report**

- **Bull Dog Update**

The purchase price of each ambulance including a stretcher and adding a third stretcher to fulfill fleet standardization would be about \$162,000.00 or \$322,000.00- \$324,000.00 for two. Chief Retmier shared that when he wrote the warrant article it was written so as not to exceed \$350,000.00. Chief Retmier also shared that he knows that he'll need to purchase IV infusion pumps for each ambulance. He believes that the funds could also from the ambulance reserve receipt fund.

The ambulance reserve receipt fund has about \$378K. Committee member Jim Newman said his town will begin to put money away. Warren stated that Chilmark will need a warrant article but the money is coming from available funds.

Chief Retmier stated that he would have everything written up for the TTA Committee Meeting being held in February.

- **Insurance Coverage for Ambulance Fleet**

Chief Retmier asked Executive Secretary Tim Carroll if MIIA provides replacement coverage for the Ambulance Fleet. Chief Retmier shared that MIIA does not provide this coverage for ambulances, but it is something to consider in the future. Chief Retmier will find out when we will need to put that on the radar to determine if we can acquire and afford "replacement coverage".

Committee members asked about repairs on vehicle that had been damaged in a motor vehicle accident in December. Committee Member Warren Doty asked if insurance was going to cover the repairs. Chief replied that the damages are indeed covered by MIIA less a \$1,000.00 deductible.

- **Three Month Review**

Chief Retmier shared that over the last three-month period Tri-Town Ambulance has had 92 incidents. During this same three-month period, last year, Tri-Town Ambulance had 54 incidents. The cy total for 2016 is 409 incidents. The prior year was 380. The committee wondered how this increase impacts revenues. Allison replied that if they are actual transports of a client to the hospital, the run is then billable. All other calls are non-billable so the increase is negligible.

One of the reports Chief Retmier provided is reflects the breakdown of calls by location over cy 2016. West Tisbury had a total of 227 calls or 56%, Chilmark had a total of 111 calls or 27% and Aquinnah had 49 calls or 12%. Menemsha was an outlier showing 2 calls and they are part of the Chilmark numbers.

The committee and Chief Retmier had a conversation surrounding “what does better documentation mean”.

- **Supervisory Leadership Development**

Chief Retmier shared that he is attending a Supervisory Leadership Development Program. The TTA Committee assured Chief Retmier that the costs associated with this program will be covered.

- **Budget Updates**

Committee member Warren Doty raised questions about revenue stream decreasing. Chief Retmier and Allison Graczykowski explained that in July of 2015 when Allison began there were a number of old claims that were cleaned up. Prior staff had not been responsive to Comstar reports and Tri-Towns Mass Health license had lapsed, impeding Comstar’s ability to submit claims timely and appropriately to insurance carriers. The revenue that began coming in as the cleanup occurred in FY 16 was not indicative of what a typical revenue stream would look in the future. Revenue collected in FY 17 is more indicative of what a typical year of revenue will look like.

- **Comstar Update**

Allison Graczykowski, Administrative Assistant reviewed the collections to date with the Committee. Collections continue to go well.

- **Next Meeting Date**

The next meeting will be held on February 1, 2017, 12:00 pm at the West Tisbury Fire Station on State Road, West Tisbury.

Committee Member Warren Doty states that they should consider voting to authorize the TTA Committee Chairman, Jim Newman to represent the other committee members to submit a warrant article or take other necessary actions to ensure that the purchase of two new ambulances continues to move forward without delay, in the event something is needed prior to the next TTAC meeting date of February 1<sup>st</sup>.

Committee member Warren Doty states that they have all agreed that they approve the purchase of two new ambulances, and that they also agree to spend up to \$350,000.00. Committee member Richard Knabel made a motion to authorize the Chairman Jim

Newman to make any necessary decisions needed to meet town deadlines to move forward with the purchase of two new ambulances. Committee member Warren Doty seconded the motion. The motion passed unanimously.

- **Adjournment**

Motion to adjourn the meeting at 12:58 pm. and Committee member Warren Doty seconded the motion. The motion passed unanimously.

Prepared by: \_\_\_\_\_  
Allison Graczykowski, Clerical Assistant