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CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DAVID W. ST. HILAIRE
DIRECTOR FINANCE

(203) 797-4652
FAX: (203) 796-1526

MEMORANDUM

TO: Mayor Mark D. Boughton via the City Council

FROM: David W. St. Hilaire, Director of Finance *DW*

DATE: October 28, 2013

CERTIFICATION

SUBJECT: Certification of Funds – Ambulance Capital

The City of Danbury's Ambulance Fund supports the collaborative effort of the Public Safety Divisions in providing the utmost care to the citizens of Danbury. Funds designated for capital improvements are necessary to enhance the existing equipment used by EMS and Fire personnel in emergency situations.

A request must be made to City Council to transfer available funds from Fund Balance in the Ambulance Fund to Ambulance Capital accounts. Based on preliminary financials for June 30, 2013, I hereby certify the availability of \$75,000 in the Ambulance Fund for capital purchases.

I respectfully request the City Council consider this request at the November 2013 meeting. Please feel free to contact me should you require any additional information.

DST/sk

Cc: G. Herald
M. Cassavechia



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FINANCE DEPT.

OCT 28 2013

CITY OF DANBURY

FIRE DEPARTMENT
19 NEW STREET
DANBURY, CONNECTICUT 06810

Geoffrey R. Herald, CFO
Danbury Fire Department

Phone 203-796-1550
Fax 203-796-1552

25 October 2013

David St. Hilaire
Director of Finance
City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810

Dear Mr. St. Hilaire:

I am requesting funding through the ambulance fund for improvements in our emergency medical dispatch processes and procedures. The total cost for these improvements would be \$19,374 and will be provided by our current vendor Powerphone, Inc. This funding will be used to acquire new Emergency Medical Dispatching (EMD) manuals and training for our Public Safety Answering Point (PSAP) 9-1-1 operators.

We will improve our current Emergency Medical Dispatch program and acquire other upgrades/updates of existing call cards and the existing EMD software. We will also receive training for key staff and dispatchers in quality assurance performance.

These improvements will modernize and ensure the most recent EMD protocols and procedures are followed in the answering and processing of emergency medical calls for the citizens of Danbury.

Based on the City's goal to establish a civilian dispatch model, along with recent discussions with Dr. Patrick Broderick, Medical Director for Danbury EMS, we have determined that this is timely and critical to our operations.

Thank you for your consideration.

Sincerely,

Geoffrey Herald, Chief Fire Officer
Fire Chief

Cc: Matthew Cassavechia, Director Emergency Medical Services



CITY OF DANBURY
EMERGENCY MEDICAL SERVICES

**WESTERN CONNECTICUT
HEALTH NETWORK**

DANBURY HOSPITAL EMERGENCY MEDICAL SERVICES

Matthew Cassavechia, EMT-P
Director, Emergency Medical Services



October 28, 2013

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David St. Hilaire
Director of Finance, City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810

Dear Mr. St. Hilaire:

As you know, over the last several years the Danbury Fire Department and Danbury Emergency Medical Services have worked in collaboration with many initiatives to better serve the citizens of Danbury. Ongoing assessment and performance improvement for emergency medical dispatchers and a most recent focus of work place safety and injury reduction tops the list of the many focus areas we have been reviewing regularly. Specifically, there have been three separate work groups assessing head protection, powered transport equipment and dispatch protocols.

After action analysis of several high impact motor vehicle rescues this past summer created an opportunity to develop a standardized head protection model among fire and EMS personnel. The analysis revealed that the traditional firefighter helmet generally developed for structural firefighting was deemed to be ineffective in these situations. Thus a lighter, more versatile helmet was trialed by both agencies with overwhelming support to move towards the rescue helmet apparel. **Estimated cost and allocation request \$ 20K.**

The other safety initiative has been around reducing injuries and liability related to carrying, lifting and moving of patients. Currently emergency medical services utilize stretchers that require manual lifting which historically has been linked to sprains, strains any injuries of lower back. In fact analysis of our own statistics concludes that over 60% of the injuries sustained by EMS are directly related to lifting and moving of patients. A trial stretcher that use hydraulics to lift patients has been ongoing and has received collective and collaborative support among emergency medical services personnel and firefighters who on occasion are called to assist EMS. Further, consideration to better serve our bariatric population has been factored in with a specialized stretcher to accommodate larger patients that do not fit onto conventional ambulance cots. **Estimated cost and allocation request \$ 35K.**

5-3.

Finally, a comprehensive analysis of the fire department's existing emergency medical dispatch software program has brought about suggested changes and upgrades to the system with additional training. These changes will allow for a more consistent approach in caller integration methods and retrospective quality analysis. **Estimated cost and allocation request \$20 K.**

In order to implement the aforementioned safety and performance improvement initiatives, additional monies of \$75 K are required to be applied towards the ambulance capital budget in this fiscal year.

We thank you in advance for your consideration and continued support of our individual agencies.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew Cassavechia". The signature is fluid and cursive, with a large initial "M" and "C".

Matthew Cassavechia, EMT-P
Director, Emergency Medical Services

Cc: Geoff Herald, Fire Chief