

TOWNS OF ALLENSTOWN AND PEMBROKE
Tri-Town EMS Board of Directors
311 Pembroke Street
Pembroke, New Hampshire 03275
Minutes of Regular Meeting
March 22, 2017

Call to Order.

The Tri-Town EMS Board of Directors Meeting for March 22, 2017, was called to order by the Chair at 3:30 p.m.

Roll Call.

Present on the Board: Harold Paulsen, Michael O'Meara, David Jodoin, Robert Bourque, Dana Pendergast and Shaun Mulholland.

Others Present.

Tri-Town Staff: Christopher Gamache, Director; Stephanie Locke, Assistant Director

Approve minutes of previous meeting(s).

There were no minutes to approve.

Approve expenditures.

Mr. Jodoin stated that the manifest had been signed electronically.

Accept resignation of employee.

Mr. Gamache presented the resignation of Julie Erwin.

Chief Pendergast moved to accept this resignation. The motion was seconded by Mr. O'Meara.

On motion of Mr. Bourque, duly seconded by Mr. O'Meara, it was voted to table this motion.

Non-public session in accordance with the provisions of RSA 91 – A: 3, II (a).

Chief Pendergast, made a motion to meet in non-public session in accordance with the provisions of RSA 91-A: 3, II (a). The motion was seconded by Mr. Bourque.

A roll call vote was taken. Chair Mulholland-yes; Chief Paulsen-yes; Mr. O'Meara-yes; Mr. Bourque-yes; Chief Pendergast-yes; Mr. Jodoin-yes.

Chair Mulholland announced that the Board was going into non-public session at 3:32 pm.

Chair Mulholland returned the meeting to public session at 3:40 pm.

On motion of Chief Pendergast, duly seconded by Chief Paulsen it was voted to take the previous motion regarding the resignation of Julie Erwin off the table.

On motion of Chief Pendergast, duly seconded by Chief Paulsen, it was voted to accept Julie Erwin's resignation.

Mr. Gamache presented information on two applicants for employment for two full-time paramedic positions.

Chair Mulholland asked him to explain the process.

Mr. Gamache stated we advertised the positions and received applications, resumes, and cover letters. The credentials of the applicants were verified, including CPR. I got all of their ICS courses that they required. Both applicants have been interviewed and have completed pre-hire written and practical exams. Also completed were criminal background checks, DMV record checks, drug screening and pre-hire physical exams. In both cases there were no concerns.

Mr. Jodoin asked if they had checked previous employment.

Mr. Gamache responded that they had done that. Releases were signed by both applicants. Their references were contacted, and both included former and present employers.

Mr. O'Meara asked if there were operational issues with either of them.

Mr. Gamache responded that they come with more experience than those who vacated these positions. One is well known to Ms. Locke and he knows this applicant as well. He knows the other applicant from AMR.

Chair Mulholland asked if anyone wished to look at the applicants in non-public session. Then he asked Mr. Gamache to provide the names.

Mr. Gamache stated that the first one is William Amos. He has been a paramedic for six years and has been an EMS for a few more years than that. He has been with AMR for ten years, split between California and Manchester. The second is Ryan Hornblower. She has been a medic for four years and an

EMS even longer. She is a full-time paramedic in the Concord Hospital ED. Both come highly recommended.

Chair Mulholland asked if they were presently per diem or full-time.

Mr. Gamache responded that they were full-time. They will go through the complete orientation process. Their start date is April 10, 2017.

Mr. Bourque made a motion to approve the hiring of William Amos. The motion was seconded by Mr. O'Meara.

Chair Mulholland inquired about their salaries.

Mr. Gamache responded that William Amos is Grade 13, Step 5, and Year 1 will be paid \$20.53 per hour.

The motion to approve the hiring of William Amos carried.

Mr. Gamache stated Ryan Hornblower is a full-time paramedic for Concord Hospital. She works in the ED and has a lot of experience there. She has a bachelor's degree in political science and two masters' degrees – one in management and the other in public policy. By the pay grade system, she would be Grade 13, Step 4, Year 1; however, he asked the Board to consider one more step for her because of her education level and experience in the emergency department, thus Grade 15, Step 5, Year 1, which has a rate of \$20.53 per hour.

Mr. Jodoin stated we have a maximum on the wage scale and an employee does not go higher after reaching the maximum. Are you bringing people in so high that they are going to max out in a year or so?

Mr. Gamache responded that this is not how our wage classification system works. Step 11 is the highest; step five is in the middle.

Chair Mulholland stated even if they max out, they will still have COLA's.

Chief Paulsen asked if either candidate was taking a pay cut.

Mr. Gamache responded that Ryan Hornblower is, but it is comparable, not a big difference.

On motion of Chief Pendergast, duly seconded by Mr. Bourque, it was voted to approve the hiring of Ryan Hornblower at an hourly pay rate of \$20.53.

On motion of Mr. Bourque, duly seconded by Mr. Jodoin, it was voted to adjourn at 3:51 pm.

A handwritten signature in black ink, appearing to read 'Shaun Mulholland', is positioned above a horizontal line.

SHAUN MULHOLLAND, Chairman Tri-Town EMS