

PLYMOUTH VOLUNTEER AMBULANCE CORPS MINUTES FOR  
MEETING HELD FEBRUARY 18, 2026

**In attendance:** Cassie Culver, Jenny Whitehurst (Zoom), Renee Di Re, Norm Whitehurst, Jolene Dutkiewicz, Steven Raymond, Chris Poulin, Linda Konopaske, Sharon Kenney, Tom McCann, Tracy Fitzpatrick, Ron Tiscia (Town Liaison)

**Absent:** Bonnie Doughty-Jenkins and Paul Schwanka

**Guests:** Joe Sopczneski (Public Works Director)

PLYMOUTH, CT  
TOWN CLERK'S OFFICE  
RECEIVED FOR RECORD  
2026 FEB 25 AM 8:27  
Linda Konopaske  
TOWN CLERK

1. Call to Order at 6:30 P.M.
2. Approval of Agenda

Linda moved to amend the agenda to appoint Tracy as secretary to fill Cindy Badenhop's term as secretary. The motion to amend and approve the agenda was motioned by Tom and seconded by Steve. The motion was carried. A discussion was held. Cassie proposed to appoint Tracy as the PVAC secretary. Linda seconded the motion. The motion was carried.

3. Guest(s)

Joe was introduced as the new Public Works Director for the Town of Plymouth. At 6:41 we took a recess to give Joe and Tracy a tour of the building. At 6:52pm the meeting went back into session. Joe shared his contact information for future communication. During his tour Tom pointed out open issues to him. His priority will be lighting. He will also work on getting the heaters finished up. Tom will send over a punch list to him.

4. President's Report

Budget – Budget excel spreadsheet and capital improvement items were finalized by Norm and Bonnie and submitted to the town.

5. Secretary's Minutes

A correction to the date of the January 22, 2026 meeting was recorded. The meeting date was January 21, 2026. Renee motioned to accept the January meeting with the correction to the date. Second, by Tom. The minutes were approved as corrected.

6. Treasurers Report

See Supplemental Report. A profit of \$10,638.44 was reported. A check for a 50% deposit for the hooded sweatshirts was written for \$2,560.77. Our order from Stryker should be coming in during the next month. Tom asked about the status of transferring from AT&T to the town's Verizon account. We should reach out to the town's IT Department: Jamie or Joe. Jolene motioned to approve the Treasurer's report. It was seconded by Norman. The motion passed.

7. Chief's Report

The Birdies Campaign starts in April. We will need to design a letter for the campaign with a QR code and put it on our website. Jenny suggested that the sooner we get started the better. We cannot register for the birdie campaign until we receive an invitation. The last day of the campaign is in June. Norm sent out revised/updated SOPs to the board for review. Let him know if there are any questions. A check for \$500 was received from the state of CT for the sale of land for route 6 road work. The check was given to the treasurer for deposit. A letter of receipt from the state needs to be signed by Bonnie. We have our annual ambulance inspection on Monday, February 23<sup>rd</sup>. We will be keeping an eye on the weather – there is the potential for storm on Sunday into Monday. Waterbury hospital had a meeting with area EMS Services and reported that they were purchased by UCONN, they will now be called UCONN Health Waterbury Hospital. They don't see any significant changes, but for legal reasons can't discuss it until the sale is final on February 28, 2026. There will be another meeting with EMS Services once the sale is final. Terryville High School requested a donation for Project Graduation. We have had (3) overdoses in the last few days. Greenwoods Counseling in Torrington noted the uptick in overdoses and will come to the March members' meeting to discuss the resources they have available such as the distribution of Narcan in town. Norm is working on a grant submission with the Gary Sinise Foundation to get new monitors in the ambulances. Ours are 15 years

old. They are very expensive, around \$30,000 each. The monitors are needed for the IGEL protocols.

8. Town Liaison Report

The board welcomed our new town liaison, Ron Tisca. This is his 5<sup>th</sup> year on the town council, and he has lived in town for 28 years. Let Ron know if there is anything he can do.

9. Member/Liaison Update

Tom reported the hooded sweatshirts were ordered and a deposit was put down.

10. Sharon reported a Junior Members' Update – Sharon discussed the recruitment and retention of Junior Members. She explained their strategy to engage youth through activities like “touch a truck” events and eventually lead them to become EMT students. If all the recruits turn up we will have 14 to 18 Junior Members. We would like to get Juniors to go do *File of Life* (a program to help first responders to quickly obtain patient information in an emergency) at area senior living facilities and teach the Juniors, CPR, First Aid, Stop the Bleed, and Canine First Aid (possibly do a fundraiser with ARF). Standout and involved Juniors could be invited to participate in ride alongs. 80% of the interested juniors were from Bristol Central and one from Terryville.

Linda reported that Governor Lamont signed a bill to recruit and retention of 1<sup>st</sup> responders. It does not seem to be applicable to Volunteer EMTs. She emailed our state representatives regarding the bill and encouraged the board to reach out to their politicians.

11. OLD BUSINESS:

Building repairs/Tom- the issue in the boiler room was taken care of last Sunday and the heat in ambulance bays was repaired by Reed Mechanical. The priority on the punch list for public works is the lighting. The heaters need to be finished, specifically the unfinished cosmetics. The ceiling tiles in the front hallway need replacing back require a lift. Ambulance 111-2 was at public works for maintenance/repair when ambulance 111-1 started making a screeching noise. We contacted Dennis from public works, and he came in after hours to repair it. It was an easy fix and there was not out

of service time. When 111-2 came back 111-1 went in for permanent (replace the screw/bolt that popped out) solution to the screeching noise.

PVAC PROUD – Norm nominated Dennis from public works for helping us diagnose and repair 111-1 when it was making a very disruptive screeching sound. He went above and beyond after hours to help us and prevented us from being out of service. Linda made a motion to present Dennis with a certificate, acrylic trophy and \$25 gift card. Renee seconded the motion and the motion was carried. Norm will work on getting the awards tonight and post it on social media.

SOP Revisions – we will table review/discussion of the SOP revisions until Bonnie is back.

#### 10. NEW BUSINESS:

Linda made a motion to donate \$500 to THS Project Graduation. The motion was seconded by Jolene and the motion carried. Renee will work on cutting the check and Norm will be designing the half page ad.

Sharon, Chris, and Cassie met with Dawn Sinclair, an AHA Training Center Coordinator in Manchester. A contract was negotiated to make us an AHA Training site for 2 years. The contract has a 5-year term, no fees and either party can dissolve the partnership with 30 days' notice. The contract is ready to be signed. We will need to purchase our own course completion cards. 120 cards will cost us \$1830. They should last us about a year.

Bonnie's father has passed away. Cassie will email us the obituary. Linda made a motion to send a \$200 red and white floral arrangement to the family. Jolene seconded the motion and it was moved. Jolene will order the flowers.

11. MOTION TO ADJOURN 7:51 PM by Steve. Seconded by Linda. The motion was approved. NEXT MEETING TO BE HELD MARCH 18, 2026, at 6:30.