

**EMERGENCY MEDICAL SERVICES
HUMAN RESOURCES AND EDUCATION COMMITTEE MEETING MINUTES
Room 134
Friday, March 21, 2012**

In Attendance

<u>Committee Members</u>	<u>Education Subcommittee</u>	<u>Specialty Care Subcommittee</u>	<u>EMS Staff</u>
Pam Bradshaw, Chair	Dan Beil	Dr. Carol Cunningham	Judy Celnicker
Matthew Dick	Chris Chumita	Asst. Chief Michael Grossman	John Kennington
Bruce Shade	Tom Duffee		Linda Mirarchi
Dr. Brian Springer	Mark Mankins		Melissa Vermillion
	Lisa Nickles		
	George Snyder		
	Chuck Sowerbrower		

Ms. Bradshaw called the meeting to order at 10:00 a.m.

Welcome

The November 21, 2012, meeting has been canceled due to the Thanksgiving holiday and is rescheduled for November 14, 2012 (room TBD)

EMS 2015 Strategic Plan, Goals and Timelines

Ms. Mirarchi explained that the Committee will only be concerned with Goal Area #3, Human Resources and Education (HR&E), of the Ohio EMS 2015 Strategic Plan Dashboard (attachment). Key strategies and actions will be recorded and updated on a Dashboard. Ms. Vermillion then explained how other committees were addressing the Dashboard. She pointed out that there was inaccurate information on the Dashboard handout which has now been corrected. She went on to say that the Committee should ignore comments with a due date of 2012 since that date would be impractical; however, the Committee must assign start and completion dates.

Ms. Bradshaw began with a discussion of key strategy 3.1, Leadership/Governance. Ms. Bradshaw stated that key action 3.1.1, champion diversity and cultural competency by developing appropriate educational material for primary EMS training programs and develop enrollment measures for minorities, could include special needs populations. With regard to key action 3.1.1 A and B, she noted that multiple committees and subcommittees would be involved.

Ms. Nickles asked if we were going to have to create a survey to determine the demographic data and also stated that since we do not have any funding, would that be something the Committee would be tasked with, or would we be able to get that information from the Census Bureau or someone else since that data has already been compiled. Ms. Bradshaw stated that it may be 2013 or 2014 before we could come up with some concrete plans.

Discussion concerning how best to track and obtain the data followed. Issues concerning the possibility of Ohio EMS collecting the data in their certification and recertification process ensued with various

concerns noted. Also discussed were other ways to obtain the data, including from the National Registry which already collects some data or the Division could begin voluntary tracking on new and recertification certificates to practice.

The Committee determined the start date for key action 3.1.1 to be June 2013, with completion June 2014. The strategy items were assigned to the HR&E, Education Subcommittee and the Functional Needs Subcommittee.

Discussion moved to key action 3.1.2, continue to implement the EMS Education Agenda for the Future including the National EMS Scope of Practice Model as a foundation for the Ohio authorized EMS scope of practice, National EMS Education Standards, and National EMS education program accreditation. Ms. Bradshaw explained that key action 3.1.2 was on the “fast track” and must be completed by 12/31/12. With regard to key action 3.1.2 A, scope of practice has already been completed and the rules became effective 2/6/12.

Dr. Springer agreed that most of these have been met; however, with regard to key action 3.1.2 C, providing “resources to help training institutions understand and achieve national accreditation for paramedic education,” he stated that needs to be changed to “Provide resources to help them maintain national accreditation.” It’s a big picture of what the role is for this Committee so as questions arise regarding the scope, etc., from training institutions, that we are the “go-to Committee.” Mr. Snyder agreed but noted that there are programs that still need assistance to understand and achieve national accreditation.

MOTION: Change language in key action 3.1.2(C) to read “Provide resources to help training institutions understand and achieve and maintain national accreditation for paramedic education.” Springer first. Snyder second. None opposed. None abstained. Motion passed.

Mr. Sowerbower began a discussion referring back to key action 3.1.2 B concerning the different levels of EMS providers and fact that each level is built upon the previous level. He expressed a desire to have one document, instead of four, that would tell EMS teachers what they are supposed to teach. His school now has one document that has all of the blended language from all four levels in one document. Mr. Sowerbower offered the document they already constructed at Sinclair to the Committee. He said he would send Ms. Mirarchi something on this later.

MOTION: To develop an instructor guide at all levels of EMS training. Nickles first. Chumita second. None opposed. None abstained. Motion passed.

Committee determined the start date for key action 3.1.2 to be February 2012, with completion January 2013. Key action tem A was assigned to the HR&E Committee, action item B was assigned to the Education Subcommittee and action items C, D and E were assigned to the National Accreditation Ad Hoc Committee.

Discussion moved to key action 3.1.3, determine minimum service expectations and requirements for all areas of Ohio. Ms. Bradshaw noted that key action 3.1.3 would include special needs populations. Dr. Cunningham pointed out the correct terminology should be “functional needs”—that is the terminology the HHS is using—“patients with functional needs.”

The Committee determined the start date for key action 3.1.3 to In Progress, with completion June 2013. The strategy item was assigned to the Education Subcommittee and Functional Needs Subcommittee.

There was a short discussion concerning key action 3.1.4, develop programs to ensure the health and safety of all EMS personnel. Discussion included whether the key action was too vague and the topic too broad. Should the key strategy include wellness, such as mental and physical wellness? Mr. Mankins suggested the Committee review the NAEMT position paper "EMS Practitioner Safety and Wellness." Mr. Shade said it could be found at www.naemt.org. The committee will review the document.

Committee determined the start date for key action 3.1.4 to be June 2014 with completion June 2015. The strategy item was assigned to the HR&E Committee.

Discussion moved to key strategy 3.2, Patient Care/Service Excellence/System Development. Dr. Springer gave some background regarding the EMS Specialty Care Committee which was originally an independent committee looking at TEMS certification and expanded to cover the broader picture of EMS specialty care. The EMS Specialty Care Committee was tasked with trying to figure out some method of specialty care certification. Ultimately, they came up with a concept for specialty care endorsement by the State. It is not going to be a separate individual certification process, but rather if you sought training in any of the identified EMS specialty care areas, and if that training met approved parameters by the Board, they would basically get a little "stamp of approval" that is endorsed for that specialty care.

The EMS Specialty Care Subcommittee developed a concept paper in January 2012. The Specialty Care Subcommittee hopes to receive endorsement from the HR&E Committee today. The timeline could be to take the concept paper to the April 2012 EMS Board meeting to seek feedback and approval. The subcommittee would then seek support from key agencies and organizations involved in EMS. Director Charles will also need to approve the concept before the subcommittee could begin drafting legislation in May 2012. It is hoped that the draft legislation could be ready by November 2012.

MOTION: Add key action 3.2.4, Develop a system for endorsement for EMS in Specialty Care as part of key action 3.2 Patient Care/Service Excellence/System Development. Springer first. Dick second. None opposed. None abstained. Motion passed.

Ms. Bradshaw asked for any discussion. Mr. Sowerbrower asked if the endorsement was limited to critical care paramedic. Dr. Springer said "yes." Dr. Cunningham noted that the specialty care endorsement concept is intentionally broad. Mr. Snyder inquired about the added value of an EMS endorsement. Dr. Springer reminded the Committee that paramedics working in specialty care positions would not be mandated to obtain an endorsement but a measure of the qualities the state will endorse in the those specialty care areas. Ms. Nickles asked if EMS agencies would be able to use state grant funding for the specialty care training. Dr. Cunningham responded that she could not speak for the state but that there are federal grant dollars available.

Ms. Bradshaw called for a vote. None opposed. None abstained. Motion passed.

At 11:30 a.m., Ms. Bradshaw said that the EMS Education and Specialty Care subcommittees would meet separately for one hour and reconvene at 12:30 p.m. Ms. Bradshaw reminded members that

subcommittees and workgroups needed to keep minutes and provide status reports to the staff liaisons and the HR&E Committee Chair.

The EMS Education and Specialty Care subcommittees reconvened the joint meeting at 12:30 p.m. Key action and strategy timelines were charted, reviewed and finalized. Ms. Bradshaw stated that she would send the updates to Ms. Mirarchi and the EMS Board.

Future Meetings

The Committee scheduled meetings for April 13 and November 14 at 10 a.m.

Adjournment

MOTION: To adjourn the meeting at 1:12 p.m. Nickles first. Snyder second. Motion passed.

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Education Subcommittee

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EMS Staff

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Ms. Bradshaw called the meeting to order at 11:35 a.m.

Welcome and Introductions

Approval of December 1, 2011 Education Committee Meeting Minutes

The Subcommittee members reviewed the October 6, 2011, meeting minutes. Ms. Nickles asked for a correction in the spelling of her name. Mr. Mankins asked that the Fire Instructor hours be verified before the final minutes are released.

MOTION: To approve the December 1, 2011 minutes as amended. Nickles first. Beil second. None opposed. None abstained. Motion passed.

The Subcommittee discussed future meeting dates. Ms. Vermillion noted that all EMS Board Committees and workgroups are subject to the "Sunshine Law" and may not meet via video, audio or webcasts. Ms. Bradshaw stated that a date needed to be selected for the review of national accreditation rules. At this time, there are two members of the National Accreditation Ad Hoc Committee, Matt Dick and herself. Ms. Bradshaw told Subcommittee members that, if interested, they may attend the National Accreditation Ad Hoc Committee and she would submit their names for Committee membership to the EMS Board for approval in April.

MOTION: To meet on Friday, April 13, 2012. Nickles first. Chimita second. None opposed. None abstained. Motion passed.

It was decided that the National Accreditation Ad Hoc Committee would meet on Friday, April 13, 2012 between 10 a.m. – 11:30 a.m. and the EMS Education Subcommittee would meet on the same date between 11:30 a.m. and 1:00 p.m.

Ms. Bradshaw solicited membership for the Special Needs Population Workgroup. Mr. Beil, Ms. Nickles, Capt. Pitowrak and Mr. Sowerbrower volunteered to serve on the subcommittee. Ms. Mirarchi

suggested that it be named the Functional Needs Subcommittee to be consistent with Dr. Cunningham's information.

EMS 2015 Strategic Plan, Goals and Timelines

The Subcommittee resumed discussion of the strategic plan goals and Dashboard timelines. Ms. Bradshaw said that the Subcommittee needs to be realistic when assigning completion dates. The Subcommittee must also take into consideration the time needed when any key action or strategy is dependent on another committee or agency.

Discussion moved to key action 3.2.1, conduct a formal pre-hospital needs assessment of the numbers, levels, and placements of EMS personnel required for optimal system performance as part of the current focus on recruitment and retention. Ms. Mirarchi stated that she thought there may be a project in progress that could answer these questions. Ms. Mirarchi said the project contact is Ellen Owens. Ms. Vermillion said she would check with Ms. Owens. Ms. Nickles stated that key action 3.2.1 would be very difficult to complete without significant funding. There was discussion on alternative sources to collect the information.

Committee determined the start date for key action 3.2.1 to be January 2013, with completion December 2015. The strategy items were assigned to the HR&E Committee and the Service Expectation and Capacity Subcommittee.

Discussion moved to key action 3.2.2, develop certification total number goals by level for EMS to meet regional and State of Ohio needs based on accepted provider to population ratios. Ms. Nickles stated that this strategy appears to be dependent on the funding of key strategy 3.2.1.

Committee determined the start date for key action 3.2.2 to be January 2013, with completion December 2015. The strategy items were assigned to the HR&E Committee.

Discussion moved to key action 3.2.3, expand and increase the use of resources that help training institutions deliver high-quality, relevant education programs for our certificate holders.

Committee determined the start date for key action 3.2.3 to be July 2013, with completion December 2015. The strategy items were assigned to the HR&E Committee and Division staff.

Subcommittee began discussion on key strategy 3.3 Funding/Resources. Ms. Bradshaw noted that there is currently only one key action 3.3.1, seek grant funding opportunities to support the development of programs to increase diversity through EMS training programs.

Committee determined the start date for key action 3.3.1 as In Progress, with completion January 2015. The strategy item was assigned to the HR&E Committee and Division staff.

Ms. Mirarchi provided Subcommittee members with handouts of the draft EMR, EMT and AEMT refresher curricula. Ms. Mirarchi stated that the IT department was trying to retrieve the draft Paramedic Refresher that she updated and apparently deleted. She apologized to the Subcommittee members for the delay.

At 12:30 p.m., the EMS Education Subcommittee returned to the joint meeting of the EMS Specialty Care Subcommittee and HR&E Committee.