

**EMERGENCY MEDICAL SERVICES
HUMAN RESOURCES AND EDUCATION COMMITTEE MEETING MINUTES
Room 134
Friday, April 13, 2012**

In Attendance

Committee Members

Pam Bradshaw, Chair
Matthew Dick

Education Subcommittee

Dan Beil
Michael Cronin
Tom Duffee
Lisa Nickles
George Snyder
Chuck Sowerbrower

EMS Staff

Judy Celnicker
Linda Mirarchi
Melissa Vermillion

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

Welcome

MOTION: To approve the March 21, 2012 minutes. Mr. Dick first. Ms. Nickles second. None opposed. None abstained. Motion passed.

EMS 2015 Strategic Plan, Goals and Timelines

The Subcommittee resumed discussion of the strategic plan goals and Dashboard timelines. Ms. Bradshaw began with the discussion from the last meeting regarding the grants assessment survey and whether the survey would be addressing special needs. Since it will not, she suggested that we might be able to go to the Census Bureau to get that information.

Mr. Beil then referred back to the March 21, 2012 minutes and stated that Mr. Chumita's name had been misspelled on the first page, second motion.

Ms. Bradshaw then referenced the handout from the NAEMT—their position statement on EMS practitioner safety and wellness—and stated we could have it as one of our goals that could be implemented.

Ms. Mirachi referenced 3.1.4 of the Dashboard—"Position paper created and distributed"—and said the combined committees had pointed to NAEMT's position statement as perhaps meeting that requirement, as opposed to creating a new paper.

Mr. Beil referenced the employers doing different things in NAEMT's statement and asked if we have any sway over employers. Ms. Mirachi answered "No."

Discussion ensued regarding the NAEMT statement re. Legislation and regulations at federal and state level, specify safety practices, etc., etc. Mr. Snyder inquired as to whether that would be something that

would fall under Industrial Commission OAC vs. us, like it does for firefighting cause firefighter wellness is under the Industrial Commission. There are already similar regulations and rules.

Ms. Vermillion stated she thought the statement was supposed to be used as a guide to establish a document—not in replace of—and we would write our own position paper.

Mr. Sowerbower questioned whether we should refocus back on the Dashboard task for today, since this assigned completion date is not until June 2015. Discussion whether to just take care of now. Statement that we refocus back on Dashboard task for today.

Ms. Vermillion stated that the Subcommittee needed to create its own Dashboards for each of the committees, in addition to this.

Ms. Nickles then confirmed that the first step for the group was to look at the Dashboard, make certain the changes they sent in are accurate and then go on.

Ms. Vermillion pointed out that the Subcommittee had added a goal that will have to go back to the Board. Ms. Mirachi and Ms. Vermillion pointed out that with regard to 2.4, it will have to go back to the Specialty Care Committee since the Subcommittee added a strategy. Ms. Mirachi stated the Subcommittee had added some actions and Ms. Vermillion responded that the actions could be changed by the group, but the goals and strategies have to go back to the Board and they may not vote to leave it as a strategy. All committees are tasked with the Legislative things having to be somewhere **[??13.30 on recorder]** by June—the Board set that deadline.

Ms. Nickles referred to the Minutes and the Dashboard saying different things and said she would note that to go back to later.

Ms. Vermillion reminded the group that some of the dates were set further out because of concern the assessment would not cover the goals and would need to be reevaluated after the assessment.

Ms. Bradshaw referenced 3.1 A & B & C as goals having to do with the assessment.

Ms. Nickles asked about the March Minutes since items were out of order and did not correspond in order with the Dashboard.

Ms. Vermillion advised Ms. Bradshaw to do a list of anything not on the strategic plan that the Committee needs to work on so it can be submitted to the Board.

Mr. Sowerbower began a discussion related to whether the new EMS survey covers what they need for 3.1.1—does it have diversity and cultural components in it? [Ms. Vermillion left and brought back copies of the survey.]

While waiting to review the survey, Mr. Sowerbower referenced 3.1.2 A) B) saying it appears that A is done, but questioned what needed to be done for B. Ms. Mirachi explained we are waiting on the date of it to be implemented. There was agreement that A & B were done and significant progress on 3.1.2 (C,D,E) has been made by the National Accreditation Committee. They also agreed that the focus needed to be on 3.1.2B.1, complete the instructional work so the curriculum can be instituted.

[Ms. Vermillion returned to the meeting with copies of the EMS assessment survey which the committee then reviewed.] There was a lengthy discussion concerning the dates related to the survey and 3.1.1. Ms. Vermillion pointed out that if there was anything another committee is dependent upon, those dates have to be considered also. Mr. Snyder stated we should change the starting date to April 2012 and move the completion date up only one year to allow time in case something happens.

Ms. Vermillion stated that A and B were completed –both 3.2.1A and 3.2.1B were both done and Ms. Nickles expressed concern that that was not the case and questioned whether the survey data tells us if we are meeting the needs of the community—what is optimal. Mr. Sowerbower agreed and referred to the necessity of having fractal response times—that is foundational for 3.2.1. It was suggested the Subcommittee pull that information from NEMSIS since they are required to report response time information. The group concluded that while the data from the survey would be helpful, it will not be all that is needed to complete 3.2.1.

MOTION: To table data discussion and move on to 3.1.2 B) B.1—getting an instructional guide for all EMS training levels. Mr. Sowerbower first. Mr. Beil second. None opposed. None abstained. Motion passed.

Ms. Mirachi began the discussion concerning the instructional guide referencing the guide Mr. Sowerbower created for his institution. Mr. Sowerbower stated that he only completed a guide for the Paramedic level, and it cannot be used for all four levels.

Ms. Nickles pointed out that the last Minutes for the HR&E Committee stated that Mr. Sowerbower had created a guide for each of the four levels and would need to be corrected—at the direction of that Committee.

Mr. Duffee volunteered to work on modifying Mr. Sowerbower’s instructional guide for Paramedics for each level, stating he thought it might be easiest to take the Paramedic document and just remove for each level.

Ms. Mirachi asked Mr. Sowerbower to get the document to her and she will get it out. [Ms. Mirachi then left to get a flash drive since Mr. Sowerbower had the document on his laptop.]

Ms. Bradshaw began discussion of 3.1.1 B) & B.1 and whether the completion date of September 2012 was realistic. Since Mr. Sowerbower’s guide for the Paramedic level is 500 pages, the committee would have to review it to determine if the date is still realistic. Concern was expressed that the new guides, “cheat sheets,” be of good quality for use by any instructor and we might need to extend the completion date to ensure that.

Mr. Snyder proposed moving the completion date to December, and the Subcommittee agreed. Mr. Sowerbower suggested working on the Basics guide, first since that would help the greatest number first.

Mr. Snyder stated we had now established our two goal dates, and we have completed one of them.

Ms. Nickles asked where in the Goals and Strategies it talks about the Instructor Training Course. The Education Committee, prior to being sunsetted, had been looking at the current curriculum for the

Instructor Training Course and its inadequacies. It was noted that if the Committee had other things to add, they need edto add it to other items not on the Dashboard.

Ms. Nickles said the sunsetted Committee determined they should review the curriculum. Mr. Biel said he recalled there had been an issue with Fire Instructor and EMS Instructor and making certain they meshed properly. After some discussion, Ms. Nickles and Mr. Snyder concluded that the Committee needed to “review and revise if necessary the EMS Instructor curriculum.” Ms. Vermillion mentioned changes coming to the Fire Instructor curriculum.

Ms. Nickles stated the Subcommittee needed to go back and review old Minutes of the sunsetted committee for its last few months to make certain nothing still needs to be addressed and is not forgotten.

Ms. Nickles stated there had also been a discussion about what would be done during the transition period for people coming in from out of state seeking reciprocity. It was agreed that had been managed—on February 6 when the new rules came out.

Mr. Snyder asked about the updating on the Matrix. Ms. Mirachi stated Dr. Cunningham had given it back to her and Ms. Vermillion added that it still had to go to the Board. Ms. Mirachi said she would be certain to let Dr. Cunningham know in order to bring it to the next Board meeting.

Per Ms. Nickles’ request, Ms. Bradshaw agreed to review the Minutes for the last four months to ensure nothing would be forgotten. Ms. Bradshaw stated that the Subcommittee had accepted the mentorship “thing” as a guideline, and the group realized they had not made anyone aware of it. The group then realized it needed to go first to the Board for approval. Ms. Mirachi stated she would look to see, but she did not think it had been presented to the Board in December. Ms. Vermillion reminded the group that it needed to review the pass rates at the beginning of the year—every two years.

Ms. Vermillion also stated that only changes to the Dashboard need to go to the Board.

Ms. Bradshaw next referenced another issue for the Subcommittee to address—Mr. Brown’s (from the NREMT) request for a meeting to present information to the State EMS Board regarding the National Registry’s revisions of policies and requirements focused on national EMS certification. Executive Director Leaming believes the best place for this issue to come back to is the EMS Board HR&E Committee. The question of whether Mr. Brown should just present to the HR&E Committee—four members—or include the Education Subcommittee was discussed. Ms. Bradshaw believes that Mr. Leaming intended for the issue to first go to the HR&E Committee to determine if it then needed to go before the entire Board—as had been done with regard to special needs. The Subcommittee thought it would be useful for whole group to be there, and Ms. Bradshaw pointed out that might facilitate our obtaining data for our needs from the Registry in the future.

Ms. Bradshaw then stated she would talk to Craig [?] and Dr. Patella to see if we could set up for the May 15 meeting.

Adjournment

MOTION: To adjourn the meeting at 12:50 p.m. Beil first. Snyder second. None opposed. Motion passed.