

**Rappahannock EMS Council
Guidelines & Training Committee
AGENDA**

**July 14, 2008
REMS Council Training Center Classroom A**

Call to Order

Roll Call and Recognition of Guests:

Excused:

Approval of Minutes:

Staff Report:

- 1) Both Intermediate classes are done and tested out June 28th..
- 2) PEPP was cancelled due to low enrollment
- 3) EMT-B Evaluator class July 16th at REMS and August 9th at Fauquier Training Center. Both of these are initial classes. The Evaluator update is on July 23rd at REMS.
- 4) ALS Preceptor class held on June 30th at REMS. More classes forthcoming.
- 5) Currently working on Paramedic Accreditation and a Satellite Site Accreditation. Hope to start I-P Bridge this winter.
- 6) BOD approved Critical Care course, working on finalizing contract with the Cleveland Clinic. Plan to have 1st Critical Care course starting some time in January.
- 7) Intermediate class will be held in mid September.
- 8) REMS Council EMT-B course will start up in mid October.
- 9) EMT Instructor Practical July 12th at Caroline High School.
- 10) State Medical Direction Committee has approved to take intubation out of the State EMT-Enhanced Curriculum.
- 11) Kevin Dillard has been elected to serves as Council President for two more years. All committees will be reappointed for another 2 years. Let our office know if you are interested in serving.
- 12) ALS Training Funds Program Brief Overview.

ALS Release Extension: NONE

ALS Instructor/Coordinator Requests:

- 1) Linda Harris EMT-I with Spotsylvania Volunteer Rescue Squad. Currently is the Regional Systems Coordinator with the REMS Council. She is also an EMT-B Instructor and assist with various classes throughout Spotsylvania County. She is currently seeking recertification.
- 2) Josh Waddell EMT-P in Sperryville. Due to the lack of Instructors and Coordinators in this region they are looking for more instructors.

Exemption Requests: NONE

Sub-Committee Reports:

- 1) ALS Release Subcommittee
- 2) Protocol Sub-Committee

Unfinished Business:

New Business:

ALS/EMT-Basic Program Audits:

- 5/08-9/08 Heather Calhoun EMT-B Frog Level Fire Dept
- 6/08-9/08 Steve Lynd EMT-E Bowling Green Fire Dept
- 6/08-8/08 Michelle Batts EMT-B Warrenton Vol Fire/Rescue
- 8/08-12/08 VT Podbielski-Fredericksburg VRS EMT-B
- 9/08-01/09 Pamela Bertone Culpeper EMT-B
- 8/08-12/08 John Brandrup Chancellor EMT-B
- 08/08-02/09 Stacy Southard Orange EMT-B
- 06/08-08/08 Brian Winselett Marshall Center EMT-B
- 09/08-04/09 Mary Gardner Colonial Forge EMT-B

****Audit forms must be submitted to OEMS on a quarterly basis. Please forward forms to Ryan ASAP.** We must monitor 50% of REMS sponsored courses during FY2008.**

REMS BOD Action Item:

For the Good of the Order:

Adjournment: The next meeting is scheduled for September 8, 2008 at 1900 hours, here at the REMS Training & Simulation Center.

**Rappahannock EMS Council
Guidelines & Training Committee
Minutes**

July 14th, 2008

REMS Council Training Center Classroom A

Call to Order: The meeting was called to order by Kelly Southard at 1900 hours.

Roll Call and Recognition of Guests: Mike Brewster, John Brandrup, Heather Calhoun (staff), Mark Garnett, Ryan Fines, Lori Knowles, Keith Moore, Kelly Southard, and Ray Tricarico.

Excused: Pat Fitzgerald, Doug Found, Dr. David Garth, Greg Leitz, Dave Morris, Robert Usher, Charlie Williams, and Dottie Williams.

Approval of Minutes: Motion to approve the minutes from the regular meeting on May 12th, 2008 and the special call meeting on June 9th, 2008 was made by Doc. 2nd by Ray, motion carried.

Staff Report:

1. Both Intermediate classes completed their practicals for the class on June 28th. Some re-tested on July 10th. Currently working on remediation with some.
2. The PEPP class was cancelled due to only having 3 people enrolled. The one before it had to be postponed once due to low enrollment. We have taken this class out of the proposed schedule since there has not been a need in the area for it.
3. There's an EMT evaluator class scheduled for July 16th at REMS and August 6th at Fauquier Training Center. There will also be a up-date for current evaluators on July 23rd at REMS. Ryan is working on one additional date for another up-date.
4. A morning ALS Preceptor class was held on July 30th with 4 students and an evening one the same day with 3 students. The list of future classes include: July 22nd and 31st in Spotsylvania, July 22nd in Fauquier, July 24th and 28th at REMS. Looking into doing one on August 9th in Stafford.
5. Heather is working on a self study for the satellite site in Stafford and on a self study for Paramedic accreditation. Plan to have the Paramedic one done in time to do an I-P in January.
6. BOD approved the CICP license through the Cleveland Clinic. The contacts have been signed and the \$3,500 site license fee has been paid. Plan to start the on-line portion in October and the classroom portion in January.
7. Plan to start a Tuesday/Thursday evening Intermediate class this September. Considering having the start time at 1830 instead of 1900 to allow for more time, especially for practicals.
8. Plan to start an EMT-Basic at REMS this October. Will be Monday/Wednesday evenings.
9. We sponsored an EMT-Instructor Practical in Caroline this past Saturday, July 12th for OEMS.
10. The State Medical Direction Committee has approved to remove intubations from the Enhanced curriculum. They have replaced it with combi-tube or King airways and

will no longer test Enhanced providers on Adult Intubations for their state exam. Protocol Committee is working on what to do with this in our protocols.

11. Kevin Dillard was elected to serve as the Council President for another two year term. He will be working on reappointing committees. Everyone present at the meeting would like to remain on this committee.
12. The state OEMS launched a new EMS Training Funds program July 1st. This program now allows EMT- Basic courses and Category 1 CE classes to receive training funds the way ALS courses have been. You can now channel the funds directly to your non-profit EMS agency, where in the past instructors had to receive the funds themselves and got a 1099 from the state. This will help everyone with their budgets and the Council is using this for our next EMT class.

ALS Release Extension:

1. Valerie Myers is requesting a 6 month extension. She started precepting 09/22/07, and her expiration was 03/22/08. She stated she faxed over an extension request on 04/24/08, but the office did not receive it. At that time she needed to complete ACLS, PALS, and was short on one trauma call. She sent in extension request on 07/11/08 after she was told we never received the initial request. She has completed PEPP and got her last trauma call, she just needs to complete ACLS. Lori motioned to grant a 6 month extension from today so she can get her ACLS. John 2nd, motion carried.

ALS Instructor/Coordinator Requests:

1. Linda Harris is seeking re-certification. She volunteers with Spotsylvania VRS and works as the Systems Coordinator for REMS. She assists with various EMS classes. Motion by Ray to re-endorse her. Mark 2nd, motion carried.
2. Josh Waddell is seeking initial certification. He volunteers with Sperryville Rescue and they have a big need for coordinators for training. He did not submit a resume or CV with his request. Lori motioned for a tentative approval based on Mr. Fines getting appropriate documents and that he meets all of the minimum requirements. Ray 2nd, motion carried.
3. James B. Carter is seeking initial certification. He volunteers in Sperryville and works for Prince William. He also serves as the President for the Association in Rappahannock County. That area desperately needs coordinators. Motion by Mike to endorse him. Doc 2nd, motion carried.

Exemption Requests:

1. Mike Wade has requested an exemption for the 2 years as a released REMS medic to take the preceptor course. He works for Caroline County and was released under reciprocity on 09/26/07 from ODEMSA. He has a total of 28 years experience. He was a Field Training Officer for Henrico County. He also is an EMT-Instructor, ACLS Coordinator, CPR Instructor, and PHTLS Instructor. Motion by Ray to grant him an exemption due to extensive background. Mike 2nd, motion carried.
2. Heather Schuh has requested an exemption for the 2 years as a released REMS medic to take the preceptor course. She was released 9 months ago in REMS as reciprocity from ODEMSA. She came from RAA and Goochland, but was released less than one year when she came here. She is requesting an exemption based on the fact that the protocols have changed and she has been practicing under the new protocols just as

long as other providers in the region. Motion by Ray to deny her exemption request. Doc 2nd, motion carried.

Sub-Committee Reports:

- 1) ALS Release Subcommittee
 - Preceptor classes are going on.
 - Committee will re-gather in 6 months to discuss making a TTT program.
 - Heather is correcting some errors in the power point presentation
 - Some of the current TTTs will be conducting small classes at their stations to prevent overtime pay. They have offered going out to other agencies and doing classes.
 - A list of several classes has been distributed. Everyone must pre-register through REMS.

- 2) Protocol Sub-Committee
 - Has a meeting scheduled for August 1st to discuss new protocols.
 - About 60 pages have been corrected. Ryan will contact MinuteMan Press and give them the changes. They will be labeled something like Revision/Update 1 and the date to help agencies when they order the revisions. Ryan will inform agencies of the revisions when they are available from MinuteMan. Looking at doing an Index of the revisions to send out.

Unfinished Business: None.

New Business:

Ryan will check to see if REMS can receive the pass/fail statistics from OEMS for courses held within our region. This way the committee can target possible problem instructors and monitor them more closely.

ALS/EMT-Basic Program Audits:

Committee would like to have the schedules available in order to choose which classes they are available to monitor. Ryan will contact all instructors and obtain the schedules.

- 5/08-9/08 Heather Calhoun EMT-B Frog Level Fire Dept
- 6/08-9/08 Steve Lynd EMT-E Bowling Green Fire Dept
- 6/08-8/08 Michelle Batts EMT-B Warrenton Vol Fire/Rescue
- 8/08-12/08 VT Podbielski-Fredericksburg VRS EMT-B
- 9/08-01/09 Pamela Bertone Culpeper EMT-B
- 8/08-12/08 John Brandrup Chancellor EMT-B
- 08/08-02/09 Stacy Southard Orange EMT-B
- 06/08-08/08 Brian Winselett Marshall Center EMT-B (**John Brandrup**)
- 09/08-04/09 Mary Gardner Colonial Forge EMT-B
- 3/08-6/08 Douglas Found EMT-B Spotsylvania Vol Rescue Squad
- 2/08-6/08 Julie Bienlien EMT-B Stafford County Fire/Rescue

****Audit forms must be submitted to OEMS on a quarterly basis. Please forward forms to Ryan ASAP.** We must monitor 50% of REMS sponsored courses during FY2009.**

We only received 1 monitoring form for the REMS sponsored course in FY08. Ryan will complete a monitoring form for the EMT class Heather coordinated Fall 2007 and John taught. This will meet out 50% requirement.

REMS BOD Action Item: None

For the Good of the Order: Lori will be absent from the September meeting.

Adjournment: Motion to adjourn by Ray. 2nd by John, meeting adjourned at 2000 hours.
The next meeting is scheduled for September 8th, 2008 at 1900 hours, here at the REMS Training & Simulation Center, Classroom A.

Rappahannock EMS Council
Guidelines & Training Committee
Minutes

September 8th, 2008
REMS Training & Simulation Center, Classroom A

Call to Order: The meeting was called to order by Kelly Southard at 1900 hours.

Roll Call and Recognition of Guests: Mike Brewster, Heather Calhoun (staff), Mark Garnett, Greg Leitz, Kelly Southard, and Ray Tricarico

Excused: John Brandrup, Lori Knowles, Keith Moore

Absent: Doug Found, Pat Fitzgerald, Dr. David Garth, Wayne Green, Greg Leitz, Dave Morris, Robert Usher, Charlie Williams and Dottie Williams

Approval of Minutes: Motion by Ray to approve the minutes from the July 14th, 2008 meeting. Greg 2nd, motion carried.

Staff Report:

Education Coordinator position is currently vacant. Changes to the job description are being made before we fill that position.

Job Announcement Full Time ALS Instructor- Deadline to apply 09/22/08.

Intermediate class (T/Th/S) starts 09/23/08- currently 18 enrolled with registration still open.

Certified Intensive Care Paramedic starts 01/06/09. Prerequisite to be a practicing Paramedic for 1 year.

ALS Required Topics ongoing- 18 enrolled. Guest speaks arranged, like Dr. Wang with Trauma services to bring more expert knowledge to the program.

CTS next wk, 09/18 @ Culpeper only has 11 registered, need 15 in order to hold the site. If you know anyone who needs to re-test, please have them contact the office this week.

10 ALS Preceptor classes have been held under the new program, total of 52 preceptors on the active list

ALS Release Extension Requests: 1.) Elizabeth Collins initial program expired 08/04/08. She originally contacted Education Coordinator a couple of months ago. She has been battling cancer and would like an extension until the end of the year to complete her Enhanced ALS Release Program. Motion by Mike to extend her through December 31st, 2008. Mark 2nd, motion carried.

ALS Instructor/Coordinator Requests:

1.) Jarrod Batts requesting initial. He currently is an EMT Instructor, CPR Instructor and Fire Instructor. He would like to be able to coordinator courses for Warrenton Training Center. Motion by Greg to endorse him. Ray 2nd, motion carried.

2.) Ann Moore: re-certification (exp 01/09). She attended the update 11/07 and has been coordinating courses for Fort A.P. Hill. Mark motioned to re-endorse her. Mike 2nd, motion carried.

- 3.) Mark Garnett: re-certification (exp 11/08) He attended the update 11/07 and has been coordinating courses for Caroline Fire & Rescue. Ray motioned to re-endorse him. Mike 2nd, motion carried.
- 4.) Christopher Jett: re-certification (exp 08/08) Scheduled to attend update this month. Has not submitted a complete resume yet. Has been teaching for 10 years and teaches courses for Stafford. Decision to table until all pending paperwork is received and he has completed the update. Email poll will be conducted at that time.
- 5.) Lee Hogan: re-certification (exp 02/08) update is not showing up in the system and have not received resume or list of courses she has coordinated. She has been out on leave due to an injury. Decision to table pending receipt of all paperwork and verification that she has attended an update. Email poll will be conducted at that time.

Exemption Requests: None

Sub-Committee Reports: 1.) Protocol- report given by Greg. Committee met in August. Provider inquiries discussed and will be addressed. Recommendation to remove intubation from Enhanced providers since the state has removed it from the curriculum. The following items are Action Items:

1. OG Tube Protocol
2. Impedance Threshold Device Protocol
3. EZ IO protocol for adults
4. EZ IO protocol for pediatrics
5. Use of Zofran by Enhanced Providers as standing orders for adults
6. Chest Decompression by Enhanced Providers as conditional for adults after documented training

Ray motioned to send all 6 items to the Board of Directors as Action Items and to allow the Protocol Sub-Committee to make any necessary changes to complete the protocols. Greg 2nd, motion carried.

Unfinished Business:

1.) Pass/Fail ratios for instructors: OEMS has provided the Council with the pass/fail ratios for all courses coordinated in our region so we can better identify possible problems instructors to monitor. Heather is working on complying the results into an easier to read format.

New Business:

- 1.) Kelly was asked by Council President, Kevin Dillard, to investigate several email complaints he received from 3 Night Intermediate students. The program recently finished with students working towards finishing required competencies and Field Internship. Most of the complaints were centered on the deadlines imposed for the required competencies. After Kelly met with Tina and reviewed the student handbook, it is evident that the students received the initial deadline in the handbook. Several recommendations were made to enhance communications with the program following his review. Some students have already completed all of the requirements and one has gained certification. Heather has spoken with several students, and none have voiced such complaints to her. Students completed regular evaluations during the class that Heather has reviewed and no such complaints were also documented. Concern was expressed over students not following proper procedures and going to Council President before working first through Program Director or Executive Director. The question came up about the policy on how students

should submit complaints. Heather explained that in the student handbook it includes a section on complaints and states they all must be received in writing to the Program Director or Executive Director. Heather explained that the students must sign twice that they received and understand that section and they also get a copy of the student evaluation form in the handbook. Ray motioned that if a complaint is not registered through the appropriate channels then it should not be investigated. Mike 2nd, motion carried. Motion will be presented to the Board of Directors.

2.) 12-lead Regional Transmission project: Discussions brought up about how long will this system last. It is expensive to set up and concerns that in a couple of years the doctors will say it's not needed any more or is not beneficial. Example from providers transporting to Richmond, the provider interprets the EKG then the Cath Lab is activated based on the provider's hear report without a 12 lead being transmitted.

ALS/EMT-Basic Programs Audit:

Enhanced- Steve Lynd- BGVFD- 06/02/09/15
EMT- Heather Calhoun- FLVFD- 05/16-09/20
EMT- Tim Kimble- Fauquier F/R- 07/20-10/31
EMT- Charlie Williams- CBVFD- 08/17-11-16
EMT- VT Podbielski- Fredbg RS- 08/04-12/03
EMT- John Brandrup- Chancellor- 08/19-12/06
EMT- Wanda Gardner- Spotsy VRS- 09/08-01/05
EMT- Julie Bienlien- Stafford F/R- 08/11-01/05
EMT- Craig Johnson- Orange HS- 09/01-01/05
EMT- Pamela Bertone- Culpeper OES- 09/08-01/14
EMT- Tim Kimble- Fauquier F/R- 08/26-01/30
EMT- VT Podbielski- JMHS- 09/10-01/21
EMT- Stacy Southard- Orange RS- 08/19-02/05
Enhanced- Mark Ford- LOW- 08/19-02/24
EMT- Becky Raines- SSHA- 09/08-04/04
EMT- Kat Garnder- CFHS- 09/08-04/06
EMT- Kat Garnder- CFHS- 09/08-04/06
EMT- Becky Raines- SSHA- 09/08-04/09
Intermediate- Heather Calhoun- REMS- 09/23-05/09
EMT- Greg Leitz- Spotsy CTC- 09/08-05/12
EMT- Greg Leitz- Spotsy CTC- 09/08-05/12
Paramedic- Nick Klimenko- Stafford FR-08/18-06/04
Paramedic- Nick Klimenko- Stafford FR-08/18-06/04
Enhanced- Tim Kimble- Fauquier- 09-?

*****Audit forms must be submitted to OEMS on a quarterly basis. Please forward forms to Heather ASAP.*** We must monitor 50% of REMS sponsored courses in order to meet our contract deliverables with OEMS. These forms must be submitted quarterly.**

REMS BOD Action Item:

The 6 bullets from the Protocol Sub-Committee will be presented at the December Board meeting as Action Items.

For the Good of the Order: None.

Adjournment: Due to Symposium being the 2nd week of November, it was decided to move the next meeting to the 3rd Monday of the month. The next meeting is scheduled for **November 17th, 2008** at 1900 hours at the REMS Training & Simulation Center. Motion to adjourn by Ray. Meeting adjourned by Kelly at 2015 hours.

Rappahannock EMS Council
Guidelines & Training Committee
Minutes

November 17th, 2008
REMS Training & Simulation Center, Classroom A

Call to Order: The meeting was called to order by Ray Tricarico at 1900 hours.

Roll Call and Recognition of Guests:, Heather Calhoun (staff), Doug Found, Lori Knowles, Greg Leitz, Keith Moore, Dave Morris, and Ray Tricarico

Absent: John Brandrup, Mike Brewster, Mark Garnett, Pat Fitzgerald, Dr. David Garth and Kelly Southard.

Approval of Minutes: Motion by Ray to approve the minutes from the September 8th, 2008 meeting. Greg 2nd, motion carried.

Staff Report:

Linda Harris was promoted to Education Coordinator. Carolyn Marsh was promoted to Systems Coordinator. The ALS Instructor position was filled with Robert Usher. Currently in the process of hiring a new Field Coordinator. The Night Intermediate is still going well. The Day Intermediate is slated to start 01/08 on Thursdays. The Paramedic Accreditation Self Study was submitted to OEMS, but it may take up to 6 months for them to review it due to their schedules right now and holidays. Lori motioned that the BOD write a letter of hate and discontent about OEMS's response. No second, Lori retracted her motion. Pediatric ITLS scheduled to start 12/06/08. EMT class to start on 01/05 and CICP to start on 01/06. FY09 Proposed Course schedule was handed out.

ALS Release Extension Requests: None.

ALS Instructor/Coordinator Requests:

- 1.) Keith Moore requesting initial. He currently is part-time faculty with REMS Intermediate Program. He would like to be able to coordinate courses for Quantico and Spotsy Rescue. Motion by Dave to endorse him. Greg 2nd, motion carried.
- 2.) Kenneth Pitts requesting initial. He currently is a CPR instructor and was an ALS Coordinator in the past. Motion by Doug to endorse him. Dave 2nd, motion carried.
- 3.) Jenni Hartle requesting re-certification (exp. 01/09). She currently coordinates courses for BGVFD and SCFR. She attended the update. Motion by Doc to re-endorse. Greg 2nd, motion carried.
- 4.) Heather Calhoun seeking recertification (exp. 01/09) She has coordinated courses for REMS Council and FLVFD. She attended the update. Motion by Greg to re-endorse Greg 2nd, motion carried.
- 5.) Doug Found requesting initial. He is currently a EMT instructor and would like to coordinate courses for Spotsy Rescue. Motion by Doc to endorse. Greg 2nd, motion carried.

Exemption Requests: None

Sub-Committee Reports: 1.) Protocol- report given by Lori. Requested by Dr. Garth to review "Stable patient Protocol". Dave motioned that prior to the Protocol Committee being able to write an appropriate protocol that Dr. Garth submit in writing what agreements MWH has with local helicopter

agencies and what trauma patients they will and will not accept. Doc 2nd, motion carried. For example, has an helicopter agency signed on to do anything yet? Invite Dr. Garth and Dr. Roberts to next Protocol Committee meeting.

Revisions: Will look for the disk of changes that Ryan had. Agencies need to be given the changes immediately as well as the printer. Looking at ways to disseminate the information about changes.

Unfinished Business:

1.) 12-lead transmitting project: AHA states that EMS provider interpretations are all that is needed to alert cath labs. Studies have shown that medics are more accurate than the machines at interpreting the rhythms. Look at a 2 tier protocol: BLS- Transmission and ALS- Interpretation. Intermediates will need to take 12-lead class and continued training.

New Business:

1.) Intermediate Field Internship. Concerns about students being required to complete Internship with an approved Preceptor. It is in the REMS Field Internship Handbook that all students received and OEMS states we must have a way to verify who the preceptors are and that they are capable of teaching the students. Heather will forward the student Field Internship Handbook to Lori and Ray since they had providers who were concerned with that policy. Problems keep arising from providers telling students incorrectly and students not getting their program related information from Heather the Program Director.

ALS/EMT-Basic Programs Audit:

EMT- Tim Kimble0 Fauquier F/R- 07/20-10/31
EMT- VT Podbielski- Fredbg RS- 08/04-12/03
EMT- John Brandrup- Chancellor- 08/19-12/06
Enhanced- Tim Kimble0 Fauquier- 09/03-12/20
EMT- Wanda Gardner- Spotsy VRS- 09/08-01/05
EMT- Steve Lynd- Ladysmith VRS- 09/22-01/05
EMT- Julie Bienlien0 Stafford F/R- 08/11-01/05
EMT- Craig Johnson- Orange HS- 09/01-01/05
EMT- Pamela Bertone- Culpeper OEMS- 09/08-01/04
EMT- VT Podbielski- JMHS- 09/10-01/21
EMT- Tim Kimble- Fauquier F/R- 08/26-01/30
EMT- Stacy Southard- Orange RS- 08/19-02/03
Enhanced- Mark Ford- LOW- 08/19-02/24
EMT- Kat Garnder- CFHS- 09/08-04/06- 2 classes
EMT- Linda Harris- REMS- 01/05-04/08
EMT- Becky Raines- SSHS- 09/08-04/09- 2 classes
EMT- Gloria Bolecek- CHS- 09/22-05/08- 2 classes
Intermediate- Heather Calhoun- REMS- 09/23-05/09
EMT- Greg Leitz- Spotsy CTC- 09/08-05/12- 2 classes
EMT- Tim Kimble- Culpeper OEMS- 02/03-06/01
Paramedic- Nick Klimenko- Stafford FR- 08/18-06/04- 2 classes
I-P Bridge- Khary Stringer- CRH- 02/09- 06/17
Intermediate- Heather Calhoun- REMS- 01/08-06/27

*****Audit forms must be submitted to OEMS on a quarterly basis. Please forward forms to Heather ASAP.*** We must monitor 50% of REMS sponsored courses in order to meet our**

contract deliverables with OEMS. These forms must be submitted quarterly.

REMS BOD Action Item:

None

For the Good of the Order: None.

Adjournment: The next meeting is scheduled for **January 12th, 2009** at 1900 hours at the REMS Training & Simulation Center. Motion to adjourn by Doug and 2nd by Doc. Meeting adjourned 2017 hours.

Rappahannock EMS Council
Guidelines & Training Committee
Agenda

January 12th, 2009
REMS Training & Simulation Center, Classroom A

Call to Order: Meeting called to order by Ray at 1900 hours

Roll Call and Recognition of Guests: Heather Calhoun (staff), Mike Brewster, Mark Garnett, Linda Harris (staff), Pat Fitzgerald, Doug Found, Lori Knowles, Greg Leitz, and Ray Tricarico

Absent: John Brandrup, Keith Moore, Dave Morris, Dr. David Garth and Kelly Southard.

Approval of Minutes: Pat motioned to approve the minutes from the November meeting with the amendment to the wording of Lori's motion about the letter to OEMS concerning the Paramedic Accreditation. Doug 2nd, motion carried.

Staff Report:

Night Intermediate class going good with 19 still enrolled. Day Intermediate is full with waiting list. Pediatric ITLS for 12/06/08 was postponed due to lack of enrollment. EMT 01/05-04/08 started with 24 students. CICP 01/06-03/31 started with 8 enrolled. ALS Required Topics scheduled for 4/27/09 – 6/29/09. BLS Required Topics scheduled for 06/06, 06/13, 06/20. Board of Directors decided to go on a hiring freeze due to budget cuts, so we will not be replacing the Regional Field Coordinator at this time. Will reevaluate in July.

Skills Drills: Initial compliance date of 01/01/09. Providers required to complete drills one time during their state certification period. Concern over OMD's not picking same skills. Initial concept was for all agencies to be doing the same skills so providers could complete the drills anywhere in the region. Doug motion next January for QI committee to suggest regional skill drills to the Regional Medial Director. Motion resend by Doug. Lori motion to 1.) resend January 1st, 2009 compliance start date and move to a July 1st, 2009 compliance start date; 2.) GTC to come up with a set of BLS and ALS skill by consensus so the entire region will be doing one set of skills for the year; and 3.) grandfather agencies and providers that have already started theirs drills to use the skills they have picked. Doug 2nd, motion carried.

ALS Release Extension Requests:

- 1.) Susan Lewis has requested an extension of her ALS Release Program due to family and work obligations. Pat is her preceptor and said she has completed very little of the program. Motion by Lori to grant her a 6 month extension. 2nd Mark, motion carried.

ALS Instructor/Coordinator Requests:

1. Steve Lynd- Requesting re-certification, attended an up-date, submitted all appropriate paperwork. Coordinated an Enhanced basic and ALS CE courses. Affiliated with King George and Bowling Green Fire. Motion by Mike to approve. 2nd by Lori, motion carried.
2. Dana Main- Requesting re-certification, attended an up-date, submitted all appropriate paperwork. Coordinated REMS Skills Drills and CE courses for Caroline County. Motion by Lori to approve. 2nd by Mike, motion carried.

3. Craig Johnson- Requesting re-certification, attended up-date, submitted all paperwork. Coordinated ALS CE courses for Orange County. Greg motion to approve. 2nd by Lori, motion carried.
4. Christopher Payne- Requesting re-certification. Not showing up in Lotus as attending an update. Did not submit resume or list of courses. Lori motioned to approve, but hold until all paperwork is in and completed and has met all requirements. 2nd by Pat, motion carried.
5. Michael Lawson- Requesting re-certification, attended an up-date, did not submit resume or list of courses. Lori motioned to approve, but hold until all paperwork is in and completed and has met all requirements. 2nd by Greg, motion carried.

Heather will work on creating an affirmation page to put on the webpage to include a check list of all items the ALS Coordinators need to include when submitting their applications to GTC.

Exemption Requests:

- 1.) Raymond Velasquez has completed 243 hours and is still lacking his 2 multi-systems trauma calls. He is requesting an exemption to be allowed to complete and 8 hours ER rotation to gain his 2 trauma contacts there. Motion by Mike to allow him to complete an 8 hour ER rotation to gain his 2 multi-systems trauma contacts. He must complete this within 90 days. 2nd by Mark, motion carried.
- 2.) Kathryn Rufo has requested an extension for her ALS Release program. She has completed 137 hours, but is lacking the 2 multi-systems trauma contacts. She did request an exemption to go to the ER 3 months ago and was denied because she was early on in her program. Motion by Greg to allow him to complete an 8 hour ER rotation to gain his 2 multi-systems trauma contacts. He must complete this within 90 days. 2nd by Pat, motion carried.
- 3.) Kenneth Crist is requesting an exemption from the 2 years as a released REMS ALS provider in order to become a preceptor. He was a released Paramedic in Pittsburgh for one year before coming to Spotsylvania and has been released in Spotsylvania since April 2007. Motion by Mike to deny his request. 2nd by Pat, motion carried.

Sub-Committee Reports: 1.) Protocol- There is a draft of the Stable Patient Protocol that Dr. Garth has been asked to review.

Unfinished Business:

- 1.) Action Items that were sent to the Board- Staff will have to check with Tina to see what all was approved for sure.
- 2.) Linda will conduct an email poll with the OMD committee
- 3.) Protocol Changes: Most current approved protocols are on the webpage. Need to get updated changes in a bundle to the printers and a letter to all the agencies identifying the changes. Linda will work with the Protocol Committee to identify the changes and to formulate the method in which the notifications will be sent out.

New Business:

1.) ?Move meeting to different day? Kelly is unable to attend the meetings on the current night due to a change in a meeting schedule in Orange County. He would like to see if the committee is interested in changing the meeting night. After discussion, it was decided to change the meetings to the 3rd Mondays of the even months. That would make our next meeting in February and the 3rd Monday is a holiday, so the meeting will be on the 3rd Tuesday in February.

2.) Requirements to become a REMS preceptor. Concerns brought up from a provider about the 2 years of experience. The concerns were around the fact that the experience varies based on how many hours the provider staffs a unit, the number of calls they respond to, the number of patients they treat, and the number of procedures they perform. After discussion it was decided that this will be delayed until the ALS Release Committee can review it, as well as other concerns that have arisen from the recent revisions made to the program.

3.) Ability for Intermediate students to start the Field Internship sooner? Heather explained that it is a state requirement for the students to be completed with the didactic portion of the program prior to beginning the field internship. The main issue with the mentioned students is that they did not start when they could and did not follow the requirements in the Student Field Internship Handbook. Heather is looking at offering a NREMT site at the end of the programs to give the students something to work towards.

4.) Greg questioned if anyone has a BLS release program that could be used for providers that only ride the Engines. Ray has one that he is willing to share.

5.) Concerns were brought up about people acting inappropriately at the Consolidated Test Sites. The question was if an evaluator was acting inappropriately who could ask them to leave. Heather explained that she is the site coordinate and that the patients, evaluators, moulage, table managers are all contractors and that she is in charge of them, therefore she has the ability to send them home for inappropriate behavior. Then the question came up if a testing candidate was acting inappropriately, who could send them home. Andy Daniel was asked to step in and answer the question. He said the state examiner and the CTS site coordinator has the ability to send a candidate home for inappropriate behavior. The examiner is busy and may be handling another situation, therefore they trust the site coordinator to make decisions as well.

ALS/EMT-Basic Programs Audit:

Paramedic- Nick Klimenko- Stafford FR-08/18-06/04
Paramedic- Nick Klimenko- Stafford FR-08/18-06/04
EMT- Stacy Southard- Orange RS- 08/19-02/03
Enhanced- Mark Ford- LOW- 08/19-02/24
EMT- Tim Kimble- Fauquier F/R- 08/26-01/30
EMT- Pamela Bertone- Culpeper OES- 09/08-01/14
EMT- Kat Garnder- CFHS- 09/08-04/06- 2 classes
EMT- Becky Raines- SSSHS- 09/08-04/09- 2 classes
EMT- Greg Leitz- Spotsy CTC- 09/08-05/12- 2 classes
EMT- VT Podbielski- JMHS- 09/10-01/21
EMT- VT Podbielski- JMHS- 09/10-01/21
EMT- Gloria Bolecek- CHS- 09/22-05/08- 2 classes

Mike-Intermediate- Heather Calhoun- REMS- 09/23-05/09

Mark-EMT- Linda Harris- REMS- 01/05-04/08

Greg-Intermediate- Heather Calhoun- REMS- 01/08-06/27

EMT- Steve Lynd- LVRS- 01/12-04/15

EMT- Tim Kimble- Culpeper OEMS- 02/03-06/01

I-P Bridge- Khary Stringer- CRH- 02/09-06/17

EMT- Julie Bienlien- Stafford F&R- 02/09-06/08

*****Audit forms must be submitted to OEMS on a quarterly basis. Please forward forms to Heather ASAP.*** We must monitor 50% of REMS sponsored courses in order to meet our contract deliverables with OEMS.**

REMS BOD Action Item: None

For the Good of the Order: None

Email Polls:

The following items were approved via emails polls since the last meeting.

- 1.) Jennifer Amman requested ALS Coordinator recertification. All of her paperwork was submitted and she has coordinated CE courses in Stafford, all voted yes.
- 2.) Thomas Joyce requested ALS Coordinator re-endorsement in our region. All of his paperwork was submitted and he has coordinated CE programs in Orange, all voted yes.

Adjournment: Doug motioned to adjourn. 2nd by Greg, meeting adjourned at 2055 hours. The next meeting is scheduled for **February 17th, 2009** at 1900 hours at the REMS Training & Simulation Center.

Rappahannock EMS Council
Guidelines & Training Committee
Minutes

February 17th, 2009
REMS Training & Simulation Center, Classroom A

Call to Order: Meeting called to order by Kelly at 1900 hours

Roll Call and Recognition of Guests: Heather Calhoun (staff), Mike Brewster, Linda Harris (staff), Pat Fitzgerald, Doug Found, Lori Knowles, Keith Moore, Dave Morris, and Kelly Southard

Absent: John Brandrup, Mark Garnett, Greg Leitz, Dr. David Garth and Ray Tricarico.

Approval of Minutes: Doug motioned to approve minutes from the January 12th, 2009 meeting. Dave 2nd, motion carried.

Staff Report:

Night Intermediate class still going well with 19 still enrolled. Day Intermediate started with 24. EMT class started 01/05 with 24, and is at 23. CICP class started 01/06 and will end 03/31. It started with 8 and still has all 8 students. ALS Required Topics scheduled for 4/27/09 – 6/29/09 and BLS Required Topics scheduled for 06/06, 06/13, 06/20. Paramedic Accreditation in the final phase. OEMS is reviewing our Self Study then they will conduct a day long site visit to review our records and interview key players in the education of our students.

ALS Release Extension Requests: 1. Ray Richards and his preceptor Stephanie Turner are requesting an extension of his ALS Release program. His program will expire in April and due to staffing issues he is still missing several contacts and competencies. Motion by Doug to grant him 3 months past his expiration. Dave 2nd, motion carried.

ALS Instructor/Coordinator Requests:

1. Nicole Polster is requesting re-certification. She has submitted all required paperwork and attended the required update. She coordinated several ACLS and PALS courses at Fauquier Hospital over the past two years. Motion by Doc to re-endorse. Doug 2nd, motion carried.

2. James Hurlock is requesting recertification. He submitted his letter of intent and did attend the required update. He currently coordinated CE programs for Richardsville Volunteer Fire Department. Motion by Lori to re-endorse him. Pat 2nd, motion carried.

3. Mark Ford is requesting re-certification. He has submitted all required paperwork and attend the required update. He has coordinated CE programs and an Enhanced course at Lake of the Woods. Motion by Lori to re-endorse him. Doug 2nd, motion carried.

Exemption Requests:

- 1.) Liz Collins is requesting permission to obtain her last respiratory contact in the hospital setting verse the field setting. She has received an extension in the past due to medical reasons not allowing her to complete the ALS Release Program on time and has

completed minimal hours in the program. Motion by Mike to deny her exemption request and to grant her and 90 day extension to gain her respiratory assessment in the field. Doc 2nd, motion carried with a 4/2 vote.

- 2.) Amy Wilmerton is requesting an exemption from the 2 years as a released REMS ALS provider in order to become a preceptor. She was released in REMS in May 2007. She started as an ALS Preceptor with Loudoun Fairfax Ambulance Service in December 2001. They used ALS equipment for 911 calls as well as specialized critical care equipment such as ventilators and balloon pumps. Motion by Doc to approved her exemption and allow her to take the preceptor program. Dave 2nd, motion carried.

Sub-Committee Reports:

1.) Protocol- Linda is still working on gathering Ryan's file of updates from August. Need to call a meeting to decide on a way to distribute the revisions to the agencies.

2.) ALS Release- Need to call a meeting to review how the first couple of providers have done with completing the program and the paperwork involved with it.

Unfinished Business:

1.) Skill Drills- The following skills were picked as the regional skills for each level:

BLS: 1. Airway Oxygen and Ventilation – Upper Airway Adjuncts and Suction, 2. Bag-Valve-Mask-Apneic Patient, 3. Cardiac Arrest Management/ AED, 4. Immobilization Kills- Long Bone Injury, 5. Other- KED

EMT-Enhanced: 1. Cardiac Arrest Management/ AED, 2. Dual Lumen Airway Device, 3. Patient Assessment- Medical, 4. Spinal Immobilization- Seated Patient, 5. Other- Medication Administration- set up IV and administer weight based bolus.

EMT- Intermediate/Paramedic: 1. Dual Lumen Airway Device, 2. Pediatric Intraosseous Infusion, 3. Pediatric (<2 years) Ventilatory Management, 4. Spinal Immobilization- Seated Patient, 5. Mega Code Cardiac Arrest Scenario, 6. Other- Medication Administration- set up IV piggy back, calculate drip, flow into piggyback.

Linda will get the skills to the OMDs for approval.

New Business: None

ALS/EMT-Basic Programs Audit:

Paramedic- Nick Klimenko- Stafford FR-08/18-06/04

Paramedic- Nick Klimenko- Stafford FR-08/18-06/04

EMT- Stacy Southard- Orange RS- 08/19-02/03

Enhanced- Mark Ford- LOW- 08/19-02/24

EMT- Tim Kimble- Fauquier F/R- 08/26-01/30

EMT- Pamela Bertone- Culpeper OES- 09/08-01/14

EMT- Kat Garnder- CFHS- 09/08-04/06- 2 classes

EMT- Becky Raines- SSSHS- 09/08-04/09- 2 classes

EMT- Greg Leitz- Spotsy CTC- 09/08-05/12- 2 classes

EMT- VT Podbielski- JMHS- 09/10-01/21

EMT- VT Podbielski- JMHS- 09/10-01/21

EMT- Gloria Bolecek- CHS- 09/22-05/08- 2 classes

Mike- Intermediate- Heather Calhoun- REMS- 09/23-05/09

Mark- EMT- Linda Harris- REMS- 01/05-04/08

Greg- Intermediate- Heather Calhoun- REMS- 01/08-06/27

EMT- Steve Lynd- LVRS- 01/12-04/15

EMT- Tim Kimble- Culpeper OEMS- 02/03-06/01

I-P Bridge- Khary Stringer- CRH- 02/09-06/17

EMT- Julie Bienlien- Stafford F&R- 02/09-06/08

*****Audit forms must be submitted to OEMS on a quarterly basis. Please forward forms to Heather ASAP.*** We must monitor 50% of REMS sponsored courses in order to meet our contract deliverables with OEMS.**

REMS BOD Action Item: None

For the Good of the Order:

MWH PEARS still has openings on February 25th.

AMLS class at VCU in March 16th and 17th still has openings.

MWH Trauma Night “Management and Stabilization of Traumatic Injuries” March 18th

Adjournment: Doug motioned to adjourn. Doc 2nd, meeting adjourned at 2020 hours. The next meeting is scheduled for **April 20th, 2009** at 1900 hours at the REMS Training & Simulation Center.

Rappahannock EMS Council
Guidelines & Training Committee
Minutes

April 20th, 2009
REMS Training & Simulation Center, Classroom A

Call to Order: Meeting called to order by John at 1900 hours

Roll Call and Recognition of Guests: John Brandrup, Heather Calhoun (staff), Mike Brewster, Mark Garnett, Linda Harris (staff), Pat Fitzgerald, Doug Found, Greg Leitz, and Keith Moore

Absent: Dr. David Garth, Lori Knowles, Dave Morris, Kelly Southard and Charlie Williams

Approval of Minutes: Doug motioned to approve minutes from the February 17th, 2009 meeting. Pat 2nd, motion carried.

Staff Report:

Night Intermediate all students passed Final Written working towards Mock Registry. Day class still going well. EMT All 23 students completed the class and are testing state on Thursday the 23rd. CICP All 6 students completed the program. ALS Required Topics- 4/27/09 – 6/29/09. BLS Required Topics- 06/06, 06/13, 06/20. Had VA OEMS site visit for Paramedic Accreditation on March 16th. Overall it went well and they will be making a favorable recommendation to the State Medical Director, who has the final say whether to grant us Accreditation or not. There was a couple of areas in which they stated we would need to improve on. We need to create a competency tracking system to show that the students are competent in skills in the lab setting prior to them entering the clinical setting, examples IVs. A more secure way of handling the clinical rotation forms once signed by the preceptors to ensure the students do not have the opportunity to alter the content on them. Have an actual Advisory Board, which we have used GTC in the past for, but we must have one with the name Advisory Board when seeking National Accreditation. National Accreditation is required by 2013. We also need to ensure more involvement by the Program Medical Director, to include teaching more classes and more active participation in the administrative side of the programs. One suggestion from OEMS was having a co-medical director who is available to teach more of the programs. We should hear the final report from OEMS in a month or two.

ALS Release Extension Requests:

1. Jeremy Tate started in 09/08 and is requesting an extension for his Enhanced ALS Release Program. Due to staffing issues at work he has been unable to have adequate time with his preceptor. According to him he thinks he has all of the required contacts and is working on getting the paperwork organized. Mike motioned to give him 90 day extension. Mark 2nd, motion approved.

2. Katie Jones started in 10/08 and is about 9-10 contacts short. Mike motioned for 90 day extension. Mark 2nd, motion carried.

3. Bradley Hudson started in 10/08 for Enhanced with Brendan Gradner as is preceptor. He needs 14 contacts. Doc motioned for 90 day extension. Pat 2nd, motion carried.

4. Rosanna Libbon started in 10/08 and has been unable to complete due to being in school in Richmond. Her preceptor Harlow Chandler supports the extension. She is moving back

to the are in June and is missing a lot of the contacts at this time. Doug motioned to give her 4 months. Doc 2nd, motion carried.

ALS Instructor/Coordinator Requests: 1. Tim Kimble has requested recertification of his ALS Coordinator. He has attended the OEMS up-date and currently coordinates courses in Fauquier. He submitted all required paperwork. Motion by Greg to re-endorse. Pat 2nd, motion carried.

Exemption Requests: none

Sub-Committee Reports: 1.) Protocol- Heather received word from Lori that she is working on scheduling a meeting. There was concern from the committee that the Protocol Sub-committee has not met since last August and it is brought up every GTC meeting that there needs to be a meeting. Look at having a new Chairman for the Protocol Sub-Committee or a Co-Chairman who has more time and availability to committee to the sub-committed. John advised he will take these concerns to Kelly as the Chairman of GTC.

Linda has located the list of changes that Doc did to the protocols. Books can be printed from MinuteMan, will have to see if they will be able to print the entire new corrected book as we make revisions. Items for Protocol Sub-Committee: Revision dates on bottom of each page and index to list al changes.

2.) ALS Release- Meet on the 14th about consolidating all of the paperwork being received with each ALS Release packet that is being turned into the Council. Some forms will be combined to make it less paperwork in the end. Anyone interested in becoming a Train-the-Trainer needs to submit a letter of intent and resume to the ALS Release Sub-Committee. They will review each one on a case by case basis.

Unfinished Business:

1. Skills Drills- List of skills were approved by the OMD committee with the ability of OMDs to select additional skills for their providers. Post on the website a list of which agencies are doing the “Standard Base” and their schedules so all regional providers can have access to the schedules. Heather will research how long an evaluator is good before agencies need to get the evaluator re-endorsed by the OMD.

New Business:

1. Advisory Board for Accredited Programs. Needs to consist of representative from agencies who our students do the Field Internship, Clinical Rotations, agencies who send providers to our programs, past students, current students. This Board will need to meet at least 2 times a year to discuss programs. Motion by Pat for the Advisory Board to meet in February and August before the GTC at 1830 hours. Doug 2nd, motion carried. Heather will send out more information concerning it and contact representatives to be on the Board.

ALS/EMT-Basic Programs Audit:

EMT- Gloria Bolecek- CHS- 09/22-05/08- 2 classes M-F

Mike- Intermediate- Heather Calhoun- REMS- 09/23-05/09 Tu/S

EMT- Greg Leitz- Spotsy CTC- 09/08-05/12- 2 classes M-F

EMT- EMT- Craig Johnson- OCHS- 01/26-05/22 M-F
EMT- Michael Lawson- Culpeper VRS- 02/23-05/25 M/W/S
EMT- Tim Kimble- Fauquier FR- 02/03-06/01 T/T/S
Paramedic- Nick Klimenko- Stafford FR-08/18-06/04 T/S
Paramedic- Nick Klimenko- Stafford FR-08/18-06/04 M/W/S
EMT- Michelle Batts- Amissville VFR- 02/03-06/04- T/T/S
EMT- John Brandrup- CVRS- 02/17-06/06- T/T/S
EMT- Lori Knowles- Stafford F&R- 02/09-06/08 M/Th/S
I-P Bridge- Khary Stringer- CRH- 02/09-06/17 M/W/S
EMT- VT Podbielski- FVRS- 02/23-06/24 M/W/S
EMT- Doug Found- SVRS- 03/09-06/25 M/Th/S
EMT- Chris Corbin- FVRS- 03/23-06/26 M/W/S
Greg- Intermediate- Heather Calhoun- REMS- 01/08-06/27 T/S
EMT- Mark Crnarich- KGFR- 02/25-07/31 W/S
EMT- James Allen- LVRS- 07/10-10/10 UNK

REMS BOD Action Item: Advisory Board- not Action Item, but just to be brought to their attention.

For the Good of the Order: None

Adjournment: Doug motioned to adjourn. Pat 2nd, meeting adjourned. The next meeting is scheduled for **June 15th, 2009** at 1900 hours at the REMS Training & Simulation Center.

Rappahannock EMS Council
Guidelines & Training Committee
Agenda

June 15th, 2009
REMS Training & Simulation Center, Classroom A

Call to Order: Meeting called to order by John at 1905 hours.

Roll Call and Recognition of Guests: John Brandrup, Heather Calhoun (staff), Mark Garnett, Linda Harris (staff), Lori Knowles, and Keith Moore.

Absent: Mike Brewster, Pat Fitzgerald, Doug Found, Lori Knowles, Greg Leitz, Dave Morris, Dr. David Garth and Kelly Southard.

Approval of Minutes: Keith motioned to approve the minutes from the April meeting. Mark 2nd, motion approved.

Staff Report:

Night Intermediate completing their Field Internship. Day Intermediate just took their Final Written exam. BLS Required Topics as one more Saturday left- 06/20. Paramedic Accreditation- Advisory Board- will have their 1st Meeting on August 17th at 1830 hrs. Heather is completing charter now and will be contacting individuals on be on the Board.

ALS Release Extension Requests: None

ALS Instructor/Coordinator Requests:

1. Brian Weston requesting initial certification. Motion by Keith to approve. Mark 2nd, motion carried.
2. Mike Wade requesting to extend his endorsement. Motion by Keith to approve. Mark 2nd, motion carried.
3. Doug Lowe requesting initial certification. Motion by Keith to approve. John 2nd., motion carried.
4. Holly Duncan requesting initial certification,. Motion by Mark to approve. Lori 2nd, motion carried.

Exemption Requests:

1. Joseph Mays- requesting a waiver on 2 yrs released as REMS provider to become ALS Preceptor. He has been released in ODEMSA since 1985 and is currently serving as a preceptor with Ashland Rescue in Hanover. Motion by Lori to approve. John 2nd, motion carried.
2. Raymond Velasquez- requesting a waiver to have extension for obtaining multi-system traumas in the ER. He initially began his ALS Release Program 06/30/08, with an expiration of 12/30/08. He submitted a request to obtain his multi-system traumas in the ER at the January meeting. It was approved that he could, but had to complete it within 90 days. Linda sent him a letter 02/09. It was past his 90 days when he contacted the Council to schedule his hospital time. He had completed his pre-requisites for clinical rotations. Lori motioned to allow him to complete the ER rotations to get his multi-system trauma. He then must come before the Council

staff to state who his primary preceptor is and that he must ride with his primary preceptor in order to get recommendation to get released. He must also provide copies of his current certifications to the Council. John 2nd, motion approved.

Sub-Committee Reports:

1.) Protocol Report given by Lori. Committee met on June 3rd and reviewed protocols and corrections on the website. Items listed in the minutes from that meeting were discussed. The Action Items from that meeting included CPAP for BLS Providers and Removal of pediatric medication charts from the protocols and replaced with a reference to use weight based tape for medication dosages. Keith motioned to approve CPAP as on-line for EMTs and Enhanced providers. Lori 2nd, motion approved. Recommendation will go to the Medical Direction Committee for approval. OG Protocol was approved at the September 2008 meeting as an Action Item for the Board of Directors. ITD, EZ-IO for Adults and Pediatrics protocols were approved by the Board at the December 2008 meeting. The OG Protocol was not submitted to the Board because a copy was never received from Robert Usher who was completing it. Lori will work on the protocol.

2.) ALS Release given by Keith. End of Shift form has been consolidated to a front/back copy only. Intubation requirements was removed for Enhanced providers. Discussion about removing the 6 month requirement from the ALS Release Program. Decision to send have the ALS Release Committee re-visit that subject. Lori motioned to recommend to remove the timeframe from the ALS Release Program. John 2nd, motion carried with Keith opposing.

Unfinished Business:

1. Skills Drills- Letters were sent to the OMDs and approved. The agencies have been mailed copies of the forms signed by their OMD. The letters sent out did not have all of the skills included that the Medical Direction Committee approved. Linda will correct the error and send out new letters to the agencies with the complete list of skills required for each level.

New Business: Mark asked what everyone was doing to prepare for the H1N1 flu and if other agencies were being prophylactic with fit testing their providers for N95s.

ALS/EMT-Basic Programs Audit:

I-P Bridge- Khary Stringer- CRH- 02/09-06/17 M/W/S

EMT- Doug Found- SVRS- 03/09-06/25 M/Th/S

EMT- Chris Corbin- FVRS- 03/23-06/26 M/W/S

Greg- Intermediate- Heather Calhoun- REMS- 01/08-06/27 T/S

John- EMT- Mark Crnarich- KGFR- 02/25-07/31 W/S

Mark- EMT- James Allen- LVRS- 07/10-10/10 UNK

EMT- Becky Raines- SHS- 09/09-04/10 (x2) M-F

EMT- Cat Gardner- CFHS- 09/14-04/09 (x2) M-F

REMS BOD Action Item:

1. CPAP as on-line orders for EMT-Basics and Enhanced providers.
2. Remove Pediatric Medication Reference charts and replaced with sentence to have providers refer to weight based tape or wheel.
3. OG Protocol

All 3 items will be forward to the Medical Direction Committee for approval. Once the Medical Direction Committee approved them they will be placed on the Board's Agenda.

For the Good of the Order: ITLS Instructor Course Harrisonburg July 25th.

Adjournment: The next meeting is scheduled for **August 17th, 2009** at 1900 hours at the REMS Training & Simulation Center. Lori requested to have the meeting date changed to either 08/10 or 08/24. Heather advised that the Advisory Board is meeting on 08/17 and was set up to coincide with the GTC meeting since many members will be on both. The Advisory Board has members who are not on the GTC and they have already been informed of the meeting date. Heather does not want to change the date of the Advisory Board. The members present felt that there were not enough present to fairly decide on another meeting date. Lori requested that the members of GTC be polled, as well as the Advisory Board to change the meeting date.

Doc motioned to adjourn. Lori 2nd, meeting adjourned at 2140 hours.