

Rappahannock EMS Council  
Guidelines & Training Committee  
Agenda

August 24<sup>th</sup>, 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:** Mike Brewster, Heather Calhoun (staff), Pat Fitzgerald, Doug Found, Mark Garnett, Linda Harris (staff), Lori Knowles, Keith Moore and Kelly Southard.

**Excused:** John Brandrup, Greg Leitz, Dave Morris, Dr. David Garth, Wayne Green, and Charlie Williams.

**Approval of Minutes:** Doug motion to accept with changes. Pat 2<sup>nd</sup>, motion carried.

**Staff Report:**

Intermediate FA09 started last week with 24 students

Intermediate-Paramedic Bridge has been postponed to September 10<sup>th</sup> due to low enrollment.

Suggestion of doing a poll on website of which day/night is best.

Advisory Board- currently working with Council President to appoint members and will hold first meeting in September.

EMT course to start September 14<sup>th</sup>- low enrollment right now

**ALS Release Extension Requests:**

1. Warren Darrell- Had a hip replacement and is requesting 3 months after his expiration in November. Mike motion to give him until February 2010. Keith 2<sup>nd</sup>, motion carried.
2. Rosanna Libbon- Has already receive a 120 day extension. Doug motioned to give her 3 months after November, which will make her new expiration of February 2010.
3. Cheryl Boswell- She is no longer affiliated with an agency and will have to re-start the program once she is affiliated with another agency.

**ALS Instructor/Coordinator Requests:**

1. Bobby Lane- BSN, works at Quantico Naval Clinic. Seeking initial endorsement. Doug motion to endorse. Pat 2<sup>nd</sup>, motion carried.
2. Chris Corbin- Seeking re-endorsement. Has coordinated Enhanced course in Caroline. Keith motion to re-endorse. Doug 2<sup>nd</sup>, motion carried.

**Exemption Requests:** none

**Sub-Committee Reports:**

- 1.) Protocol- BOD Action Items- went to OMD committee the with go to BOD in September. STEMI- will check with Dave Morris and Dr. Garth. EZ-IO- Lidocaine is recommended by manufacturers for pain management. Lori will email the committee members. Removing intubation from enhanced providers- Lori remembered the discussion. It is still in the protocol,

will research further to see if it was approved and what needs to be done to remove it from the protocols.

2.) ALS Release- Has not had a meeting yet to discuss the 6 month timeframe. No report.

### **Unfinished Business:**

1.) Skills Drills- Going good so far. Need to update the NREMT forms on the website to the most current ones. Each agency needs to please notify REMS when they are doing Skills Drills so they can be posted to the website for others to sign up. Volunteers are concerned about advertising because of possible low instructor turn out. Will research if BLS can get checked off for Skills Drills in an EMT class.

### **New Business:**

1. Preceptor Requirements- Discussion about the 2 year requirement to become a preceptor. Some felt the agency should have to make a more detailed recommendation and have more ownership on the agency and their OMD. Have the 2 year as a guideline. No recommendation made.
2. Pre-Test Guidelines- There are 2 current tests the REMS Council requires. The ALS Pre-Test is a regional policy for all EMT-Basic to pass prior to taking an ALS level course. The Intermediate Knowledge Exam (IKE) is a Program level policy specific to the REMS Intermediate-Paramedic Bridge program. Discussions concerning the IKE pursued. Heather explained this is a program specific policy and the decision is made by the Program Medical Directors and the Program Director and suggestions are welcomed. Heather explained that the IKE was based off of the exact same concept as the ALS Pre-test which the GTC voted on to accept as a regional standard. Heather explained the IKE is 90 Intermediate level questions and 10 med math questions with an 80% as a passing score. The providers get 3 attempts to pass, where as only 2 attempts with the ALS Pre-Test. Suggestions brought up: 1. do an test prep course (like an SAT prep) course and charge the students, 2. have students who are borderline passing interviewed by Program Director and Course Medical Directors to seek admission into the program.
3. Field Internship- Discussion perused concerning the REMS program policy to use only REMS approved preceptors. Heather explained this is a program specific policy and the decision is made by the Program Medical Directors and the Program Director and suggestions are welcomed. Heather explained that during our Paramedic Accreditation Site Visit we were advised to have an accountability method of selecting preceptors. We use REMS approved preceptors because we know which requirements they have met. Anyone else wishing to be approved must meet the same requirements and meet with the Program Directors. If they refuse to do so then they will not be approved. Discussion about Orange county being within REMS, even through they do not participate with our REMS program. Kelly would like for them to be automatically listed as REMS Approved Preceptors in order to preceptor Orange students who are enrolled in our programs. Heather will take the discussion to the Course Medical Directors.

4. Waiver and Exemptions- Comply a notebook of all policies to have at each meeting for a quick reference. 2 year requirement for preceptors, waivers and extensions to go to agencies for approval. Keith motioned to any individual agency- motion resended. No final recommendation made.

#### **ALS/EMT-Basic Programs Audit:**

EMT- Charles Williams- KGFR- 07/31-08/28- T/F  
EMT- Mike Lawson- Culpeper VRS- 06/29-09/02  
EMT- James Allen- LVRS- 07/10-10/10 UNK  
**EMT- Linda Harris- REMS- 09/14-12/23- M/W/S**  
Enhanced- Charles Williams- Colonial Beach VFD- 08/31-11/08- SU  
Kelly- EMT- Greg Leitz- LOWFR- 08/24-12/03- M/TH  
EMT- John Brandrup- Chancellor F&R- 08/24-12/05- M/W/S  
Kelly- EMT- Craig Johnson- Orange HS- 08/24-01/08- M-F  
EMT- Lori Knowles- Stafford F&R- 09/02-01/16- M/W/S  
EMT- Tim Kimble- Fauquier F&R- 08/20-01/22 M/T/W/TH/F  
EMT- Tim Kimble- Liberty HS- 08/24-01/22- M-F  
EMT- VT Podbielski- JMHS- 09/21-01/27- M-F  
EMT- Tim Kimble- Fauquier F&R- 07/01-01/30- M/T/W/S  
EMT- Travis Womble- Caroline F&R- 09/10-01/19- T/TH  
EMT- Chris Corbin- Fredbg VRS- 10/12-02/04- M/W/S  
EMT- Becky Raines- SHS- 09/09-04/10 (x2) M-F  
EMT- Cat Gardner- CFHS- 09/14-04/09 (x2) M-F  
EMT- Gloria Bolecek- CHS- 09/09-05/02 M-F  
EMT- John Brandrup- Chancellor F&R- 01/11-05/08- M/W/S  
EMT- Steve Lynd- LVFD- 01/04-05/10  
EMT- Jeff Bailey- Spotsy Vo Tech- 09/08-05/15- M-F (x2)  
**Intermediate- Heather Calhoun- REMS- 08/18-05/15- T/TH**  
**I-P Bridge- Heather Calhoun- REMS- 09/10-06/03- TH**  
EMT- Tim Kimble- Fauquier F&R- 09/15-09/22/10- T/TH/S

**REMS BOD Action Item:** Protocol changes as pending from last month.

**For the Good of the Order:** Lori asked for everyone to send her any idea for classes, speakers, or if you want to teach t next year's Symposium asap. It is due by October 5<sup>th</sup>, then they have their first meeting for next year's Symposium in December and every instructor is confirmed by February.

**Adjournment:** Meeting adjourned at 2055 hours. The next meeting is scheduled for **December 21<sup>st</sup>, 2009** at 1900 hours at the REMS Training & Simulation Center.

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

**October 19<sup>th</sup>, 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:** John Brandrup, Mike Brewster, Heather Calhoun (staff), Pat Fitzgerald, Doug Found, and Kelly Southard.

**Excused:** Greg Leitz, Dave Morris, Dr. David Garth, Mark Garnett, Wayne Green, Linda Harris (staff), Lori Knowles, Keith Moore and Charlie Williams.

**Approval of Minutes:** Motion by John to approve the minutes from the August meeting. Pat 2<sup>nd</sup>, motion carried.

**Staff Report:**

Intermediate FA09 still going strong with 24 students. Intermediate-Paramedic Bridge going strong with 12 students. CE opportunities available in both. EMT started October 10<sup>th</sup> with 18 students enrolled and is going good. OEMS has begun EMS Vendor Complaint forms. They are being used for coordinators/instructors who contract for EMSTF and violate any regulation or TPAM policy. Examples can be submitting CE cards greater than 15 days after the course.

CTS Registration Policies: REMS has the policy that registration forms, payment and eligibility letters are due 10 days prior to the test site in order for students to be registered. This has not been enforced strongly and starting in December it will be strictly enforced. Instructors routinely register several students who are not eligible, then others who are eligible get turned away. The students do not pay on time, and get dropped for lack of payment before the night of the test. REMS has to book evaluators, patients, and assistants based on the numbers registered and it is not cost effective to have too many show up because several students were not eligible. Discussion ensued that this would affect the courses that are currently going on because the instructors have already planned for a specific site. Heather reminded the committee that it has been told for over a year that these items were required and instructors needed to plan their courses to end accordingly. This has been brought up in previous GTC and Instructor Roundtable meetings. Doug mentioned that REMS is now asking instructors to lie to OEMS by marking students as passed before the class ends. Heather explained to the committee REMS is not saying to lie to OEMS and explained the CSDR can not be accessed until the last day of the course. Heather told the committee that if instructors mark students passed who have not completed all of the requirements of the program they would be investigated by OEMS for falsification. Heather explained the instructors needed to plan their courses accordingly in order to submit the required paperwork to register students. Candidates will not be registered without registration form, eligibility letter, and payment. Some committee members felt they could change the policy and/or enforcement of it. Heather reminded the committee that they can make a recommendation. John motioned that the enforcement of the letter of eligibility not take effect until after December. Motion amended by Doug to February. Doug 2<sup>nd</sup>, motion carried.

**ALS Release Extension Requests:**

1. John Donohue. Unable to complete by deadline due to a family emergency. Motion by Pat to extend thru December. Doug 2<sup>nd</sup>, motion carried.

**ALS Instructor/Coordinator Requests:**

1. John Martin- Seeking initial certification. Works for FBI at Quantico and Volunteer in Stafford. Came from Georgia, where he was the Program Director of an Accredited Paramedic Program. Doug motion to approve. John 2<sup>nd</sup>, motion carried.

2. Sandra Crouse- Seeking initial endorsement. She is a MD, working on OMD status for a private Training Center located in Stafford. Motion by Doug to approve. Pat 2<sup>nd</sup>, motion carried.

3. Chance Kimble- Seeking re-certification/endorsement. He coordinates/teaches courses with Fauquier and MWH AHA Training Center. Motion by Mike to approve. Jon 2<sup>nd</sup>, motion carried.

**Exemption Requests:** none

**Sub-Committee Reports:** 1.) Protocol- No Report

2.) ALS Release- no Report

**Unfinished Business:**

1. Skills Drills- Agencies are having issues supplies the equipment, space, and instructors needed to complete the required skills drills. Consider arranging a “Big Skill Drills Day” here are REMS. Time for re-evaluation of the program now that it has been underway. Place on agenda for next meeting.

**New Business:**

1. Meeting Night- John motioned to move the meeting night to the 5<sup>th</sup> Monday on the even Months. Doug 2<sup>nd</sup> motion carried.
2. December’s Meeting- John motioned to move the December meeting to Tuesday, December 15<sup>th</sup> due to the holidays. Pat 2<sup>nd</sup>, motion carried.

**ALS/EMT-Basic Programs Audit:**

Enhanced- Charles Williams- Colonial Beach VFD- 08/31-11/08- SU  
Kelly- EMT- Greg Leitz- LOWFR- 08/24-12/03- M/TH  
EMT- John Brandrup- Chancellor F&R- 08/24-12/05- M/W/S  
EMT- Mike Lawson- Culpeper VRS- 09/28-01/04- M/W/S  
Kelly- EMT- Craig Johnson- Orange HS- 08/24-01/08- M-F  
EMT- Lori Knowles- Stafford F&R- 09/02-01/16- M/W/S  
EMT- Tim Kimble- Fauquier F&R- 08/20-01/22 M/T/W/TH/F  
EMT- Tim Kimble- Liberty HS- 08/24-01/22- M-F  
EMT- VT Podbielski- JMHS- 09/21-01/27- M-F  
EMT- Tim Kimble- Fauquier F&R- 07/01-01/30- M/T/W/S

EMT- Travis Womble- Caroline F&R- 09/10-01/19- T/TH  
EMT- Wanda Garnder- Spotsy VRS- 10/05- 02/01- M/TH/S  
EMT- Chris Corbin- Fredbg VRS- 10/12-02/04- M/W/S

**John-EMT- Linda Harris- REMS- 10/10-02/06- M/W/S**

EMT- Becky Raines- SHS- 09/09-04/10 (x2) M-F  
EMT- Cat Gardner- CFHS- 09/14-04/09 (x2) M-F  
EMT- Gloria Bolecek- CHS- 09/09-05/02 M-F  
EMT- John Brandrup- Chancellor F&R- 01/11-05/08- M/W/S  
EMT- Steve Lynd- LVFD- 01/04-05/10  
EMT- Gloria Bolecek- 10/09-05/10- M-F  
EMT- Jeff Bailey- Spotsy Vo Tech- 09/08-05/15- M-F (x2)

**John-Intermediate- Heather Calhoun- REMS- 08/18-05/15- T/TH**

**I-P Bridge- Heather Calhoun- REMS- 09/10-06/03- TH**

EMT- Tim Kimble- Liberty HS- 01/22-06/10- M-F  
EMT- Tim Kimble- Fauquier F&R- 02/01-06/30- T/TH/S  
EMT- Tim Kimble- Fauquier F&R- 09/15-09/20/10- T/TH/S

**REMS BOD Action Item:** None

**For the Good of the Order:** None

**Adjournment:** The next meeting is scheduled for **December 15<sup>th</sup>, 2009** at 1900 hours at the REMS Training & Simulation Center. Meeting adjourned by Kelly at 2045 hours.

Rappahannock EMS Council  
Guidelines & Training Committee  
Minutes  
December 15<sup>th</sup>, 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:** John Brandrup, Heather Calhoun (staff), Pat Fitzgerald, Linda Harris (staff), Lori Knowles, Greg Leitz and Kelly Southard.

**Absent:** Mike Brewster, Doug Found, Dave Morris, Dr. David Garth, Mark Garnett, Wayne Green, Keith Moore and Charlie Williams.

**Approval of Minutes:** Motion by John to approve the minutes from the October meeting. Pat 2<sup>nd</sup>, motion carried.

**Staff Report:**

Intermediate FA09 still going strong with 23 students. Intermediate-Paramedic Bridge going strong with 12 students. EMT still has 17 students enrolled. CE hours available in all 3, must pre-register.

CTS Policies: There will be a memo going out soon addressing the enforcement of the current policies that we discussed at the last meeting. Students will need to have registration form, payment and eligibility letter turning in at the same time in order to be registered. There will be a transition period to until April 2010. Students registering for initial testing only in January and February will have to submit payment and registration form in order to be registered. They will have until the Monday before the test site at 1700 hours, or the Tuesday if the office is closed for a holiday on the Monday, to submit the eligibility letters. Discussion ensued about the possibility of REMS staff then handing out the eligibility letters at the test site to save the instructors from having to print them twice and the students from having to keep up with them. Heather will have to entertain the idea with OEMS examiners and Program Rep. Candidates will no longer be “rolled-over” from one site to another. The test site fee is not refundable and not transferable after the registration deadline date (which is 10 days prior to the site). Efforts will be made to give priority to courses being sponsored by the localities in which the class is being held, but no site is guaranteed to any particular class or instructor. The March 25<sup>th</sup> test site for Floyd T. Binns has been moved to May 27<sup>th</sup> to accommodate the high demand for CTS locations in the May/June timeframe. No electronic devices are permitted by candidates in the testing area. Instructors are not permitted past the registration area and are not permitted to be in the testing area at any time. There will now be 3 different registration forms. 1.) Class form for instructors to use; 2.) Individual form for anyone testing any level first attempt; 3) Individual form for anyone re-testing any level. Most current forms will be located on our website.

**ALS Release Extension Requests:**

1. Bryan Putman is lacking 6 calls to complete the ALS Release Program. Motion by Pat to approve extension until January 31<sup>st</sup>, 2010. John 2<sup>nd</sup>, motion carried.

2. Kathryn Rufo is requesting another extension to complete the 2 multi-systems trauma calls. She is working under the old program, which means she began prior to July 1<sup>st</sup>, 2008. Her 1<sup>st</sup> extension expired in February in which she was granted permission to complete an ER rotation to obtain her trauma contacts there. Since then she has had medical issues which has prevented her from precepting. There is no supporting documenting from any preceptor that states she has even completed any ride time in the year 2009. Discussion ensued that it would be a disservice to her to grant another extension since it has been such a long time that she has been in the program and a long time since she has done anything. Lori motioned for the extension request be denied and she be required to start over with the current program. Pat 2<sup>nd</sup>, motion carried.

#### **ALS Instructor/Coordinator Requests:**

1. Christina Dempsey is requesting initial endorsement. She works for Quantico and is a part-time instructor for REMS. All applicable paperwork submitted. Motion by Greg to accept. Pat 2<sup>nd</sup>, motion carried.

2. Stephen Ryan is requesting initial endorsement. He works for the FBI HAZ-MAT response team at Quantico. All applicable paperwork submitted. Motion to accept by Lori. Greg 2<sup>nd</sup>, motion carried.

**Exemption Requests:** none

#### **Sub-Committee Reports:**

1.) Protocol- Need a CVA protocol. 09/16 revisions were approved by the Board of Directors. Medical Director's Committee decided that Lopressor would no longer be in the protocols and it needs to be removed immediately. Linda will send out notification to the agencies.

2.) ALS Release- Question from provider of if Geriatric IV could count for Adult IV. After discussion John motioned for Adult and Geriatric will count for each other if unable to get minimum number for either in the ALS Release Program. Lori 2<sup>nd</sup>, motion carried.

#### **Unfinished Business:**

1.) Skills Drills- Needs clarification to agencies of what paperwork to turn in. Forms need to be posted to the website. Sub-Committee to be reformed to review the program now that it has been underway for months. John will be Chairman, Greg and Linda will also serve on committee.

2.) Preceptor 2 year requirement- Discussion about the minimum of 2 years as a released provider prior to being eligible to sit for the preceptor class. Greg motioned to allow providers that are within 90 days of the 2 years to take the class with agency approval, but not be allowed to preceptor until their 2 year anniversary. Pat 2<sup>nd</sup>, motion carried.

#### **New Business:**

1.) Look into posting the staff member's job descriptions on the website so providers know which staff member to contact for what they need. Similar to what OEMS has for their DED division.



2.) Discussion about the quorum for the meetings. Per the charter for GTC there is no mandatory quorum.

**ALS/EMT-Basic Programs Audit:**

EMT- Mike Lawson- Culpeper VRS- 09/28-01/04- M/W/S  
**Kelly- EMT- Craig Johnson- Orange HS- 08/24-01/08- M-F**  
EMT- Lori Knowles- Stafford F&R- 09/02-01/16- M/W/S  
EMT- Tim Kimble- Fauquier F&R- 08/20-01/22 M/T/W/TH/F  
EMT- Tim Kimble- Liberty HS- 08/24-01/22- M-F  
EMT- VT Podbielski- JMHS- 09/21-01/27- M-F  
EMT- Travis Womble- Caroline F&R- 09/10-01/19- T/TH  
EMT- Wanda Garnder- Spotsy VRS- 10/05- 02/01- M/TH/S  
EMT- Chris Corbin- Fredbg VRS- 10/12-02/04- M/W/S  
**John-EMT- Linda Harris- REMS- 10/10-02/06- M/W/S**  
EMT- Becky Raines- SHS- 09/09-04/10 (x2) M-F  
EMT- Cat Gardner- CFHS- 09/14-04/09 (x2) M-F  
EMT- Gloria Bolecek- CHS- 09/09-05/02 M-F  
EMT- John Brandrup- Chancellor F&R- 01/11-05/08- M/W/S  
EMT- Steve Lynd- LVFD- 01/04-05/10  
EMT- Gloria Bolecek- 10/09-05/10- M-F  
EMT- Jeff Bailey- Spotsy Vo Tech- 09/08-05/15- M-F (x2)  
**John-Intermediate- Heather Calhoun- REMS- 08/18-05/15- T/TH**  
**I-P Bridge- Heather Calhoun- REMS- 09/10-06/03- TH**  
EMT- Tim Kimble- Fauquier F&R- 02/09-06/07 T/TH/S  
EMT- Tim Kimble- Fauquier F&R- 01/31-06/07- M-F (x2)  
EMT- Tim Kimble- Liberty HS- 01/22-06/10- M-F  
EMT- Tim Kimble- Fauquier F&R- 02/01-06/30- T/TH/S  
EMT- Tim Kimble- Fauquier F&R- 09/15-09/20/10- T/TH/S

**REMS BOD Action Item:** None

**For the Good of the Order:** The Symposium 2010 committee is working to schedule instructors/classes for next year's symposium. There will be a new AHA Cardiology Track.

**Adjournment:** Motion by John to adjourn the meeting. Pat 2<sup>nd</sup>, meeting adjourned at 2025 hours. The next meeting is scheduled for **February 22<sup>nd</sup>, 2010** at 1900 hours at the REMS Training & Simulation Center.

Rappahannock EMS Council  
Guidelines & Training Committee  
Minutes

February 22nd, 2010  
REMS Training & Simulation Center, Classroom B

**Call to Order:** Meeting called to order by Linda Harris at 1900 hours.

**Roll Call and Recognition of Guests:** Linda Harris (staff), Keith Moore and Mike Brewster

**Absent:** John Brandrup, Heather Calhoun (staff), Pat Fitzgerald, Lori Knowles, Greg Leitz, Kelly Southard, Doug Found, Dave Morris, Dr. David Garth, Mark Garnett, Wayne Green, and Charlie Williams.

**Approval of Minutes:** Motion by Keith to approve the minutes from the December meeting. Mike 2<sup>nd</sup>, motion carried.

**Staff Report:**

Intermediate FA09 still going strong with 20 students. Intermediate-Paramedic Bridge going strong with 11 students. EMT in completed with 14 students testing at the CTS last Thursday. ALS and BLS Refresher courses are ongoing. CE hours available in all open classes, must pre-register. We have conducted an ALS Preceptor class this month for 14. There will be an EMT-B evaluator class March 24. Critical Care Paramedic will start in March  
CTS Policies: There will be a memo send out this week to all EMT-B Instructors with information about the CTS FY11 schedule so they can plan their future classes. We will remind them about the registration deadlines and paperwork requirements for their students.

**ALS Release Extension Requests: None**

**ALS Instructor/Coordinator Requests:**

1. Mary Hart is requesting recertification endorsement. She works for Culpeper Office of Emergency Services and teaches in that area. All applicable paperwork submitted. Motion by Keith to accept. Mike 2<sup>nd</sup>, motion carried.
2. Charles Williams is requesting recertification endorsement. He works for the King George Dept. of Fire, Rescue & Emer. Svcs. He teaches in the REMS region. All applicable paperwork submitted. Motion to accept by Keith. Mike 2<sup>nd</sup>, motion carried.
3. Sharon Allen is requesting a recertification endorsement. He is the education coordinator for Mary Washington Hospital/Medicorp and coordinates all the PALS, ACLS and other advanced courses for hospital staff and our EMS providers. All applicable paperwork was submitted. Motion to accept by Keith Moore and, seconded by Mike Brewster, motion carried.
4. Greg Leitz is requesting a recertification endorsement. He is with the training department of Spotsylvania County Dept. of Fire, Rescue & Emergency Services. He also teaches for Lake of

the Woods. All applicable paperwork was submitted. Motion to accept my Keith, 2<sup>nd</sup> by Mike, motion carried.

5. Kerry Huston is requesting an endorsement for initial certification for ALS Coordinator. Kerry is a career provider with Spotsylvania County Dept. of Fire, Rescue and Emergency Svcs. He also volunteers with Falmouth Fire Dept. He assists with instruction at both agencies. He is also a Fire Instructor. Motion to accept by Keith, 2<sup>nd</sup> by Mike, Motion carried

6. Todd Van deBussche is requesting a recertification endorsement. He is a clinical education with Air Methods. Motion to accept by Keith, 2<sup>nd</sup> by Mike, motion carried.

**Exemption Requests:** none

**Sub-Committee Reports:**

1.) Protocol- Per Kelly Southard Lori Knowles states she will no longer be able to chair this committee. Keith Moore indicated he would be interested in chairing this committee since he is already a member.

2.) ALS Release- no report

**Unfinished Business:** none

**New Business:** none

**ALS/EMT-Basic Programs Audit:**

EMT- Mike Lawson- Culpeper VRS- 02/15 – 5/12- M/W/S

EMT- Jenni Meade Hartle- Stafford F&R- 01/27-06/12- M/W/S

EMT – Kim Madison – Spotsy VRS – 2/22 – 5/24 – M-TH-S

EMT- Charles Williams – Commonwealth Criminal Justice -  
2/8 – 2/26 – M-F

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

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

EMT- Gloria Bolecek- CHS- 09/09-05/02 M-F

EMT- John Brandrup- Chancellor F&R- 01/11-05/08- M/W/S

EMT- Steve Lynd- LVFD- 01/04-05/10

EMT- Gloria Bolecek- 10/09-05/10- M-F

EMT- Jeff Bailey- Spotsy Vo Tech- 09/08-05/15- M-F (x2)

**John-Intermediate- Heather Calhoun- REMS- 08/18-05/15- T/TH**

**I-P Bridge- Heather Calhoun- REMS- 09/10-06/03- TH**

EMT- Tim Kimble- Fauquier F&R- 02/09-06/07 T/TH/S

EMT- Tim Kimble- Fauquier F&R- 01/31-06/07- M-F (x2)

EMT- Tim Kimble- Liberty HS- 01/22-06/10- M-F

EMT- Tim Kimble- Fauquier F&R- 02/01-06/30- T/TH/S

EMT- Tim Kimble- Fauquier F&R- 09/15-09/20/10- T/TH/S

First Responder – Amanda Rigsby – UCVFD-4/13-5/11 – T/T/S

**REMS BOD Action Item:** None

**For the Good of the Order:**

**Adjournment:** Motion by Keith to adjourn the meeting. Mike 2<sup>nd</sup>, meeting adjourned at 1945 hours. The next meeting is scheduled for **April 19th, 2010** at 1900 hours at the REMS Training & Simulation Center.

Rappahannock EMS Council  
Guidelines & Training Committee  
Minutes

April 19th, 2010  
REMS Training & Simulation Center, Classroom B

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

**Roll Call and Recognition of Guests:** John Brandrup, Linda Harris (staff), Keith Moore and Jamie Simpson (attending for Wayne Green)

**Excused:** Heather Calhoun (staff), Greg Leitz, Kelly Southard, Wayne Green, Mike Brewster and Charlie Williams.

**Absent:** Pat Fitzgerald, Lori Knowles, Doug Found, Dave Morris, Dr. David Garth, Mark Garnett, and Charlie Williams.

**Approval of Minutes:** Motion by Keith to approve the minutes from the December meeting. Jamie 2<sup>nd</sup>, motion carried.

**Staff Report:**

Intermediate FA09 still going strong with 20 students. Intermediate-Paramedic Bridge going strong with 11 students. We will conduct an ALS Preceptor class in June. There will be an Instructor Roundtable Discussion June 1 at the Culpeper Office of EM and June 2 at REMS

**ALS Release Extension Requests:**

1. David Robey-precepting enhanced in King George as part time employee. Asked for extension due to lack of preceptors at beginning of preceptorship. Is making progress now but still needs a little more time. Motion by Keith for 3 month extension, second by Jamie, motion carried.
2. Steven Self – precepting enhanced in King George. Asking for 3 month extension due to lack on preceptors in KG and low call volume. Motion by Keith, second by Jamie, motion carried

**ALS Instructor/Coordinator Requests:**

1. Lori Knowles is requesting recertification endorsement. She works for Stafford County Fire and Rescue Dept. and teaches in that area. All applicable paperwork submitted. Motion by Keith to accept. Jamie 2<sup>nd</sup>, motion carried.
2. Christine Schoon is requesting recertification endorsement. She volunteers with Aquia Harbor Volunteer Rescue Squad. She teaches in the multiple classed for her agency. All applicable paperwork submitted. Motion to accept by Keith. Jamie 2<sup>nd</sup>, motion carried.

3. Christine Skinner is requesting a recertification endorsement. She is the Executive Director for the REMS Council. And serves as the backup to the Program Director and Training Department and the Regional Training & Simulation Center Programs All applicable paperwork was submitted. Motion to accept by Keith Moore and, seconded by Jamie, motion carried.

4. Nick Klimenko is requesting a recertification endorsement. Motion by Keith Moore to table this request until the next G & T meeting so more committee members would be present, Second by Jamie.

5. Alistair Capewell is requesting initial certification endorsement. He submitted an application and resume but indicated very little teaching experience. Keith Moore motioned to table his request until more information is obtained. Second by Jamie.

**Exemption Requests:** none

**Sub-Committee Reports:**

1.) Protocol- Report given by Keith Moore chair of the sub committee. The committee met on April 14. There is a list of proposed items he would like to see changed. The committee will try to conduct an online survey of providers on the current protocols and changes they would like to see. Keith will also be contacting the OMD's in reference to some changes. He will also try to attend the next Medical Direction Committee meeting.

2.) ALS Release- no report

**Unfinished Business:** none

**New Business:** none

**ALS/EMT-Basic Programs Audit:**

EMT- Mike Lawson- Culpeper VRS- 02/15 – 5/12- M/W/S

EMT- Jenni Meade Hartle- Stafford F&R- 01/27-06/12- M/W/S

EMT – Kim Madison – Spotsy VRS – 2/22 – 5/24 – M-TH-S

EMT- Charles Williams – Commonwealth Criminal Justice -  
2/8 – 2/26 – M-F

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

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

EMT- Gloria Bolecek- CHS- 09/09-05/02 M-F

EMT- John Brandrup- Chancellor F&R- 01/11-05/08- M/W/S

EMT- Steve Lynd- LVFD- 01/04-05/10

EMT- Gloria Bolecek- 10/09-05/10- M-F

EMT- Jeff Bailey- Spotsy Vo Tech- 09/08-05/15- M-F (x2)

**John-Intermediate- Heather Calhoun- REMS- 08/18-05/15- T/TH**

**I-P Bridge- Heather Calhoun- REMS- 09/10-06/03- TH**

EMT- Tim Kimble- Fauquier F&R- 02/09-06/07 T/TH/S

EMT- Tim Kimble- Fauquier F&R- 01/31-06/07- M-F (x2)

EMT- Tim Kimble- Liberty HS- 01/22-06/10- M-F

EMT- Tim Kimble- Fauquier F&R- 02/01-06/30- T/TH/S

EMT- Tim Kimble- Fauquier F&R- 09/15-09/20/10- T/TH/S  
First Responder – Amanda Rigsby – UCVFD-4/13-5/11 – T/T/S

**REMS BOD Action Item:** None

**For the Good of the Order:**

**Adjournment:** Motion by Keith to adjourn the meeting. Jamie 2<sup>nd</sup>, meeting adjourned at 1945 hours. The next meeting is scheduled for **June 28th, 2010** at 1900 hours at the REMS Training & Simulation Center.

Rappahannock EMS Council  
Guidelines & Training Committee  
Minutes

June 28, 2010  
REMS Training & Simulation Center, Classroom B

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

**Roll Call and Recognition of Guests:** John Brandrup, Linda Harris (staff), Keith Moore, Greg Leitz, Doug Found, Mike Brewster, Mark Garnett and Kelly Southard

**Excused:** Pat Fitzgerald

**Absent:** Lori Knowles, Dave Morris, Dr. David Garth, Wayne Green and Charlie Williams.

**Approval of Minutes:** Motion by John to approve the minutes from the April meeting. Keith 2<sup>nd</sup>, motion carried.

**Staff Report:**

**Both the Intermediate and Paramedic classes are moving forward and nearing full completion.**

**Intermediate Fall 2009 Course Update**

17 students have completed the classroom and clinical portion of the program. Students are now working on the final Field Internship requirement. To date, 2 of those students have been marked as successfully completing our program and eligible for National Registry testing. The overall class average is currently 87%.

**Paramedic Fall 2009 Course Update**

10 students have completed the classroom portion of the program. 5 of those have successfully completed the clinical competencies and requirements and have begun working on their Field Internship. The remaining 5 are working with staff to show completion of their clinical competencies. The overall class average is currently 83%.

ALS Preceptor Class will be held Tuesday June 29, 2010

Instructor Roundtable Discussions were held June 1 at the Culpeper Office of EMS and June 2, 2010 at REMS

**ALS Release Extension Requests:**

1. Justin Weaver – precepting Intermediate at Quantico. He started with Spotsylvania Fire & Rescue and since has been hired by Quantico. They are having some trouble finding him a preceptor. He is asking for 3 months extension. Motion by Doug Found, second by Greg Leitz, motion carried
2. Cheryl Boswell – precepting Intermediate at Chancellor. Her lead preceptor has been on an extended leave. Due to staffing issues is having difficulty riding with secondary preceptor. Most times she is part of 2 man crew. She is asking for a 6 months extension. Motion by Keith Moore, second by Mark Garnett, motion carried.



3. Timothy Jaffrey – Precepting Intermediate at Aquia Harbor VRS. He is having difficulty getting patient contact due to low call volume. His lead preceptor sent a recommendation letter. He is asking for a 6 months extension. Motion by Doug Found to accept and to try running with another busier squad, second by John Brandrup, motion carried.

#### **ALS Instructor/Coordinator Requests:**

1. Linda Harris is requesting recertification endorsement. She is the Education Coordinator for REMS Council and coordinates and teaches ALS Recertification courses for the council. All applicable paperwork submitted. Motion by Doug Found to accept. John Brandrup 2<sup>nd</sup>, motion carried.
2. James Lovelady is requesting recertification endorsement. He works for LifeEvac and not only teaches in the REMS Council Region but also ODEMSA and PEMS. All applicable paperwork submitted. Motion to accept by John Brandrup. Keith Moore 2<sup>nd</sup>, motion carried.
3. Wayne Perry is requesting initial certification endorsement. He has been the ALS Instructor for the REMS Council. And he was just appointed Interim Program Director. All applicable paperwork was submitted. Motion to accept by John Brandrup and, seconded by Keith Moore, motion carried.
4. Nick Klimenko is requesting a recertification endorsement. This was tabled from the April meeting. After some discussion the motion was made by John Brandrup to deny the request, Second by Keith Moore. Motion passed with one abstention.

**Exemption Requests:** none

#### **Sub-Committee Reports:**

1.) **Protocol-** Report given by Keith Moore chair of the sub committee. Keith attended the Medical Direction Committee in June and provided the members a wish list of the propose changes/ additions to the protocols. The following were denied at this time: atrovent/combivent; amiodarone use in SVT; central line access; RSI; prehospital iStats; Autopulse; and a dive medical disorder/submersion injury protocol. Not recommended at this time was removal of flumazenil. Some draft proposals that will be worked on and presented to Medical Direction Committe are: Chemical Restraint of a combative patient; WMD/CBRNE protocol; transfer of a patient to a lower level of care; and protocols for wilderness/SAR/tactical teams. Other items that were discussed were; a crush syndrome protocol that the committee would like to see evidence-based research supporting a protocol; a prethrombolytic checklist was determined to be beneficial for effective time management and patient advocacy and should be added to the CVA Protocol as an option and the Medical Direction Committee would like to see research supporting the use of hemostatic agents The idea of introducing a therapeutic Hypothermia protocol was well received & recommended. With ECOs and TDOs it was recommended that agencies and municipalities coordinate with their specific OMD's and local law enforcement agencies for guidance and procedures. The OMD's agreed that the use of MAST/PASG is no longer recommended for hemodynamic use and should be removed from the units with the stipulation that a protocol be put in place for a pelvic stabilization device such as T-Pod.

The committee was asked to look into a patient designation protocol for the region.

2.) **ALS Release-** In an attempt to be more customer friendly the Executive Committee has asked the REMS Council Office to revise the ALS release forms to include the signature of the OMD for final release. Tim Kimble from the Executive Committee worked with Linda Harris to revise this form and they were presented to the G & T members at the meeting.

**Unfinished Business: none**

**New Business:** The new online registration was discussed. This is a work in progress. Debby Loveless has taken several training classes on setting up an online registration process for our Consolidated Test Sites. They are working on some modification to the program for our council. When it is up and running the candidate can register and pay online. This will be a non-refundable registration. The candidate will not need to provide an eligibility to test letter but will still be required to bring it to the test site. Information will go out to the coordinators when this is up and running. It was asked if we could develop a wait list for test sites. This will be looked into.

The subject of e mail polls of the members of the G & T for such things as ALS Coordinator approvals; either initial or recertification; was discussed. The motion was made by Doug Fond and seconded by Keith Moore that there be no more e mail polls unless there are extenuating circumstances with the provider. Motion passed. It was asked that a memo go out to all coordinators listing this information and the dates of the G & T committee meetings.

It was also asked that we look into appointing a person as a back up webmaster

**ALS/EMT-Basic Programs Audit:**

EMT- Mike Lawson- Culpeper VRS- 6/24 – 7/27- M/T/T/F

EMT- Tim Kimble- Fauquier F&R- 02/01-06/30- T/TH/S

EMT- Tim Kimble- Fauquier F&R- 06/14 – 9/15- T/TH/S

EMT – Chris Corbin – Fred. VRS – 8/16 – 11/24 – M-W-S

EMT – Cat Gardner – Colonial Forge HS 9/13 – 4/15 M-F x2

EMT – Becky Raines – Stafford Senior HS – 9/15 – 4/01 M-F x2

**REMS BOD Action Item:** None

**For the Good of the Order:**

**Adjournment:** Motion by John to adjourn the meeting. Keith 2<sup>nd</sup>, meeting adjourned at 2000 hours. The next meeting is scheduled for **August 23th, 2010** at 1900 hours at the REMS Training & Simulation Center.