

Rappahannock EMS Council  
Guidelines & Training Committee Meeting Minutes  
August 22, 2011

**Call to Order:** Meeting was called to order by the Chair, Kelly Southard at 1900.

**Roll Call and Recognition of Guests:** Members present were: Chair, Kelly Southard, Pat Fitzgerald, Mike Brewster, John Brandrup, Victor Podbielski and REMS staff Linda Harris and Wayne Perry

**Approval of Minutes:** Pat Fitzgerald made a motion to approve the minutes from the June 27, 2011 meeting, seconded by Mike Brewster, motion carried.

**Staff Report:**

Training Department Report

FA10 Intermediate and Paramedic Courses

Both classes have completed the course. We currently have eight paramedics and fourteen intermediates completing the last of the course requirements. The Mock Registry was scheduled for August 27, 2011.

Paramedic Site Accreditation

We must 'apply' for or attain accreditation through CoAEMSP by January 1, 2013. Update from Dr. Hatch and the process outline is available here.

CICP

We are scheduling to hold a CICP program beginning in January 2012. This class is will be scheduled on Wednesdays from 8am to 5pm for eight weeks. The schedule and course approvals will follow.

National Registry Test Site

Only three students were eligible to test for the National Registry in August. The test is rescheduled for November 19, 2011. This will be an open test site to include other jurisdictions. We are working on securing a test site location at this time.

FA11 Intermediate and Paramedic Courses

The Intermediate Course is scheduled to start 9/29/11 and complete 5/26/12. The Paramedic Bridge is scheduled to start 9/27/11 and complete 6/19/12. Another Intermediate Course was added to the fall semester. This is a daytime course that will run on Thursdays from 8am to 5pm and some Saturdays. It is scheduled to start on 9/29/2011 and complete 5/26/2012. Enrollment is as follows at this time:

Daytime Intermediate:	7 students
Nighttime Intermediate:	2 students
Paramedic:	4 students

Please make sure your departments are aware of the class. We have also removed Haz Mat ops from the Pre-requisite portion. They will have to have the certification by December 31, 2011.

EMT-B Course

This class completed June 4<sup>th</sup>, 2011. Class went very well and there are 18 students that tested on June 23.

The next course will be held February 2012. The update on our office obtaining our VAOEMS EMT Accreditation is that the process is on hold until the new regulation go into effect. It will be an application process rather than a full self-study since we are already accredited for Paramedic.

EMT Evaluator Course will be held on September 21, 2011 here at REMS

ALS Preceptor Course will be held October 19, 2011 here at REMS

ALS Refresher will be held from November 28, 2011 thru February 15, 2012 on Mondays & Wednesdays.

BLS Power Saturdays will be held January 28, 2012 thru February 11, 2012

**ALS Release Extension Requests:**

1. Matthew Deuell – requesting a 3 month extension due to low call volume. Motion by Pat Fitzgerald to approve, second by Mike Brewster, Motion carried.

**ALS Instructor/Coordinator Requests:**

1. Brian Weston – recertification conducts/teaches CEU courses in Caroline, Stafford and Quantico. Motion by Pat Fitzgerald to approve and seconded by Mike Brewster, motion carried.
2. James Hurlock – requesting recertification but paperwork indicates he expired in April. Linda will check with the state office to see if he is in fact eligible for recertification. If not he is to send a new application to our office. Motion to approve by Pat Fitzgerald, seconded by John Brandrup, motion carried.

Motion was made by John Brandrup that the G & T Committee adheres to the policy of no more e-mail polls for ALS Coordinator recertification's or ALS release extensions. They are to only be brought to the Guidelines & Training Committee Meeting for approval. Seconded by Pat Fitzgerald, motion carried. This information will be put on the list serve and include when the meetings will be held

**Exemption Requests:** none

**Sub-Committee Reports:** 1.) Protocol- Wayne Perry presented the proposed new protocols for review and approval by the G & T Committee. After the committee had their input a motion was made by John Brandrup to send the proposed protocols to the Medical Direction Committee for approval and then to the REMS Board for final approval.. This was seconded by Mike Brewster, motion carried.

2.) ALS Release – This sub-committee has not met for quite a long time. The past chair has declined to chair the sub-committee again. There was a suggestion made for someone to chair this committee. Linda will contact this person concerning the committee.

**Unfinished Business:**

**New Business:**

**ALS/EMT-Basic Programs Audit:** Two committee members volunteered to monitor 3 classes.

EMT – Leigh Doucet – Caroline Fire Admin – 8/2/11 – 12/1/11 T-T-S-**JOHN B.**  
 EMT – Leigh Doucet – Caroline High- 9/19/11 – 4/27/12 MTWTF x2  
 EMT – Tim Kimble – Fauquier F&R 9/13/11 – 1/12/12 T-T-S –**KELLY S.**  
 EMT – Barbara Larson-LOW-9/8/11 – 2/9/12 M-Th-S **KELLY S.**  
 EMT – Kim Madison –Spotsy Training Center-9/7/11 – 2/4/12 MWS  
 EMT – Kim Madison Spotsy Training Center-9/7/11 – 2/11/12 MWS  
 EMT – Becky Raines-Stafford High-9/12/11 – 5/15/12 – MTWTS- x2  
 EMT – Cat Gardner – Colonial Forge – 9/14/11 – 4/27/12- MTWTF – x2  
 EMT – Jenni Hartle – Stafford Hosp – 9/13/11 – 12/22/11-TTS  
 EMT – Greg Leitz – SCTC – 9/12/11 – 5/1/12 - MTWTF  
 Enhanced –Tim Kimble-Fauquier F & R-6/7/11 – 8/30/11-T/T/S  
 Intermediate – Wayne Perry -REMS- 9/29/11 – 5/26/12 TTS  
 I to Paramedic – Wayne Perry-REMS- 9/27/11 – 6/19/12 – Tu&S

**REMS BOD Action Item: N/A**

**For the Good of the Order:**

Meeting was adjourned at 2130

**Adjournment:** The next meeting is scheduled for **October 24, 2011** at 1900 hours at the REMS Training & Simulation Center.

Rappahannock EMS Council  
Guidelines & Training Committee  
Minutes

February 28th, 2011  
REMS Training & Simulation Center, Classroom A

**Call to Order:** Meeting was called to order by Board member Mark Garnett at 1908 hours.

**Roll Call and Recognition of Guests:** Present were Victor Podbielski, Mark Garnett and Wayne Perry, REMS staff

**Excused:** Kelly Southard, Wayne Green and Keith Moore

**Absent:** Doug Found, Greg Leitz, John Brandrup, Pat Fitzgerald, Charlie Williams, David Morris, Lori Knowles, Mike Brewster

**Approval of Minutes:** No Motion to approve since the members present at this meeting were not at the December meeting

**Staff Report:**

Training Department Report

FA09 Intermediate and Paramedic Courses

The Intermediate class – 9 have completed both written and practical testing for NREMT-I; 3 have completed the written testing but not the practical; 2 have attempted written testing but not yet passed. Five students have not yet tested at all but have completed the course requirements to be eligible for NREMT.

The Paramedic class – 4 have completed both written and practical testing for NREMT-P; 2 have completed the written but have not yet completed the practicals; 1 has yet to complete the course requirements to be eligible for NREMT. The balance of 3 are in the process with NREMT but have not yet tested.

FA10 Intermediate and Paramedic Courses

Both classes are underway and are in week 19 of their training. Twenty-three were registered for the Intermediate class and there are 19 current students, 10 were registered for the Paramedic Class, 9 showed up for orientation and 8 are currently in the class. Since the hiring of Holly O'Byrne as the ALS Instructor instruction has improved.

Paramedic Site Accreditation

We must 'apply' for or attain accreditation through CoAEMSP by January 1, 2013. Update from Dr Hatch and the process outline is available here. Update on Germanna Community College MOU.

CICP

There is a survey running on the REMS website soliciting information on the dates and times for a class. The majority so far is for a class in the Spring of 2011.

National Registry Test Site

Would like to host a National Registry test site and eventually make it to the point of scheduling so that it is available to students that graduate from our programs. Would like to schedule a test site by the end of 2011.

Advisory Board

Wayne is looking for additional participation. Victor will check with Fredericksburg HR Dept. for local government representation.

ALS Required Topics and BLS Refresher

Both have been completed.

EMT-B Course

This class started February 23<sup>rd</sup> and runs through June 4<sup>th</sup>, 2011 on Monday and Wednesday nights from 7-10pm and some Saturdays from 8am to 5pm at the REMS Training Center. There are 20 students currently enrolled

Regional Skills Drills

This was held on Sunday, January 16<sup>th</sup>, 2011 at the Shannon Training Center, Spotsylvania, VA. Another will be hosted in June at the REMS Training Center

Approved CTS Schedule for FY2012

The FY2012 schedule was approved by our Program Representative and has been mailed to all instructors in our region.

Instructor Roundtable

Will be held Wednesday, March 23<sup>rd</sup>, 2011 at 7pm in the REMS Training Center and on Tuesday, March 29<sup>th</sup>, 2011 at the Culpeper County Office of Emergency Services meeting room.

**ALS Release Extension Requests:**

1. Kristyn DeCaprio – asking for a 6 month extension due to work schedule and call volume. Motion by Victor Podbielski to pass, second by Mark Garnett. Motion passed.
2. Robbin Brown - asking for a 3 month extension due to low call volume. She has run over 150 hours so far. Motion to approve by Mark Garnett, seconded by Victor Podbielski. Motion passed.
3. Janet Nieto – asking for a 6 month extension. She lost her first preceptor and has a low call volume. Motion to approve by Mark Garnett, seconded by Victor Podbielski. Motion passed.

**ALS Instructor/Coordinator Requests:**

1. Christopher Payne – recertification - motion to endorse by Mark Garnett, second by Victor Podbielski – motion passed.
2. Jennifer Surles – recertification – motion to endorse by Victor Podbielski, second by Mark Garnett – motion passed.
3. Michael Stewart – recertification – motion to endorse by Mark Garnett, second by Victor Podbielski – motion passed.
4. Tom Joyce – recertification - – motion to endorse by Victor Podbielski, second by Mark Garnett – motion passed.
5. Ryan Fines – Initial - motion to endorse by Mark Garnett, second by Victor Podbielski – motion passed.
6. Leigh Doucet – Initial - motion to endorse by Victor Podbielski, second by Mark Garnett – motion passed.

**Exemption Requests:** None

**Sub-Committee Reports:** 1.) Protocol - Keith Moore – no report  
2.) ALS Release

**Unfinished Business:** None

**New Business:**

Mark is asking for a list of the sub-committee members and their participation.

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

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  
 EMT- Jenni Meade Hartle-Stafford Hosp.-1/18/11– 4/9/11 M/W/S  
 EMT – Stacy Southard – Orange Cty RS – 9/7 – 3/3 – TU/TH  
 EMT – Gloria Bolecek – Caroline HS 9-16 – 5-6-11 – M-F  
 EMT – Victor Podbielski –JMHS 9/27 – 5/13/11 – M-F  
 EMT –Greg Leitz – Spotsy Votec 9/13 – 5/12/11 – M-F x2  
 Intermediate-Wayne Perry-REMS 10/19-5/14/11- T/T/S  
 I –P Bridge- Wayne Perry-REMS 10/19 – 5/28/11-T/T/S  
 EMT -Linda Harris-REMS-2/23/10-6/4/11-M/W/S  
 EMT – Doug Lowe-Shannon Training Cntr-1/3/11 – 4/7/11 M/W/S  
 EMT – Heather Phillips-Flint Hill VFD – 1/18/11 – 5/7/11 T/T/S  
 First Responder – Leigh Doucet- Caroline F & R- 2/1/11–4/1/11 T/T/S  
 EMT – Mike Lawson – Easternview HS – 1/19/11 – 5/16/11 M/TW/T/F  
 EMT – Mike Lawson-Culpeper RS-1/31/11 – 5/16/11 – M/W/S  
 EMT – Mike Lawson – Culpeper RS – 6/27/11 -7/25/11-MTWTF  
 EMT-Tim Kimble – Catlett F & R – 2/15/11 – 5/13/11-T/T/F  
 Enhanced-Tim Kimble-Fauquier F & R-12/13/10 – 3/15/11-M/T/W/T/F  
 Enhanced –Tim Kimble-Fauquier F & R-6/7/11 – 8/30/11-T/T/S  
 EMT – Charlie Williams – CCJA – 3/7/11 – 3/25/11 – S/M/T/W/T/F/S  
 Enhanced – Charlie Williams – CCJA – 2/7/11 – 2/25/11 – S/M/T/W/T/F/S  
 Enhanced – Chris Corbin – Fred. RS – 2/22/11 – 5/26/11  
 EMT – Leron Lewis – Spotsy VRS Training Center-3/14/11 – 6/18/11-M/W/S  
 Enhanced – Wanda Gardner- Spotsy Training Center – 3/2/11 – 6/18/11 W/S  
 EMT – Pat Mercer-Quantico – 1/10/11 – 3/3/11 – M/T/W/T/F

**REMS BOD Action Item:** None

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

**Adjournment:** The next meeting is scheduled for **April 25, 2011** at 1900 hours at the REMS Training & Simulation Center. Meeting adjourned at 1933 hours.

**Rappahannock EMS Council  
Guidelines & Training Committee Minutes  
October 24th, 2011**

**Call to Order:** Meeting was called to order by the chair, Kelly Southard at 1900 hrs.

**Roll Call and Recognition of Guests:** Members present were chair, Kelly Southard, Pat Fitzgerald, Victor Podbielski and REMS staff, Linda Harris, Joe Taylor and Wayne Perry

**Approval of Minutes:** The minutes from the August 22, 2011 meeting were approved.

**Staff Report:**

Training Department Report

FA10 Intermediate and Paramedic Courses

Mock registry was successful for the Paramedics and Intermediates who attended the event. We have currently had three Intermediate students who have tested and successfully passed and two paramedics who have tested and one who has successfully passed.

CICP

We are scheduling to hold a CICP program beginning in December 2011. This class is will be scheduled on Wednesdays from 8am to 5pm for eight weeks. The schedule and course approvals will follow. We are currently waiting on affiliating agreements for clinical rotations to be returned to announce the program.

National Registry Test Site

Only three students were eligible to test for the National Registry in August. The test is rescheduled for November 19, 2011. This will be an open test site to include other jurisdictions. We are using the REMS facility for the test site and are currently awaiting approval from the test site coordinator. The fee will be \$200 for REMS students and \$350 for outside students. We are limiting the test to 18 applicants

FA11 Intermediate and Paramedic Courses

We currently have 11 students registered in the Paramedic Course, 18 in the Daytime Intermediate and 7 in the Nighttime Intermediate.

EMT-B Course The next course will be held February 2012.

EMT Evaluator Course was held on September 21, 2011 here at REMS with 7 attending

ALS Preceptor Course was held October 19, 2011 here at REMS with 4 attending

ALS Refresher will be held from November 28, 2011 thru February 15, 2012 on Mondays & Wednesdays.

BLS Power Saturdays will be held January 28, 2012 thru February 11, 2012

**ALS Release Extension Requests:**

1. Tiffany Lyon – requesting a 6 month extension due to scheduling conflicts and a station with a low call volume. Motion by Pat Fitzgerald, seconded by Victor Podbielski to approve a 6 month extension. Motion carried.

2. Charlie Schultz -6 month extension. Motion by Pat Fitzgerald, seconded by Victor Podbielski to approve a 3 month extension. Motion carried.

**ALS Instructor/Coordinator Requests:**

1. Chris Corbin – recertification – Motion made by Victor Podbielski, seconded by Pat Fitzgerald to endorse this recertification. Motion carried
2. Joe Taylor – recertification – Motion made by Victor Podbielski, seconded by Pat Fitzgerald to endorse this recertification. Motion carried

**Exemption Requests:** none**Sub-Committee Reports:**

1.) Protocol- Tom Joyce is the new chairman of this sub committee. The new protocols went to the Medical Direction Committee and the REMS BOD and were approved. Next step is to finalize the Release/ Training process. Tom and Wayne will be meeting within the next 2 weeks to begin the process.

2.) ALS Release – the release book is being revised. Charlie Williams has been appointed as the chair of this sub-committee. Robert Usher has been working with Wayne with some of the changes that need to be made.

**Unfinished Business:****New Business:**

Per Greg Neiman there will be no new ALS-C endorsed by the state office only recertification and extending endorsed areas

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

EMT – Leigh Doucet – Caroline Fire Admin – 8/2/11 – 12/1/11 T-T-S  
 EMT – Leigh Doucet – Caroline High- 9/19/11 – 4/27/12 MTWTF x2  
 EMT – Tim Kimble – Fauquier F&R 9/13/11 – 1/12/12 T-T-S  
 EMT – Barbara Larson-LOW-9/8/11 – 2/9/12 M-Th-S  
 EMT – Kim Madison –Spotsy Training Center-9/7/11 – 2/4/12 MWS  
 EMT – Kim Madison Spotsy Training Center-9/7/11 – 2/11/12 MWS  
 EMT – Becky Raines-Stafford High-9/12/11 – 5/15/12 – MTWTS- x2  
 EMT – Cat Gardner – Colonial Forge – 9/14/11 – 4/27/12- MTWTF – x2  
 EMT – Jenni Hartle – Stafford Hosp – 9/13/11 – 12/22/11-TTS  
 EMT – Greg Leitz – SCTC – 9/12/11 – 5/1/12 – MTWTF  
 EMT – Mike Lawson-Culpeper RS – 8/29/11-1/19/12 – M-W-S  
 EMT – Mike Lawson-Easternview HS-1/30/12-5/16/12 MTWTF  
 EMT – Mike Lawson-Culpeper RS-1/31/12 – 5/16/12 MWS  
 EMT – Charles Williams - CCJA- 11/1/11 – 11/14/11 SMTWTFS  
 EMT – Linda Harris – REMS – 2/22/12 – 6/9/12 MWS  
 EMT-Enhanced-Charles Williams – CCJA- 10/17/11 – 10/29/11 SMTWTFS  
 EMT-Enhanced-Charles Williams-KG F&R 10/4/11 – 12/13/11 MTWTF  
 Intermediate – Wayne Perry – REMS – 9/29/11 – 5/31/12 Th & S  
 Intermediate – Wayne Perry -REMS- 9/29/11 – 5/26/12 TTS  
 I to Paramedic – Wayne Perry-REMS- 9/27/11 – 6/19/12 – Tu&S

**REMS BOD Action Item:****For the Good of the Order:**

**Adjournment:** The next meeting is scheduled for Monday, December 26,2011 and the REMS Office will be closed as this is a Holiday. The committee decided to hold the **next meeting on Wednesday December 28, 2011 at 1900 hours at the REMS Training & Simulation Center.**



Rappahannock EMS Council  
Guidelines & Training Committee Minutes  
December 28th, 2011

**Call to Order:** Meeting was called to order by the chair, Kelly Southard at 1900 hrs

**Roll Call and Recognition of Guests:** Members present were Chair, Kelly Southard; John Brandrup, Pat Fitzgerald and REMS Staff, Linda Harris. Members excused were Victor Podbielski, Mark Garnett and Wayne Perry.

**Approval of Minutes: October 24, 2011.** Motion made by Pat Fitzgerald to approve the minutes, seconded by John Brandrup. Motion passed

**Staff Report:**

Training Department Report

- Training Center Updates
  - o FA10 and FA11 Eye Class update
    - 3 of 14 (8 still haven't finished class requirements) have become nationally registered
    - Have 23 enrolled in current class
  - o FA10 and FA11 Pea Class update
    - 2 of 8 (3 still haven't finished class requirements) have become nationally registered
    - Have 9 enrolled in current class – first cadaver lab session was yesterday
  - o GCC used our training center for a Wednesday night class last semester and has asked to use it again next semester due to earthquake damage to their building.
    - Middle College Program internship
  - o Culpeper Public Safety Meeting – remote site discussions
  - o Very thin on part-time staff and they are not very active nor reactive. Have posted for additional help, but also looking for any suggestions of people or ideas. Especially important given the status with our open ALS instructor position.

EMT-B Course The next course will be held starting February 22, 2012.

ALS Refresher will be held from November 28, 2011 thru February 15, 2012 on Mondays & Wednesdays.

BLS Power Saturdays will be held January 28, 2012 thru February 11, 2012

**ALS Release Extension Requests:**

1. Michael Shea – started precepting as an Intermediate June 2011. Asking for An extension until end of February 2012. His Lead preceptor went on Maternity leave is due back January 1. He has only a few calls left. Motion made by John Brandrup , seconded by Pat Fitzgerald to approve a 3 month extension. Motion passed.

2. Anne Payne Bullock –started precepting as an Enhanced August 2011. Due to low call volume is requesting a 6 month extension. Motion by Pat Fitzgerald, seconded by John Brandrup to approve a 6 month extension with the suggestion she run calls out of a busier station. Motion passed.

3. Jake Marshall – started precepting as an Intermediate August 2011. Due to low call volume is requesting a 3 month extension. He is 80% complete and is switching lead preceptors to a busier station. Motion made by John Brandrup seconded by Pat Fitzgerald to approve 3 month extension. Motion passed.

4. Sherry Weedon – starting precepting as an Enhanced in February 2011. She had to suspend her precepting in June to various home life issues and stepped back from running duty. She came back this month and would like to resume where she left off and hopes to be complete by June 2012. Motion by Pat Fitzgerald, seconded by John Brandrup to approve a 6 month extension until the end of June 2012. And she can pick up where she left off in precepting. Motion passed.

**ALS Instructor/Coordinator Requests:**

1. Doug Lowe – recertification – needs this to support contracts thru the company he works for, Davis Defense. Motion by John Brandrup, seconded by Pat Fitzgerald to approve endorsement. Motion passed.

**Sub-Committee Reports:**

1.) Protocol- Tom Joyce is the new chairman of this sub committee. The new protocols went to the Medical Direction Committee and the REMS BOD and were approved. Next step is to finalize the Release/ Training process.

2.) ALS Release – The new chair is Charlie Williams.

**Unfinished Business:**

**New Business:**

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

EMT – Leigh Doucet – Caroline High- 9/19/11 – 4/27/12 MTWTF x2  
 EMT – Tim Kimble – Fauquier F&R 9/13/11 – 1/12/12 T-T-S  
 EMT – Barbara Larson-LOW-9/8/11 – 2/9/12 M-Th-S  
 EMT – Kim Madison –Spotsy Training Center-9/7/11 – 2/4/12 MWS  
 EMT – Kim Madison Spotsy Training Center-9/7/11 – 2/11/12 MWS  
 EMT – Becky Raines-Stafford High-9/12/11 – 5/15/12 – MTWTS- x2  
 EMT – Cat Gardner – Colonial Forge – 9/14/11 – 4/27/12- MTWTF – x2  
 EMT – Jenni Hartle – Stafford Hosp – 2/6/12 – 6/9/12-TTS  
 EMT – Doug Lowe – SCTC – 9/12/11 – 5/1/12 – MTWTF  
 EMT – Mike Lawson-Culpeper RS – 8/29/11-1/19/12 – M-W-S  
 EMT – Mike Lawson-Easternview HS-1/30/12-5/16/12 MTWTF  
 EMT – Mike Lawson-Culpeper RS-1/31/12 – 5/16/12 MWS  
 EMT – Charles Williams - CCJA- 1/5/12 – 1/18/12 SMTWTFS  
 EMT – Linda Harris – REMS – 2/22/12 – 6/9/12 MWS  
 EMT – Chris Corbin – Fred. RS 1/10/12 – 4/19/12  
 EMT – Heather Phillips – Flint Hill VFD 1/10/12 – 5/7/12  
 EMT-Enhanced-Charles Williams – CCJA- 1/28/12 – 2/10/12 SMTWTFS  
 Intermediate – Wayne Perry – REMS – 9/29/11 – 5/31/12 Th & S  
 Intermediate – Wayne Perry -REMS- 9/29/11 – 5/26/12 TTS  
 I to Paramedic – Wayne Perry-REMS- 9/27/11 – 6/19/12 – Tu&S

**REMS BOD Action Item:**

**For the Good of the Order:**

**Adjournment:** The next meeting is scheduled for **February 27,2011** at 1900 hours at the REMS Training & Simulation Center. Meeting adjourned at 1930 hrs.

**Rappahannock EMS Council  
Guidelines & Training Committee Minutes  
February 27, 2012**

**Call to Order:** Meeting was called to order by the chair, Kelly Southard at 1900 hours at the REMS Training and Simulation Center

**Roll Call and Recognition of Guests:** Members present were Chair, Kelly Southard; John Brandrup; Mike Brewster; Victor Podbielski and REMS Staff, Linda Harris.

**Members excused:** Wayne Green; Pat Fitzgerald and Lori Knowles.

**Approval of Minutes:** Motion to approve the **December 28, 2011** minutes by John Brandrup, seconded by Victor Podbielski. Motion passed.

**Staff Report:**

Training Department Report

- Training Center Updates
  - o FA10 and FA11 Eye Class update
    - 5 of 14 (5 still haven't finished class requirements) have become nationally registered
    - Have 23 enrolled in current class
  - o FA10 and FA11 Pea Class update
    - 4 of 8 (3 still haven't finished class requirements) have become nationally registered
    - Have 9 enrolled in current class – first cadaver lab session was yesterday
  - o GCC used our training center for a Wednesday night class this semester due to earthquake damage to their building.
    - Middle College Program internship is now working with Wayne
  - o Pam Bertone has been hired as our ALS Instructor. Received good feed back from students
  - o Very thin on part-time staff and they are not very active or reactive. Have posted for additional help, but also looking for any suggestions of people or ideas.

EMT-B Course: The next course started February 22, 2012 with 20 enrolled.

ALS Refresher: Completed

BLS Power Saturdays: Completed

**ALS Release Extension Requests:**

1. Belinda Tiedt - Has been precepting since September for Enhanced. Is requesting a 6 month extension. She has run over 168 hours so far but is still missing contacts/skills. Motion by Mike Brewster and second by Victor Podbielski to approve a 6 month extension. Motion passed
2. Camden Bullock – has been precepting since September for Enhanced. Is requesting a 6 month extension. Has not completed precepting due to lead preceptor's unavailability. I encouraged him to find another preceptor and he has reported he has been running with a career crew and call/contact volume has increased. Motion by Mike Brewster and second by Victor Podbielski to approve 6 month extension. Motion passed.

**ALS Instructor/Coordinator Requests:**

1. James Johnson Jr. – Initial endorsement – wants to teach where he works at Dahlgren. Motion by Victor Podbielski and second by Mike Brewster to endorse. Motion passed.
2. James Welch - Initial – Is affiliated with Quantico. Motion by John Brandrup and second by Victor Podbielski to endorse. Motion passed

3. Mary Hart – re-endorsement – affiliated with Fauquier County. Motion by John Brandrup and second by Mike Brewster to endorse. Motion passed
4. Christina Dempsey – re-endorsement – affiliated with Quantico. Motion by Mike Brewster and second by John Brandrup to endorse. Motion passed.
5. Khary Stringer – re-endorsement – affiliated with Chancellor. Motion by John Brandrup and second by Victor Podbielski to endorse. Motion passed.
6. John Brandrup – re-endorsement – affiliated with Lifecare. Motion by Victor Podbielski and second by Mike Brewster to endorse. Motion passed.

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

- 1.) **Protocol-** Tom Joyce is the chair. Can you let them know that the protocol sub-committee is still working on a date for the video with Dr. Hasan to get the protocol roll-out moving. We are planning to do a bit of train-the-trainer and they will have a video that they can be shown for the start of the class to set the stage and give some information in a standard format from the medical directors.
- 2.) **ALS Release** – Committee met and the ALS release process is being revised.

#### **Unfinished Business:**

#### **New Business:**

1. New EMSTF paperwork. The committee was asked if they were familiar with the new course roster and invoicing that VAOEMS emailed out on 2/10/12. They all received the information
2. Merit Badge courses at REMS – A memo was read from Wayne Perry concerning the committee coming up with new class ideas to be offered through the REMS Council. Samples are: ABLs, AMLS, DLS MCI 1 & 2, PHTLS, GEMS, & PEPP. The only feed back was John Brandrup mentioning that Eric Lasky could teach the MCI class and John along with Judy Little could coordinate a GEMS class.

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

EMT – Leigh Doucet – Caroline High- 9/19/11 – 4/27/12 MTWTF x2  
 EMT – Tim Kimble – Fauquier F&R 2/14/12 – 5/24/12 T-T-S  
 EMT – Becky Raines-Stafford High-9/12/11 – 5/15/12 – MTWTS- x2  
 EMT – Cat Gardner – Colonial Forge – 9/14/11 – 4/27/12- MTWTF – x2  
 EMT – Jenni Hartle – Stafford Hosp – 2/6/12 – 6/9/12-TTS  
 EMT – Doug Lowe – SCTC – 9/12/11 – 5/1/12 – MTWTF  
 EMT – Mike Lawson-Easternview HS-1/30/12-5/16/12 MTWTF  
 EMT – Mike Lawson-Culpeper RS-1/31/12 – 5/16/12 MWS  
 EMT – Charles Williams - CCJA- 3/5/12 – 3/18/12 SMTWTFS  
 EMT – Linda Harris – REMS – 2/22/12 – 6/9/12 MWS  
 EMT – Chris Corbin – Fred. RS 1/10/12 – 4/19/12  
 EMT – Heather Phillips – Amisville VFD 1/10/12 – 5/7/12  
 EMT- Doug Found – Spotsy Training Center – 3/14/12 – 7/21/12 M-W-S  
 Intermediate – Wayne Perry – REMS – 9/29/11 – 5/31/12 Th & S  
 Intermediate – Wayne Perry -REMS- 9/29/11 – 5/26/12 TTS  
 I to Paramedic – Wayne Perry-REMS- 9/27/11 – 6/19/12 – Tu&S

#### **REMS BOD Action Item:**

#### **For the Good of the Order:**

**Adjournment:** Meeting was adjourned at 1930 hrs. The next meeting is scheduled for **April 23, 2012** at 1900 hours at the REMS Training & Simulation Center.

Rappahannock EMS Council  
Guidelines & Training Committee Minutes  
April 23, 2012

**Call to Order:** Meeting was called to order by Chair, Kelly Southard, at 7:00p.m. at the REMS Council Training Center.

**Roll Call and Recognition of Guests:** Members present were: Kelly Southard, Chair, Chris Payne, Pat FitzGerald, Mark Garnett, Greg Leitz, Victor Podbielski and Wayne Perry.

**Approval of Minutes: February 27, 2012** - Motion made by Victor Podbielski to approve the minutes, motion passed.

**Staff Report:**

Training Department Report

- Training Center Updates
  - o FA10 and FA11 Eye Class update
    - 5 of 14 (5 still haven't finished class requirements) have become nationally registered
    - Have 23 enrolled in current class
  - o FA10 and FA11 Pea Class update
    - 4 of 8 (3 still haven't finished class requirements) have become nationally registered
    - Have 9 enrolled in current class – first cadaver lab session was yesterday
  - o GCC used our training center for a Wednesday night class this semester due to earthquake damage to their building.
    - Middle College Program internship is now working with Wayne
  - o Pam Bertone has been hired as our ALS Instructor. Received good feed back from students
  - o Very thin on part-time staff and they are not very active or reactive. Have posted for additional help, but also looking for any suggestions of people or ideas

EMT-B class Going strong with 17 students

**ALS Release Extension Requests:**

1. Michael Shea ( Culpeper) – requesting 2 month extension. Originally started precepting June 2011. Had one 3 month extension. Still needs respiratory calls. If not completed by that time his precepting will start from beginning. Motion made by Victor Podbielski, seconded by Mark Garnett to approve. Motion passed.
2. Tiffany Lyon Rannebarger (Hartwood VFD) – requesting a 6 month extension - started precepting May 2011. Had issues with preceptor's availability. Received a 6 month extension. She had started new job with a long commute which only leaves weekends and she has moved to Fauquier County. Will need to find preceptor there. Motion made by Pat FitzGerald, seconded by Greg Leitz to approve. Motion passed.
3. Clay Woodward – requesting a 3 month extension – 5 calls short. Motion made by Mark Garnett, seconded by Victor Podbielski to approve. Motion passed.
4. Katelyn Sisk – requesting a 6 month extension. Short 11 calls. Motion made by Pat FitzGerald, seconded by Victor Podbielski to approve. Motion passed.
5. Rachel White – requesting a 6 month extension. Lack of calls during shifts – will be running during daytime. Motion made by Chris Payne, seconded by Pat FitzGerald to approve. Motion passed.
6. Kelly Sands – requesting a 3 month extension – lack of calls during shifts. Motion by Greg Leitz, seconded by Mark Garnett to approve. Motion passed.

7. Laurie Bendall – requesting a 6 month extension. Scheduling problems with preceptors. Motion by Victor Podbielski, seconded by Pat FitzGerald to approve. Motion passed.

**ALS Instructor/Coordinator Requests:**

1. William T. Hall, III – Initial endorsement – currently EMT instructor for Caroline High School also need to be able to coordinate recertification classes for the county. He is with the Training Division of Caroline County. Motion by Victor Podbielski, seconded by Greg Leitz to approve, Motion passed.
2. Charles Clatterbuck - Initial – Is affiliated with Warrenton Training Center Fire Dept. Wants to coordinate courses for agency. Motion by Greg Leitz, second by Mark Garnett to approve. Motion passed.
3. John Martin, Jr – re-endorsement – reinstatement – expired Jan. 2012. Motion by Victor Podbielski, second by Pat FitzGerald to approve. Motion passed.
4. Heather Phillips – re-endorsement – Motion by Victor Podbielski, second by Pat FitzGerald to approve. Motion passed.
5. Wayne Perry – re-endorsement. Motion by Victor Podbielski, second by Pat FitzGerald to approve. Motion passed.
6. Charlie Williams – re-endorsement. Motion by Victor Podbielski, second by Pat FitzGerald to approve. Motion passed.
7. Greg Leitz – re-endorsement. Motion by Victor Podbielski, second by Pat FitzGerald to approve. Motion passed.
8. Victor Podbielski – re-endorsement. Motion by Victor Podbielski, second by Pat FitzGerald to approve. Motion passed.
9. Gretchen Wills – extend endorse area – works for AEC. Motion by Victor Podbielski, second by Pat FitzGerald to approve. Motion passed.

**Sub-Committee Reports:**

- 1.) Protocol- Tom Joyce is the chair. The protocol sub-committee is still working on a date for the video with Dr. Hasan to get the protocol roll-out moving. We are planning to do a train-the-trainer and they will have a video that they can show for the start of the class to set the stage and give some information in a standard format from the medical directors.
- 2.) ALS Release – Committee met and the ALS release process is being revised.

**Unfinished Business:** None

**New Business:** None

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

EMT – Leigh Doucet – Caroline High- 9/19/11 – 4/27/12 MTWTF x2  
 EMT – Tim Kimble – Fauquier F&R 2/14/12 – 5/24/12 T-T-S  
 EMT – Becky Raines-Stafford High-9/12/11 – 5/15/12 – MTWTS- x2  
 EMT – Cat Gardner – Colonial Forge – 9/14/11 – 4/27/12- MTWTF – x2  
 EMT – Jenni Hartle – Stafford Hosp – 2/6/12 – 6/9/12-TTS  
 EMT – Doug Lowe – SCTC – 9/12/11 – 5/1/12 – MTWTF  
 EMT – Mike Lawson-Easternview HS-1/30/12-5/16/12 MTWTF==Chris Payne  
 EMT – Mike Lawson-Culpeper RS-1/31/12 – 5/16/12 MWS==Chris Payne  
 EMT – Charles Williams - CCJA- 4/14/12 – 4/27/12 SMTWTF  
 EMT – Charlie Williams – CCJA – 5/10/12 – 5/24/12 - SMTWTFS

EMT – Linda Harris – REMS – 2/22/12 – 6/9/12 MWS = Mark Garnett  
EMT – Heather Phillips – Amissville VFD 1/10/12 – 5/7/12  
EMT- Doug Found – Spotsy Training Center – 3/14/12 – 7/21/12 M-W-S ==Victor Podbielski  
EMT – Charlie Williams – KG F & R – 4/14/12 – 6/30/12 - ?  
FR – Tom Joyce – Barboursville FD – 3/26/12 – 6/1/12 – TTS==Kelly Southard  
Intermediate – Wayne Perry – REMS – 9/29/11 – 5/31/12 Th & S  
Intermediate – Wayne Perry -REMS- 9/29/11 – 5/26/12 TTS  
I to Paramedic – Wayne Perry-REMS- 9/27/11 – 6/19/12 – Tu&S  
Intermediate – Khary Stringer – Stafford F&EMS-2/2/12 – 6/29/12 TTF

**REMS BOD Action Item:**

**For the Good of the Order:**

**Adjournment:** Meeting adjourned at 1945hrs. The next meeting is scheduled for **June 25, 2012**, at 1900 hours at the REMS Training & Simulation Center.

**Rappahannock EMS Council  
Guidelines & Training Committee Minutes  
June 25, 2012**

**Call to Order:** Meeting was called to order by the Chair, Kelly C Southard at 7:00p.m. at the REMS Council Training Center.

**Roll Call and Recognition of Guests:** Members present were Chair, Kelly Southard, Chris Payne, Pat FitzGerald, Mark Garnett, Waverly Alley, Victor Podbielski and REMS staff, Linda Harris & Wayne Perry. Guests were Ulysses Taormina from Quantico Fire

**Approval of Minutes: April 23, 2012** - minutes from the April meeting were approved as they stand.

**Staff Report:**

Training Department Report

- Training Center Updates
  - o FA10 and FA11 Eye Class update
    - 5 of 14 (5 still haven't finished class requirements) have become nationally registered
    - 22 completed current class
  - o FA10 and FA11 Pea Class update
    - 5 of 8 (3 still haven't finished class requirements) have become nationally registered
    - 9 completed current class
  - o NREMT Testing this Saturday at REMS
  - o GCC used our training center for a Wednesday night class this semester due to earthquake damage to their building.
  - o Very thin on part-time staff and they are not very active or reactive. Have posted for additional help, but also looking for any suggestions of people or ideas.

EMT-B class Class is finished with 12 testing at the CTS last week.

**ALS Release Extension Requests:**

- 1 – Jennifer Love – requesting extension on precepting Intermediate. Motion made by Pat FitzGerald to approve a 6 month extension, seconded by Chris Payne. Motion carried.
2. Michael Shea – requesting a 6 month extension. Motion by Chris Payne to approve a 3 month extension, seconded by Pat FitzGerald. Motion passed.

**ALS Instructor/Coordinator Requests:**

1. Lori Knowles – re endorsement. Motion by Chris Payne to approve, Second by Pat FitzGerald. Motion passed.
2. Christina Skinner – re endorsement. Motion by Chris Payne to approve, Second by Pat FitzGerald. Motion passed
3. Christine Schoon – re endorsement. Motion by Pat FitzGerald, second by Victor Podbielski. Motion passed.
4. Linda Harris – re endorsement. Motion by Chris Payne to approve, second by Pat FitzGerald. Motion passed.
5. Janis Hawks – re endorsement/.extend area/ reinstatement. Motion by Pat Fitzgerald to approve, second by Victor Podbielski. Motion passed.



6. Billy Hamm – re endorsement/ extend endorsed area. Motion by Chris Payne to approve, seconded by Mark Garnett. Motion passed.
7. Alecia Mullins – Initial endorsement – Motion by Mark Garnett to table until we receive more of the requested information from the provider, seconded by Chris Payne. Motion passed.

- Sub-Committee Reports:**
- 1.) Protocol- Tom Joyce is the chair. The protocol sub-committee is still working on a date for the video with Dr. Hasan to get the protocol roll-out moving. We are planning to do a bit of a train-the-trainer and they will have a video that can be shown at the start of the class to set the stage and give some information in a standard format from the medical directors.
  - 2.) ALS Release – Committee met and the ALS release process is being revised.

**Unfinished Business:** None

**New Business:**

Request from Arthur Candenquist – motion by Pat FitzGerald to allow him one more try at the ALS Pretest, seconded by Chris Payne. Motion passed

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

EMT-VEMSES Doug Found – Spotsy Training Center – 3/14/12 – 7/21/12 M-W-S  
 EMT – Charlie Williams – KG F & R – 4/14/12 – 6/30/12 - ?  
 FR – Tom Joyce – Barboursville FD – 3/26/12 – 6/1/12 - TTS  
 Intermediate – Khary Stringer – Stafford F&EMS-2/2/12 – 6/29/12 TTF  
 Enhanced – Lisa Davis- Fauquier Training – 6/5/12 – 8/30/12 T-T-S  
 Enhanced – Tim Kimble – Fauquier Training-7/10/12-9/10/12 T-W-T-S  
 Enhanced – Charlie Williams- CCJA-7/7/12 – 7/20/12 SMTWTFS – Victor Podbielski  
 Enhanced – Charlie Williams – CCJA – 8/17/12-8/30/12 SMTWTFS- Victor Podbielski  
 EMT-VEMSES- Jenni Hartle- Berea FD – 7/9/12 – 8/3/12 MTWTF  
 EMT-VEMSES-Charlie Williams- CCJA-7/23/12 – 8/9/12-SMTWTFS  
 EMT-VEMSES-Cat Gardner- Colonial Forge High 9/10/12-5/8/13 MTWTF x2

**REMS BOD Action Item:** None

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

**Adjournment:** The next meeting is scheduled for **August 27, 2012** at 1900 hours at the REMS Training & Simulation Center.