

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

**July 14<sup>th</sup>, 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 12<sup>th</sup>, 2008 and the special call meeting on June 9<sup>th</sup>, 2008 was made by Doc. 2<sup>nd</sup> by Ray, motion carried.

**Staff Report:**

1. Both Intermediate classes completed their practicals for the class on June 28<sup>th</sup>. Some re-tested on July 10<sup>th</sup>. 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 16<sup>th</sup> at REMS and August 6<sup>th</sup> at Fauquier Training Center. There will also be a up-date for current evaluators on July 23<sup>rd</sup> at REMS. Ryan is working on one additional date for another up-date.
4. A morning ALS Preceptor class was held on July 30<sup>th</sup> with 4 students and an evening one the same day with 3 students. The list of future classes include: July 22<sup>nd</sup> and 31<sup>st</sup> in Spotsylvania, July 22<sup>nd</sup> in Fauquier, July 24<sup>th</sup> and 28<sup>th</sup> at REMS. Looking into doing one on August 9<sup>th</sup> 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 12<sup>th</sup> 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 1<sup>st</sup>. 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 2<sup>nd</sup>, 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 2<sup>nd</sup>, 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 2<sup>nd</sup>, 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 2<sup>nd</sup>, 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 2<sup>nd</sup>, 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 2<sup>nd</sup>, 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 1<sup>st</sup> 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. 2<sup>nd</sup> by John, meeting adjourned at 2000 hours.  
**The next meeting is scheduled for September 8<sup>th</sup>, 2008 at 1900 hours, here at the REMS Training & Simulation Center, Classroom A.**