

**RAPPAHANNOCK EMS COUNCIL  
GUIDELINES & TRAINING COMMITTEE**

**MINUTES**

**November 13<sup>th</sup>, 2006  
2301 Fall Hill Avenue, 2<sup>nd</sup> Floor Training Center**

**Call to Order:** The meeting was called to order by Kelly Southard, Chairman, at 1855 hours.

**Roll Call and Recognition of Guests:** John Brandrup, Mike Brewster, Heather Calhoun (staff), Doug Found, Mark Garnett, Lori Knowles, Greg Leitz, Kelly Southard, and Robert Usher.

**Absent:** Pat FitzGerald, David Morris, Ray Tricarico, Charlie Williams, and Dottie Williams

**Approval of Minutes:** The minutes from the September 11<sup>th</sup>, 2006 meeting were approved as presented.

**Staff Report:** Given by Heather Calhoun. GEMS class scheduled this weekend, November 18<sup>th</sup> & 19<sup>th</sup> has only 7 students registered. If we don't have enough people registered by this Wednesday, the course will be postponed until mid-January.

There has been a request from Dottie Williams to change the start time for our meetings from 1900 to 1930. She teaches at the college until 1900 and has been unable to attend the meetings. After discussion from the members, it was decided to continue to start our meetings at 1900. She is welcome to come in late.

**ALS Field Release Extension Requests:** John motioned to extend Brach McCurry's field release program an additional 90 days. Mark 2<sup>nd</sup>, motion carried. Robert motioned to extend Leron Lewis's field release program an additional 90 days. Doug 2<sup>nd</sup>, motion carried.

**ALS Instructor/Coordinator Requests:** Lori motioned to endorse Nicole Polster as an ALS Coordinator in our region. John 2<sup>nd</sup>, motion carried with Robert as the only opposing vote.

Greg motioned to endorse Mary Catherine Gardner as an ALS Coordinator once she has been released as an ALS provider in the region. Lori 2<sup>nd</sup>, motion carried.

Lori motioned to endorse Ann Moore as an ALS Coordinator once she has been released as an ALS provider in the region. Robert 2<sup>nd</sup>, motion carried.

Jarrod Batts submitted an application to become an ALS Coordinator with our region. His application was denied because he does not meet the requirement of being an ALS provider for 3 years.

**Exemption Requests:** Brady Grim has submitted a letter requesting that Heather Calhoun's last trauma call be waived. Mark motioned to release Heather once she has run her last multi-systems trauma with either an EMS preceptor or during a hospital ER rotation. Robert 2<sup>nd</sup>, motion carried.

John has a provider, Candice Green, who needs to be released as an Intermediate. She was released as a Cardiac Technician in the past, but most recently practiced as an Enhanced in another region. She can only get a letter from TJEMS stating she was a released Enhanced provider. Since she has never been released in our region as an Intermediate, she must go through the entire ALS Release Program.

**Sub-Committee Reports:**

- 1.) Protocol Committee: Lori gave the report. The Sub-Committee met on October 11<sup>th</sup>, 2006 and again on November 13<sup>th</sup>, 2006. Next meeting is planned for December 11<sup>th</sup>, 2006 at 1300 hours. Afterwards, the meetings will be held the 2nd Monday of every month at 1000 hours. Following is the protocols the committee is looking at revising/adding: Addition drugs for asthma, FAST1 IO, Code Gray/DOA/DNR, enhanced protocols, 12 lead, Medivac, medication assisted intubation, PRN adaptors, ventilators, capnography, pain management, and ASA for EMTs. All of the cardiac protocols will be updated to reflect AHA's 2005 Guidelines. We will utilize WVEMS Council's format.

The Committee would also like to see a policy set forth in which all agencies wishing to instate their own protocols will be required to submit them to the Council for review. This will not be for approval, just to help standardize all of the protocols our providers are utilizing.

Medication Discrepancy Policy: Lori has a copy that the Council sent out. This is a policy and should not be in the protocol book.

**Unfinished Business:** Skills Drills CD: Mark has this project about 75% completed. He will make a list of Enhanced skills and email them to the committee for any commits before including them in the CD.

**New Business:** Andrew Cox has requested that we look into charging students an additional fee if they do not complete the Intermediate program's requirements and clinicals in time. He spends about 25% of his time each day answering questions from past students and assisting them with completing the program. These incomplete students are also taking clinical time away from our current students. Robert motioned to add the National Registry Test Fee to the initial course fees and to tie the ending of the program to a certain test site. Lori 2<sup>nd</sup>, motion carried with John as the only opposing member.

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Andrew has also requested for the committee to look into a disciplinary policy for ALS Preceptors who do not do their jobs, such as turning in the paperwork. The committee would like Andrew to give examples and to bring in options that we could use. There also needs to be a policy for students who do not show up.

Robert would like to have the QA/QI policy to include that any request between agencies be required to go thru the Council. If there's a meeting to discuss a particular problem, all agencies and providers involved and the QA/QI Committee needs to be present. This issue will be forwarded to the QA/QI Committee.

2005 AHA Guidelines: There will be a 2 year fade in process for these new changes, because we can not mandate people to recertify if they still have a current card.

Spotsylvania Fire & Chancellor Fire will be sponsoring an EMT-Enhanced course offered at the Spotsylvania Training Center next year.

It will be very helpful if the REMS webpage could include training from all agencies within the Council and not just Council sponsored training. Heather will look into having all agencies contact the Council with their up coming training and have it posted on the webpage.

Committee Charter: We will keep the same one that we utilized last year.

**ALS/EMT Basic Programs Audit:** No report

**REMS BOD Action Item:** No report

**For the Good of the Order:** No report

**Adjournment:** Greg motioned to adjourn. John 2<sup>nd</sup>, meeting adjourned at 2030 hours. Next meeting is scheduled for January 8<sup>th</sup>, 2007, 1900 hours. Location to be announced.