

**Guidelines and Training Committee  
Meeting Minutes  
March 8, 2004**

**Call to Order:** Jenni-Meade Carter called the meeting to order at 7:05 p.m.

**Present:** John Brandrup, Robert Usher, Wanda Gardner, Greg Leitz, Mike Brewster, Mark Garnett, Kaye Horst, Ray Tricarico, Verna Mae Bretschneider, Jenni-Meade Carter (staff)

**Excused:** Kelly Southard, Lori Knowles, David Morris

**Guests Present:** Margaret Peters, Dr. Crovatin's assistant

**Approval of Minutes:** Minutes of the January 12, 2004 meeting were reviewed. Motion made by Wanda Gardner to approve as submitted. Seconded by John Brandrup. Minutes approved as submitted.

**Staff Report:** Jenni reported that the ALS Field Internship has been renamed to the "ALS Release Program." The Shock Trauma/Enhanced part of the program was also changed, with Dr. Garth's approval. This was done to prevent confusion with field ride-along internship requirement in State Intermediate curriculum.

The REMS Council has 8 new Enhanced providers. 5 from the REMS Enhanced Course in Spotsylvania and 3 from Pam Bertone's course in Culpeper.

The REMS Council has received its Provisional Intermediate Accreditation and the first class will be starting March 29, 2004. The Council has hired 7 part-time employees to serve as Intermediate Program Faculty: Jeff Carney, Andrew Cox, Adam Jurach, Lori Knowles, Khary Stringer, Stephen Turner, and Robert Usher. Tim Kimble, area Program Representative, will also be instructing parts of the class.

There will be a CT to I Bridge in the REMS Training Center in May and one at Bowling Green VRS in June. Other training classes had to be postponed, but the new dates will be available soon.

**ALS Release Program Extension Requests:** none

**ALS Coordinator Requests:**

Initial Endorsement

1. Marcia Pescitani – already an ALS Coordinator in Northern VA
2. Chris Jett
3. Jeanne Walsh
4. Pam Bertone
5. Doug Lowe
6. Chris Corbin

Recert Endorsement

1. John Brandrup
2. Lori Knowles
3. Chris Biggs
4. Charlie Williams
5. Terry Edens
6. David Morris
7. Susan Dietrich
8. Wanda Gardner
9. Greg Leitz

Robert Usher made a motion to approve all Initial Endorsements with the exception of Doug Lowe (he does not meet the 3 year time requirement). Ray Tricarico seconded the motion. Motion approved.

Robert Usher made a motion to approve all Recert Endorsements with the exception of Susan Dietrich (she has not been actively coordinating ALS courses, no ALS courses in 2 years). Wanda Gardner seconded the motion. Motion approved.

**Exemption Requests:**

EMT-B for one-year exemption requests

1. Robert Halstead (LOW Enhanced) – certified March 27, 2003
2. Lee Frame (LOW Enhanced) – certified May 19
3. Kimberly Duggan (REMS Intermediate – certified May 15
4. Mark Stacy (REMS Intermediate) – certified Nov., previous ALS experience
5. Jeremy Pittman (REMS Intermediate) – certified June 19

John Brandrup made a motion to approve #1 (within 6 weeks) and #4 (previous ALS experience) and to decline #2, #3, and #5. Robert Usher seconded the motion. Motion approved.

**Sub-Committee Reports:**

Skills Performance Guidelines: Kelly Southard not present to report.

One-year requirement: David Morris not present, but Robert Usher and Wanda Gardner had been working on a draft proposal. Proposal: to drop the one-year rule, need approval from agency Training Officer, pass a 100-question EMT-B pretest with an 80%, pass a 25-question math pretest with an 80%, maintain and 80% through the course with one 30-day probationary period if grade drops below 80%. John Brandrup made a motion to present the proposal to the OMD Committee with the addition of the REMS Council offering quarterly testing and testing as

needed for each ALS class and the pretest scores will be good for one year. Motion seconded by Ray Tricarico. Motion approved.

Protocol Committee: Trying to find a date to meet with Dr. Garth to discuss mistakes and grammatical errors. Robert Usher reported that Spotsylvania has some changes to the protocols that have been approved by Dr. Rickabaugh.

**Unfinished Business:**

Advanced Skills Training: Spotsylvania is the only county that has started the Advanced Skills Training. Robert has given their program to other counties and offered that the Spotsylvania Advanced Skills Instructors would be happy to teach in other counties. The new helicopter services are also interested in helping with this training.

**New Business:**

Transport to the closest facility: Mark Garnett has mentioned some problems that Caroline County is experiencing with the current Transport to the closest facility protocol. Some Caroline providers are using the protocol incorrectly. Mark had asked that the protocol be rewritten to clear up any confusion. After a discussion, the committee felt that the protocol should stay as written (or updated to the Restocking Agreement protocol). It was also mentioned that Caroline County could write its own personal protocol that Dr. Mandell could approve.

Versed: Robert Usher asked that the REMS Council ask the Mary Washington Pharmacy if we could add more Versed. With Spotsylvania's new changes to the Advanced Skills protocols, more Versed is needed.

**ALS/EMT-Basic Program Audits:**

Monitoring Assignments:

- REMS EMT-B Course
- Stafford EMT-B Course
- LOW EMT-B Course
- LOW Enhanced Course – Greg Leitz
- Bowling Green VRS CT Course – Jenni Carter

**REMS BOD Action Items:** none

**For the Good of the Order:**

**Adjournment:** Motion made by John Brandrup to adjourn the meeting. Robert Usher seconded the motion. Meeting adjourned at 8:30 p.m. **The next meeting will be May 10, 2004 @ 7:00 p.m. location TBA.**