

**REMS Guidelines and Training Committee**  
**Meeting Minutes**  
**March 14, 2005**

**Call to Order:** Kelly Southard called the meeting to order at 7:00 p.m.

**Present:** Jenni-Meade Carter, Verna Mae Bretschneider, Kelly Southard, Robert Usher, John Brandrup, Mike Brewster, Wanda Gardner

**Excused:** Greg Leitz, Lori Knowles

**Guests Present:** None

**Approval of Minutes:** The minutes of the January 10, 2005 meeting were reviewed. A correction was made under the ALS Internship Extension Requests. James La Claire's extension was approved for 6-months. Minutes approved as corrected.

**Staff Report:** Jenni reported that for this fiscal year, almost 400 students had completed various classes taught by the council.

There are several classes coming up including GEMS, PEPP, and a CT to I class.

If anyone has any classes that they want taught, contact Jenni.

The Intermediate class started off with a few problems but is now going smoothly. There will be a daytime Intermediate class starting in April.

Reminder that the nominations for the regional awards are due by March 31<sup>st</sup>.

**Exemption Requests:**

1. Dan Butler – requesting exemption from 2-year rule for preceptor. After some discussion regarding guidelines that had been set up, a motion was made by Robert Usher to deny the request. Motion was seconded by Mike Brewster. Mr. Butler is about 2 months short on his time. Motion passed.

**ALS Field Internship Extension Requests:**

1. Bonnie Fletcher – 90-day extension requested – Motion by Wanda Gardner to grant extension, seconded by Robert Usher. Motion passed.

**ALS Instructor/Coordinator Requests:**

Initial Endorsement

1. David Moody
2. Khary Stringer
3. Brian White

There was considerable discussion regarding endorsing applicants who have not taught before in this area. It was felt that applicants should have some experience with teaching in the region before endorsement. Mr. Moody and Mr. White both have good credentials and seem to be well qualified. Motion by Robert Usher to deny endorsement to both, seconded by John Brandrup. Motion passed. After further discussion a motion was made to deny endorsement for Mr. Stringer by John Brandrup and was seconded by Wanda Gardner. There were some concerns regarding a previous class taught by Mr. Stringer. Motion passed.

Recertification Endorsement

1. Tim Kimble

Motion made by Robert Usher to approve. Seconded by John Brandrup. It was noted that Mr. Kimble has been actively teaching classes. Motion passed.

**Sub-Committee Reports:**

Skills Performance Guidelines – Kelly sent the revised guidelines to the OMD committee after the July 2004 meeting for their review and approval. There has been no response from the OMD committee in reference to any objections. A motion was made by John Brandrup to forward the document to the Board for review and approval at the next meeting barring any objections from the OMD's. Seconded by Robert Usher. There was some discussion regarding whether the OMD's will accept providers completing their skills reviews with another agency if unable to attend their agency's review. The document as presented allows for this. Motion passed.

Protocol Committee – The committee is hoping to have the last revisions completed and ready this spring. At their last meeting they had identified items to be revised. Robert brought up that the pediatric drug charts needed to be reviewed and corrected. Another meeting needs to be set up. Jenni will contact the committee members and set up a meeting. They will forward any changes and modifications to Dr. Garth when done.

**Unfinished Business:**

1. Internships vs. Release Program – There have been requests to allow the internship time to count as part of a provider's precepting time. After some discussion, a motion was made by John Brandrup to deny this request. Seconded by Robert Usher. The national registry considers these as two entirely separate parts of the program. Motion passed.

**New Business:**

There was some concern that not enough preceptor classes were being taught. Some areas need more preceptors. Verna requested a class be taught in Culpeper County. Call Jenni to make arrangements for classes as needed.

There was some discussion that the availability of ACLS classes in the region was not fully meeting the needs of the providers. There was a concern that more classes needed to be provided throughout the region especially for people needing to be released. Even though there are several possible avenues for obtaining these classes, it was felt that it would be beneficial if the council did not have to rely on outsourcing for all ACLS and PALS programs. A motion was made by John for the council to pursue through the Guidelines and Training committee, submission of the application to become a training center. Seconded by Robert Usher. Motion passed with Wanda Gardner abstaining.

The Consolidated Test Site Schedule has been finalized and approved.

Verna asked about the results of the last meeting regarding some concerns raised at the November 2004 meeting. There were questions about the role of the council in some of the counties that were brought into the REMS council several years ago. Kelly noted that the minutes of the last meeting covered this and that Kevin had been at that meeting to address the issues. Kevin had also already met with Culpeper County and would be meeting with Fauquier County. Verna felt that the Volunteer Fire and Rescue Association had not been involved in the process at all and need to be contacted for their input. This will be forwarded to Kevin to set up a meeting with the volunteers.

Verna announced that Culpeper County was looking at consolidating some of their office spaces and we needed to decide if some of the obsolete materials still stored at the Culpeper office could be discarded. Jenni will meet with Verna to get the authorization on what can be discarded.

A question was raised about the status of all of the precepting providers. Jenni will check with the various agencies and obtain the status of their precepting students to ensure that everyone is within the guidelines and following proper procedures.

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

REMS EMT-B – Mike Brewster  
Upper Caroline EMT – Jenni Carter  
Spotsylvania HS EMT-B – John Brandrup  
Stafford HS EMT-B – No assignment to date  
Intermediate  
    Stafford – John Brandrup  
    REMS 3/1 and 4/11 – No assignment to date  
REMS Intermediate to Paramedic – Greg Leitz

**REMS BOD Action Items:**                      Skills Performance Guidelines

**Adjournment:**                      Meeting adjourned at 8:03 p.m. The next meeting will be **May 9<sup>th</sup>, 2005, at 7:00 p.m.** Location will be in the **3<sup>rd</sup> floor conference room, 2300 Fall Hill Avenue.**