

**Guidelines and Training Committee
Meeting Minutes
May 24, 2004**

Call to Order: Kelly Southard called the meeting to order at 7:07 p.m.

Present: Lori Knowles, Jenni-Meade Carter, Ray Tricarico, Greg Leitz, Verna Mae Bretschneider, Kelly Southard

Guests Present: Kirk Roberts

Approval of Minutes: The minutes of the March 8, 2004 were reviewed. Motion made by Ray Tricarico to approve as submitted. Seconded by Greg Leitz. Minutes approved as submitted.

Staff Report: Jenni reported that the Intermediate program was going well. They will be starting rotations in July. The evaluations are coming back great.

Several training classes are coming up.

Combined bridge class at REMS

Combined bridge class in Caroline in June

PEPP class at Lifecare

BTLS in Culpeper – June 19, 20, 2004

ALS Field Internship Extension Requests:

David M. Morris (6-month extension request) – missing 2 traumas. Motion made by Lori Knowles to grant extension. Seconded by Greg Leitz. Extension request approved.

Kirk Roberts – Finished CT class in February. He is also precepting in ODEMSA where he lives. He only needed a multi-system trauma call. He runs with Providence Forge Rescue and ran a multi-system trauma call while at home. Would like for that call to count here. His REMS preceptor approved and recommends that it count. His preceptor recommended he also get 2-3 additional calls. Motion made by Ray Tricarico to accept his call at home as his trauma call. Seconded by Lori Knowles. Motion passed.

ALS Instructor/Coordinator Requests:

Initial Endorsement

1. Michael J. Lawson
2. Al Materia

Michael Lawson has turned in application only – tabled until all information is turned in. Al Materia was voted on last month. He has now turned in all required information.

Recertification Endorsement

1. Amy Hobart
2. Ray Tricarico

All information has been turned in for both. Motion made by Lori Knowles to approve both. Seconded by Verna Mae. Motion passed.

Exemption Requests: None

Sub-Committee Reports:

Skills Performance Guidelines – Kelly presented a revised draft of the proposed guidelines for review. Several revisions were suggested. Motion made by Ray Tricarico to accept as amended. Seconded by Greg Leitz. Motion passed. Will be forwarded to OMD committee for review and approval.

One-Year Requirement for ALS Certification Course Enrollment – will be forwarded to OMD committee in June, as they have not had a meeting.

Protocol Committee – There are some changes and corrections that need to be made. Ray also has a list of changes. Jenni will get with Dr. Garth to get some dates to meet and let the others know.

Protocol Advanced Skills Training - Spotsylvania County has theirs signed off. Caroline has sent theirs to their OMD for review. The individual counties are still working on them.

New Business: CT Class complaint – read letter from Gretchen Fidler – no recommendations were made and no actions were taken. A copy of the letter will be sent to the course coordinator.

Ray Tricarico brought up a situation regarding Rod Frasier. He is an EMT that is moving to Brandy Station. Ray was inquiring what he would need to do to be released. He will need to go to Dr. Crovatin and his committee for approval.

ALS/EMT Basic Programs Audit: Updates

REMS Intermediate Course

LOW EMT-B Course – Greg has done, paperwork pending.

LOW Enhanced Course – Being done on weekdays, Greg will do this summer

Port Royal EMT-B Course

Culpeper County EMT-B Course (Co. 11)

REMS BOD Action Items: None

Adjournment: Meeting adjourned at 8:12 p.m. **The next meeting will be July 12, 2004, 7:00 p.m. at Fredericksburg Fire Department, Station 2, Altoona Drive.**