

**RAPPAHANNOCK EMS COUNCIL
GUIDELINES & TRAINING COMMITTEE**

MINUTES

**July 10, 2006
REMS Training Center**

Call to Order: The meeting was called to order by Jenni-Meade Cochran at 7:05 pm

Roll Call and Recognition of Guests: Mark Garnett, Lori Knowles, Jenni-Meade Cochran (staff)

Excused: John Brandrup, Greg Leitz, Dave Morris, Kelly Southard, Charlie Williams

Approval of Minutes: Lori Knowles made a motion to approve the May 8, 2006 Minutes as written. Mark Garnett seconded the motion. The Minutes were approved as written.

Staff Report: Given by Jenni-Meade Cochran. Jenni-Meade Cochran advised of upcoming training. The next REMS Intermediate and EMT Basic Courses will open for registration soon. PEPP and GEMS are also scheduled for the Fall. Flyers were sent to all Instructors/Coordinators about the Office of EMS EMT Instructor/ALS Coordinator/Emergency Operations Instructor Update on September 9, 2006 in the REMS Training Center and the EMT Instructor Practicals on August 19, 2006. The Proposed Training Schedule for FY2007 was given to the Committee members.

ALS Field Internship Extension Requests: Lori Knowles made a motion to approve Krystle Curtis request for a 6-month extension of her ALS Release Program pending approval of her preceptor. Mark Garnett seconded the motion. The motion was approved.

ALS Instructor/Coordinator Requests: Mark Garnett made a motion to endorse Jennifer Ammann as an ALS Coordinator for the REMS region. Lori Knowles seconded the motion. The motion was approved. Lori Knowles made a motion to re-endorse Chris Corbin, Pam Bertone and Linda Harris as ALS Coordinators in the REMS region. Mark Garnett seconded the motion. The motion was approved.

Exemption Requests: none

Sub-Committee Reports:

- 1) Protocol Committee – The next Protocol Sub-Committee meeting has been scheduled for Monday, July 17th, 2006 at 1:00 p.m. in the REMS Training Center.

Unfinished Business: Jenni-Meade Cochran presented the revised ALS Coordinator Policy to the committee. The sentence “This should include documentation of knowledge experience, current or former instructorships held, documentation of teaching experience, and EMS background” was deleted under 1.a. of the Application Procedure for the ALS Coordinator Re-Endorsement section. The sentence “Should an ALS Coordinator allow the certification to expire, he shall repeat the endorsement process” was deleted under 4. of the Application Procedure for the ALS Coordinator Re-Endorsement section. Mark Garnett made of motion that the edited ALS Coordinator Policy be forwarded to the Board for approval. Lori Knowles seconded the motion. The motion was approved.

All Protocol revisions will be discussed at the Protocol Sub-Committee meeting on Monday. The Disaster Committee has asked the Protocol Sub-Committee to look into a protocol for Pandemic Flu and Large-Scale Events. Lori Knowles will look into the State Trauma Triage Plan for insight.

Jenni-Meade Cochran asked the committee members to turn in any completed monitoring forms. Extra blank forms were dispersed.

New Business: President, Kevin Dillard has asked for the Guidelines and Training Committee's input on making Hazardous Materials Awareness a mandatory part of the EMT curriculum. A discussion ensued. The committee believes that the Council should make this class more readily available to all EMS personnel and launch a campaign to promote initial and recert training. Lori Knowles made a motion for the REMS Council strongly recommend Hazardous Materials Awareness for those taking an EMT-Basic or higher training course in accordance with State and National regulations. Mark Garnett seconded the motion.

Mark Garnett made a suggestion that the Council put together a CD to send out to the EMS agencies regarding Skills Drills. The CD should include the skills sheets, the Skills Drills document, and a PowerPoint on how to set up, schedule, and complete the skills drills. Jenni-Meade Cochran will work on this project for the next meeting.

ALS/EMT Basic Program Audit: Lori Knowles will monitor the EMT-Intermediate Course in Stafford County.

REMS BOD ACTION ITEMS: none

For the Good of the Order: none

Adjournment: Mark Garnett made a motion to adjourn the meeting. Lori Knowles seconded the motion. The meeting was adjourned at 8:09 p.m. The next meeting is scheduled for Monday, September 11th at 7:00 p.m. location TBA.