



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
152 STATE HOUSE STATION
AUGUSTA, MAINE
04333



JOHN ELIAS BALDACCI
GOVERNOR

ANNE H. JORDAN
COMMISSIONER

JAY BRADSHAW
DIRECTOR

BOARD OF EMS MEETING
NOVEMBER 4, 2009
DECHAMPLAIN CONFERENCE ROOM

MINUTES

Members Present: Tim Beals (chair), Steve Diaz (ex-officio), Wayne Werts, Joe Conley, Richard Doughty, Paul Knowlton, Judy Gerrish, Roy Woods, Lori Metayer, Bob Hand, James Ryan, Percy Thibeault, Ken Albert

Staff: Jay Bradshaw, Dawn Kinney, Alan Leo, Jon Powers, Drexell White

Regional Coordinators: Steve Corbin, Donnie Carroll, Rick Petrie, Joanne LeBrun

Office of Attorney General: Laura Yustak Smith, AAG

Guests: David Robie, Steve Bunker, Dan Batsie, Michael Mirisola, Eric Wellman, Kelly Roderick

1. Introductions not necessary.
2. Minutes

MOTION: To approve the minutes of the September 2, 2009. (Doughty; second by Gerrish)
Unanimous

3. Public Comments – none
4. Old Business – none at this time
5. New Business
 - a. Legislative & Budget Updates – Jay reported that the budget forecasts continue to be revised downward and in significant amounts. In an earlier exercise, each bureau was asked to identify individual projects, including costs and the consequences of elimination. But then more recently each department, and each bureau that receives General Funds, was given a target amount to cut, based upon the percentage of General Fund money they received. The target for DPS was ~ 1.1 million for the remainder of FY10 and ~ \$1.2 million for FY11. The target for Maine EMS was ~ \$250,000 in each fiscal year.

Working with Commissioner Jordan, a proposal was developed that identified \$175,000 in one-time savings during FY10. To meet this amount, the Journal of Maine EMS will only be available as an online publication, and various projects

funded by special revenue funds will be eliminated. One of these projects is the subsidy to help local EMS services and hospitals purchase equipment used for electronic run reporting. Funding for this project will continue thanks to a grant from the Bureau of Highway Safety.

- b. Medical Director Report - H1N1 is an active topic in every region with considerable activity in preparedness, vaccination, continuity of operations, and potential non-hospital care sites.

MDPB approved a protocol and program for Basic EMT's to administer intranasal vaccine during the 2009/2010 flu season. MEMS is updating the program material and will distribute once completed.

Medical Director Overview Course was held October 17, at MaineGeneral in Waterville, with 12 physicians present. The program was well received and discussions are underway to work on presenting this program at various locations around the state.

- c. Investigations Committee

MOTION: For the Investigations Committee to approve the minutes of the 10/7/09 Investigations Committee meeting. (Doughty; second by Knowlton) Unanimous

MOTION: For the Board to ratify the Investigation Committee minutes from 10/7/09 with the amendment regarding James Norton, finding that he failed to disclose previous criminal convictions. (Albert; second by Woods) Unanimous

MOTION: To accept the final report for Sterling Ambulance and to terminate the Consent Agreement. (Doughty; second by Werts) Unanimous

- d. Operations Team – Rick Petrie reported that at the Ops meeting, discussions included H1N1, budget, and contractual issues, along with an update of activities within each region.

- e. Committee Reports

- i. Education – Dan Batsie reviewed the report from the Education Committee regarding restructuring which were made to address both changes in the regional contracts, training center approval, and attendance/quorum issues. Education goals for the coming year are: 1) Develop and review the gap analysis with the new education standards, 2) to review CEH standards and categories, 3) to work with MDPB on education issues surrounding protocol changes, and 4) to work on the requirements and roles of Instructor/Coordinators.

MOTION: To accept the Education goals for the coming year. (Thibeault; second by Albert) Unanimous

MOTION: To accept the changes in the Education Committee structure, as proposed with the addition of a hospital representative, and to clarify that the position listed as a "Public Representative" will be an "Educator At Large" position. (Werts; second by DiPietrantonio) Unanimous with one abstention (Woods)

- ii. EMD Committee – Drexell reviewed that annual report of the EMD Committee and priorities for the coming year which are to work on QA reporting benchmarks, and provider and public awareness about EMD.

MOTION: To approve the EMD work plan with the addition of working on issues surrounding H1N1. (Woods; second by Albert) Unanimous

MOTION: To approve the composition of the EMD Committee with the addition of a position for an ex-officio physician representative. (Woods; second by Gerrish) Unanimous with one abstention (Ryan).

MOTION: To support the recommendation of the EMD Committee and write a letter to the Emergency Services Communications Bureau requesting that the Bureau provide financial support to purchase and maintain/support the Faircom and CAD interface software used in conjunction with Pro QA and AQUA software. (Werts; second by Woods). Unanimous with one abstention (Ryan)

- iii. EMSC – Kelly Roderick reported that the EMSC Committee has continued to meet in spite of not receiving grant funds for the current year. In September, the Committee met with representatives from the federal EMSC program and that National EMSC Resource Center to discuss how Maine compared with the required Performance Measures. Maine is eligible to apply for a competing state partnership grant for the coming year. The grant guidance was expected to be released in mid-September; however, that has not yet happened.

Jay expressed his concern with the grant requirements as explained during that meeting, and the narrow focus of how EMSC funds can be used. He also reported that there may be other funding opportunities to support programs that no longer meet the EMSC grant restrictions that may be less burdensome to obtain.

Kelly was thanked for her years of ongoing dedication to EMSC and assured that as Maine EMS moves forward in other areas (e.g. protocols and education standards), that the needs of children will continue to be a part of those projects.

- iv. Exam Committee – Drexell reported that the goals for the Exam Committee are to scheduling a joint meeting with the Education Committee to keep apprised of changing education standards that could affect examinations, to develop a review plan for Training Center model for exam results for 2010, to work to setup a bi-annual meeting with the National Registry to keep apprised of Registry developments as they pertain to the needs of Maine EMS, to continue revision work on the Exam Administrators Manual, as necessary, and to review the expectations of the Psychomotor Skills Evaluation.
- v. Data Committee – Jon reported that the Committee has been working on updating the MEMSRR data elements, which continues to be one of the goals for the coming year. Other goals include working with services, medical directors, and providers on QA issues. Proposed data changes will be presented to the Board at a later meeting.

Motion: To approve the Data Committee goals and work plan. (Doughty; second by Woods) Unanimous

MOTION: To approve the proposed Data Committee structure with the addition of a position for “EMS Administration”. (Albert; second by Knowlton). Unanimous

- vi. Dawn reported that the Investigations Committee has been very busy this year. Among the common themes are unlicensed practice and failure to disclose convictions. There was discussion among Board members about the Committee

composition and whether term limits should be considered for this and all Committees. It was agreed that while there may be merit in having term limits, that should be the focus of a separate project.

- f. TCAP Site Review Process – on behalf of the MEMS staff, Drexell presented a request to the Board to modify the Training Center Approval Process and allow certification to be awarded based upon a successful off-site application review by staff, with an on-site review to be conducted within 18 months of the approval date. There was some concern that 18 months was too long, and Jay indicated that the goal would be to do the site visits after classes had been conducted, most likely 6-12 months after approval.

MOTION: To approve the issuing Training Center approval based upon a satisfactory review by Maine EMS of the application material, while also retaining the authority to conduct an onsite review prior to approval as deemed appropriate by Maine EMS. (Woods; second by Doughty) Carried with one opposed (Werts)

- g. Waiver Requests – staff is working on a waiver of the 12 lead EKC for EMT-Intermediate services. However, based upon discussion with the AAG, this will be tabled until a future meeting to allow staff to assemble supporting information.
- h. Other – on behalf of the Maine EMS staff, Dawn requested a modification in the Out of Drug Box policy that would allow a service medical director to sign the necessary agreement. The current policy requires signature of the regional medical director.

MOTION: To approve a change in the Out of Drug Box policy and accept the signature of either a service or regional medical director. (Woods; second by Thibeault) Unanimous)

6. Staff Reports – Jay reported that applications are being accepted for the Training & Education Coordinator position.
7. Other – the annual EMS Town Meeting will be held during the Mid Coast EMS Conference at the Samoset on Friday, November 13, at 6:00 PM.

Adjourned at 12:45