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DEPARTMENT OF PUBLIC SAFETY
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MICHAEL P. CANTARA
COMMISSIONER

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DIRECTOR

EMD Advisory Committee Meeting
October 19, 2006
Parquet Room, MCJA, Vassalboro

Minutes

Members Present: Stephanie Gibbs, Brian Gregoire, Kathy Blagdon, Dave McKelway,
Linda Dunno, Steve Bunker
Staff: Drexell White

1. Call To Order

The meeting was called to order at 9:35 a.m.

The minutes of the September 14, 2006 meeting were reviewed.

Motion: To accept the September 14, 2006 meeting minutes (McKelway; second by Gregoire - carries 4-0-0 Dunno & Bunker absent for vote)

2. Old Business

A. Maine EMD Application Process

The EMD service and individual certification applications have been distributed to PSAPs. Two service applications and 6 individual applications have been received to date.

Drexell White stated that questions have been received about the service Quality Assurance plans as well as general process questions. He stated that the quality assurance process and training will be a large part of the system's development after the hurdles of certification are met.

Steve Bunker indicated that he is working on Quality Assurance requirements for dispatchers, in general. He and Drexell have discussed the need to align dispatcher and EMD QA into a coordinated package.

B. ESCB Training Needs Assessment

Steve Bunker reported that 11 classes (at least three of each type – MPD, Power phone and NECI) are scheduled between now and the end of the year. He stated that enrollment has been good.

C. Maine NECI Protocol – Update

Drexell White reported that the NECI/Maine protocols have been completed and approved by Maine EMS. The NECI protocol has also been converted to a Power point presentation format for use by instructors and instructor trainers. NECI is in the process of printing course materials and card sets.

D. Legislative Update

Draft legislation for refining the EMD statute has been submitted by Maine EMS. The most substantial part of the legislation involves clarification about non-PSAP EMD services and the need to either designate PSAPs as the sole provider of EMD or extend the regulatory requirements to all entities engaged in EMD.

The legislation will also remove specific yearly hour requirements to allow more Board flexibility in setting certification requirements and changing the term “certification” to “license” when referring to the authority granted to a service or individual to provide EMD.

Other parts of the EMS bill submitted will add a representative of EMD services as a member of the Maine EMS Board.

E. Quality Assurance/Quality Improvement (QA/QI)

It was acknowledged by the committee that developing a QA/QI system is a significant challenge. The use of QA/QI in EMD varies from service to service as do methods. Drexell indicated that QA/QI development has been a long process in EMS and expects that EMD will take time, as well. He asked for committee input regarding specific QA/QI present in Maine EMD and indicated that he will be seeking information about the different forms of QA/QI currently employed by Maine EMD services.

F. Committee Composition

Drexell reported that he has received favorable comments on making the EMD Advisory Committee a standing committee of the EMS Board. He asked members about the composition and slate of members to be forwarded to the EMS Board for consideration.

The committee discussed composition and decided that at this time it was appropriate to maintain positions representative of each of the 3 types of EMD programs used in Maine.

Motion: To recommend to the Maine EMS Board that the EMD Advisory Committee become a standing committee of the Board with the membership and composition, as follows:

<i>Stephan Bunker</i>	<i>State 911 Operations Manager (Maine ESCB)</i>
<i>Linda Dunno</i>	<i>PSAP Manager</i>
<i>Stephanie Gibbs</i>	<i>Medical Priority Dispatch User</i>
<i>Peter Bragdon</i>	<i>NECI User</i>
<i>Kathy Blagdon</i>	<i>PowerPhone User</i>
<i>Brian Gregoire</i>	<i>Line Emergency Medical Dispatcher</i>
<i>Tim Beals</i>	<i>EMS Agency Manager</i>
<i>Dr. David McKelway</i>	<i>EMS Physician</i>
<i>New-vacant</i>	<i>Non-PSAP Provider of EMD Service</i>

(McKelway; second by Gibbs – motion carries 6-0-0)

Drexell also asked the committee to think about quorum number, and meeting dates and locations. To the extent possible, committee members would prefer to hold EMD advisory committee meetings on the same day and in the same locations as other meetings that may bring them to the area (e.g., Maine NENA, Maine State 9-1-1 Council)

3. New Business

4. Next Meeting

The next meeting will be held on Thursday November 16, 2006 at 9:30 a.m. at Maine EMS in Augusta.

5. Adjournment – The meeting was adjourned at 10:45 a.m.

Respectfully submitted,
Drexell White