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STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
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MICHAEL F. KELLY
COMMISSIONER

JAY BRADSHAW
DIRECTOR

**Examination Committee Meeting
Tuesday, February 16, 1999
Maine EMS Conference Room, Augusta
Minutes**

Present: J. LeBrun, J. Vaniotis, E. Ekholm, D. Bahr, J. Coiley,

Absent: T. Beals, B. Zito, R. Doughty, J. Caron

Staff: D. White

1. Call To Order - The meeting was called to order at 9:38 a.m.

D. White noted that B. Zito and J. Caron made prior notification that they would be absent from the meeting. J. Caron had also notified Maine EMS of J. Coiley's presence at this meeting. J. Coiley is the Office Manager for Aroostook EMS and will be representing the region on behalf of J. Caron (at this meeting).

- A. Introductions - Jody Coiley, representing Region 5, was introduced.
- B. Assign Timekeeper - J. Vaniotis agreed to be timekeeper for the meeting.
- C. Additions/Deletions to the Agenda
 - ◆ Exam Committee Vacancy (White)
 - ◆ Kennebec Valley Exam Committee Concerns (White)

2. Minutes - January 19, 1999, meeting minutes - review for acceptance

The minutes of the January 19, 1999, meeting were reviewed.

MOTION: TO ACCEPT THE MINUTES OF THE JANUARY 19, 1999, MEETING (Ekholm;Vaniotis - Motion Carries).

3. Old Business

A. First Responder Curriculum - Examination Considerations

D. White reviewed the Committee's work to date. He then distributed a draft document entitled *Maine EMS Scope of Practice Enhancements to the National Standard Curriculum for First Responder - Exam Considerations and Recommendations*. White indicated that he had drafted

the document intending that it would give the Committee the opportunity to review; comment; and subsequently approve a document; which could then be forwarded to Dwight Corning as the Committee's recommendations to the Maine EMS Board.

The Committee then began review of the document. **Consensus reached during the discussion was that the evaluation for currently licensed First Responders may be accomplished as part of the transition program rather than requiring a separate evaluation.**

There was extensive discussion regarding the time requirements for the evaluation section of the transition program. There was disagreement as to whether the Committee should put forth a time requirement for the evaluation section of the transition program. Some members believed that the Committee should include "per student" time requirements while other members thought that it was the responsibility of the transition program Instructor Coordinator (IC) and regional office to determine the appropriate time requirements.

Other comments/concerns included:

- When will First Responder Exams be scannable". D. White will check with NREMT
- Questions to NREMT (regarding current First Responder Exam) as to whether the new skills will conflict with the NREMT Exam - can we review exam?
- Should there be an additional written exam for new First Responders - as an enhancement to the current exam.
- Liability issues concerning Maine EMS' approach to evaluation.
- There is a need to update the Exam Committee mission.

D. White will forward a second draft to Committee members prior to the next meeting

Due to the importance of this agenda item, Committee consensus was to continue to discuss this topic (which continued to be discussed to the end of the meeting).

B. Examination Process/*Examination Administrators Manual*

Tabled - Work will commence at the December meeting with the section entitled "*Instructions to the Candidates*" (Page 13).

- C. Enhanced Intermediate - Tabled
- D. Examiners Materials/Evaluation - Tabled
- E. Practical Exam Rotation Record - Tabled
- F. Intermediate/Paramedic Skillsheets - Update - Tabled

4. New Business

- A. Examination Accommodation Policy - Tabled
- B. KVEMS Concerns - Tabled
- C. Exam Committee Vacancy - Level III Instructor - Tabled

5. Next Meeting

The next meeting will be held on March 16, 1999, at 9:30 a.m. at Maine EMS in Augusta.

- A. Set Agenda - Next agenda to include:

- Examination process/*Examination Administrators Manual*
- Intermediate/Paramedic Skill Sheets
- Practical Examination Rotation Record
- First Responder Curriculum - Examination considerations
- Enhanced Intermediate Proposal - Exam considerations
- Examination Accommodation Policy
- KVEMS Concerns
- Exam Committee Vacancy - Level III Instructor
- Examiner Evaluation/Materials

6. Adjournment - The meeting was adjourned at 12:45 p.m.

Respectfully submitted,

Drexell White