

Maine EMS Exam Committee Meeting

Tuesday, April 28, 2009

De Champlain Conference Room, Augusta

Minutes

Present: Jacky Vaniotis – Chair, Glen Targonski, Joanne LeBrun, Bob Hawkes, Kelly Roderick, Leah Mitchell, Gary Utgard, Sally Taylor (via teleconference)

Absent: Rick Doughty, Jeff Regis

Guest: Jan Brinkman

Staff: Drexell White

1. Call to Order

The meeting was called to order at 9:44 a.m. Jan Brinkman, Maine EMS Education and Training Coordinator was introduced to the committee members.

Jacky Vaniotis announced that she is stepping down from the Exam Committee as both Chair and member, indicating that she has accepted a new position at her place of employment that precludes her from continuing involvement with the Committee.

Jacky thanked the membership for their support and assistance. Committee members lauded Jacky for her leadership and dedication to the Committee and wished her well in her new endeavors.

It was noted that Jacky has been a member of the Exam Committee since 1998 and Chair since 1999.

An informal luncheon in Jacky's honor was held following the meeting.

A. Assign Timekeeper – Jacky Vaniotis

B. Additions/Deletions to the Agenda – New Chair

2. Minutes – March 24, 2009 meeting minutes - review for acceptance

The minutes of the March 24, 2009 meeting were reviewed.

Motion: To accept the minutes of the March 24, 2009, meeting (LeBrun; second by Hawkes - motion carries)

3. Old Business

A. EMT-Intermediate Item Analysis

Work continued on the EMT- Intermediate written exam item analysis. The committee performed a review on questions identified as “easy” and found that the questions were appropriate in content and structure. The committee identified questions that could be improved upon in future test versions, but the changes were not significant enough to warrant revision of the current test.

As part of its review, the committee reviewed questions found to be difficult (see 2/24/09 Exam Committee minutes) and easy (see above). The Committee subsequently determined that it had met its goal of reviewing questions at both ends of the EMT-I written test spectrum (easy and difficult) and found no changes were required in the current EMT-I written exam and that the questions are consistent with curriculum and defensible.

B. TCAP Overview

Jan Brinkman gave an overview of the TCAP process. Discussion ensued about the integration of testing into the Training Center model. Comments/questions/suggestions from committee members included:

- There needs to be an Exam Administrator for persons authorized to administer IPEs, EMT-Intermediate practical exams and EMT-Intermediate written exams;
- Revise the IPE scheduling form to include scheduling of Intermediate practical and written exams;
- Who is responsible for fees, payments to examiners, etc?
- Who reports exam results to Maine EMS?

The current exam process draft being worked on by Maine EMS staff has the exam approval process being between the authorized training center and Maine EMS. Staff will continue to work on the document and will schedule a joint meeting among regional coordinators, the exam committee, the education committee and Maine EMS staff to discuss options for testing in the context of the Training Center Approval Process (TCAP). The meeting is scheduled for 1:30 p.m. on Wednesday May 13, 2009 at Maine EMS.

C. Exam Administration Manual (EAM) Update – No Action

D. Bleeding/Shock Management Skill Sheets – Update

The Bleeding Control/Shock Management skill sheets for First Responder (FR), EMT-Basic and EMT-Intermediate have been revised. Examiner instructions have been revised for FR and EMT-Basic with EMT-I still to be done.

EMT levels now include tourniquet use, with the question of FR tourniquet to go to the Education Committee and Medical Direction and Practice Board (MDPB).

E. State Evaluator Compensation – No Action

4. To Do List – To be updated based upon the meeting

5. New Business

A. Other – New Chair

Drexell requested that committee members interested as serving as Chair send him an email of intent. Committee members will consider interested candidates for Chair and will make a recommendation for a new chair to the Chair of the Maine EMS Board.

6. Next Meeting

The next meeting of the Exam committee is scheduled for Tuesday May 26, 2009 at 9:30 a.m. at Maine EMS

7. Adjournment – The meeting was adjourned at 11:50 a.m.

Respectfully submitted,

Drexell White