



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



JANET T. MILLS
GOVERNOR

MICHAEL SAUSCHUCK
COMMISSIONER

SAM HURLEY
DIRECTOR

Education Committee

Wednesday
12 Aug 2020
0900-1130

Online via Zoom Conferencing due to COVID-19

Minutes

Members Present: Amy Drinkwater, Dennis Russel, Aiden Koplovsky, Brian Chamberlin, Dennis Russell, Stephanie Cordwell, David Mejia, Ben Zetterman, Mike Drinkwater,
Members Absent: Joanne Lebrun (excused), Paul Froman, Steve Merrill, Leah Mitchell (excused)
Staff: Chris Azevedo, Marc Minkler
Stakeholders: AJ Gagnon, Debbie Morgan, L'Easa Blaylock, Heather McGlaufflin, Fred Porter, Sally Taylor, Steve Smith

“The mission of Maine EMS is to promote and provide for a comprehensive and effective Emergency Medical Services system to ensure optimum patient care with standards for all providers. All members of this board/committee should strive to promote the core values of excellence, support, collaboration, and integrity. In serving on this Board/Committee, we commit to serve the respective providers, communities, and residents of the jurisdictions that we represent.”

I. Call to Order:

- a. Introductions and roll call

II. Approval of Minutes:

- a. Approval of July 2020 minutes- Tabled until next month

III. Additions/Deletions to Agenda:

- a. I/C licensure requested by Dennis Russell. This is already included on current meeting agenda.

IV. State Update:

- a. Chris Azevedo
 - i. Had a death in the family and has been out of state due to this. Will also be out of state next week for same reason. Subsequent travel to the Maine EMS office to collect and address documents sent via US Postal or other postal services will be limited by state required post travel quarantine.
 - ii. Due to operations under COVID conditions, the Maine EMS office is not staffed every day. If you are sending items in via snail mail, processing may

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● **Support** ●

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● **Integrity** ●

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be delayed. Due to quarantine, I will not be able to go into the office until the end of the month. Jessica Ricciardelli is scanning exam results as she finds them when she comes in, and I am verifying them from home office.

iii. PSEs

1. These are going well. There was a hot wash at last month's Exam Committee meeting for the benefit of all in attendance.
 - a. The state of New Hampshire is still not doing BLS exams. The Maine EMS office had a NH candidate email the office asking to take her exam in Maine.
 - b. Dennis Russell discusses the possibility of having the PSE Administrators scanning PSE RESULTS back to the office upon completion of the exam, in order to mitigate the processing slow-down due to COVID. This may be possible.

iv. Forms updates

1. Office is reviewing application forms in Image Trend and making updates to them
2. This will apply to forms downloadable from the website also.
3. Focus is completing the change to fully online applications where possible.

v. MEMSEd

1. Working on a COVID swabbing course
2. Updating Introduction to OLMC course from a request to do so
3. Looking at an additional content development program. Current one is Storyline 3. "Easy Generator"

vi. New Training Centers

1. Have 3 inspections to do in the next few weeks. Will be in contact with those TC directors regarding inspections soon.
2. In the process of reviewing new TC applications, I have noticed the TC manual needs to be updated badly. I'd like to prepare a list of issues to

vii. EMS-C

1. Marc Minkler discusses EMS-C Committee activities
 - a. Proposing mechanism for evaluation of pediatric skills/procedures.
 - b. Proposing development of Pediatric reference cards.

- viii. Brian Chamberlin makes note that on the MEMS website, under pandemic protocols, it's in bold that update on 28 July replaces all previous bulletins. However, there is no statement requiring masking for all patients for routine calls.

V. Old Business:

- a. Selection of Committee Co-Chair

- i. The Committee Chair has only received 1 request for consideration for position of Co-Chair for the Education Committee. This was from Aiden Koplovsky.
 - ii. Motion is made by Dennis Russell to accept Aiden Koplovsky as Co-Chair of the Maine EMS Education Committee. The motion is second by David Mejia. No discussion. Roll call vote. Motion is passed.
 - iii. Chris and Brian will pass up recommendation to Joe Kellner for confirmation.
- b. AVOC
- i. Brian Chamberlin has received feedback from two instructors, as well as from Joanne Lebrun regarding the current curriculum and also with regard to continuing the program as is, but with updates.
 - ii. Brian Chamberlin conducts discussion of course update process.
 - 1. He has reviewed the course slides and does not think updating the presentation will be a heavy lift.
 - 2. Recommends forming a sub-committee to do the actual updates.
 - 3. Dennis Russell
 - a. One of the primary concerns is “how do we make new AVOC instructors?”
 - b. David Mejia- Delta has the company do a train the trainer.
 - c. Dennis Russell recommends creating several pathways which should include
 - i. Initial training for new instructors
 - ii. Instructor reciprocity pathway for current instructors of programs that meet or exceed the AVOC standard
 - iii. Discussion on doing an action plan for this update project.
 - 1. Mike Drinkwater, Aiden Koplovsky and Fred Porter have volunteered to work on the update to the course content.
 - 2. Brian Chamberlin volunteers to write an action plan.
 - 3. Discussion of tracking personnel completion.
 - a. Ideas center around using Image Trend to do so.
- c. Clarification on Board Chair Kellner’s statement regarding legal counsel and committee meetings
- i. Joanne Lebrun had requested clarification of Joe Kellner’s statement regarding legal counsel and scheduling “emergency” and/or “additional” committee meetings. Mr. Kellner drafted an email response to the request for clarification, which read as follows:
 - 1. *“What I meant was that indeed, if the business warranted calling a committee meeting in an emergency manner (i.e. without adequate public notice), the committee indeed may do that. While not necessarily required, it is my very strong representation that we check with our legal counsel (Katie) to opine on whether or not the nature of the business needing to be conducted rises to the*

level of emergency thereby avoiding the traditional public notice requirement. Further, my point was that the committee should give as much notice as possible for their emergency meeting.”

- d. Committee DRAFT Vacancy policy
 - i. Policy reviewed and additions made by Committee.
- e. Protocol update lesson plan templates
 - i. Chris Azevedo has sent the lesson plan templates for each of the 2019 Protocol Update modules out to all committee members. These templates should be used for developing the lesson plans for the 2021 updates.
 - ii. Brian Chamberlin discusses correspondence he’s received regarding this working process with MDPB. He contacted Dr. Sholl and gotten further clarification on how the MDPB wishes to proceed.
 - iii. The MDs have been sending the draft protocols to Marc for posting.
 - 1. Chris Azevedo was asked if he can notify the education authors when their sections are available.
 - 2. It was also asked for Chris to send the latest section author list to Brian Chamberlin and Marc Minkler both.
 - iv. It could take 30-45 days to see the finished section on the webpage due to formatting, other work, etc.
- f. I/C language interpretation
 - i. Discussion regarding interpretation of “coordinated and supervised”
 - ii. Reciprocity
 - 1. Discussion
 - 2. Chris Azevedo was asked if he could send his Training Center Standards working document with his noted issues and recommendations to the rest of the committee.
 - 3. This will be discussed at the next meeting.

VI. New Business

- a. None

VII. Next Meeting

- a. Date and time: 9 Sep 2020, 0900

VIII. Adjournment: Motion to adjourn made by Dennis Russel and seconded by Amy Drinkwater. Meeting adjourned at **1130 hrs.**