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



MICHAEL SAUSCHUCK  
COMMISSIONER

J. SAM HURLEY  
DIRECTOR

## **Examination Committee**

**Tuesday**

**15 Jun 2021**

**0930-1130**

**De Champlain Conference Room, Augusta**

### **Meeting Minutes**

**Members Present:** Amy Drinkwater, Kelly Roderick, Joanne Lebrun, Sally Taylor, Cheri Volta, David Mejia, Rick Petrie, Ben Zetterman  
**Members Absent:** Jeremy Damren  
**Staff:** Chris Azevedo, Sam Hurley, Marc Minkler  
**Stakeholders:** Eric Wellman, L'Easa Blaylock, AJ Gagnon, Michel Mullin, Tracy Weed

*"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 - 0931**
  - a. Introductions and roll call.
  
- II. **Approval of Minutes**
  - a. Approval of May minutes. Motion to accept minutes by Amy. Seconded by Kelly. No discussion. Motion carried.
  
- III. **Additions/Deletions to the Agenda**
  - a. **None**
  
- IV. **State Update**
  - a. Education- Chris Azevedo
    - i. Prospective new Training Centers
      1. Maine Public Safety Training Institute- AEMT exams
    - ii. Updated PSE materials
  - b. Director Hurley
    - i. Finalizing Regional contracts.

## V. Old Business

### a. PSE Administrator program

- i. Chris Azevedo discusses PSE Admin availability issue and option of hiring additional PSE Administrators to account for attrition.
- ii. Director Hurley discusses financial and administrative options.
  1. Admin contracting requirements.
  2. Finances available to cover training new and/or additional Admins is limited. Discussion.
- iii. Chris Azevedo discusses a proposal
  1. Goal is to streamline PSE schedule to:
    - a. Maximize number of available seats filled
    - b. Reduce number of single digit exam cohorts
    - c. Maximize availability of current number of administrators

### iv. Rick

1. Didn't know Maine EMS was losing money. In the past, Exam Committee would get updates from Maine EMS regarding PSE Admin program and issues. Knew the exam process was not making money but didn't know it was losing money.
2. Can't not train more administrators because it isn't fair. Idea for Maine EMS to take over exams is good. Have to find a solution that involves having more administrators. Only other alternative is for MEMS getting out of exam business and letting skills be verified by the training programs.

### v. David Mejia

1. How does the state feel about getting out of the testing business?
  - a. Florida does the PSEs by the program, no state representatives.

### vi. Sally Taylor discusses COVID changes and improving efficiency and numbers of students testing at any event.

### vii. Tracy Weed

1. NMCC might have to be the exception because of their location.
2. Is root cause based upon facility itself, or staffing?

### viii. Eric Wellman

1. SMCC runs four exams a year, 35-45 candidates
2. Discusses number of stations in each exam. Uses AEMT and paramedic students to be more efficient. \$2500 to run an exam.
3. NMCC has to send candidates 6 hours away.
4. Southern Maine Community College can do about 45 candidates each exam.
5. Training Centers foot a lot of the costs, but this is the state's test.
6. Comes down to, is this a state office issue, or a training center issue? I don't think it's a Training Center issue. Perhaps to look at other models?

ix. Joanne Lebrun

1. Agree we all should work to that, coordinating small classes to be sent to other exams.
2. As an Administrator, I've noticed, we are required to visit each station. Because of that, it may be easy for an Administrator to fall behind in paperwork, depending on the numbers of stations at the exam. Efficiency begins to change based upon numbers of students.
3. Travel distances are an issue. Admins are only paid a modest sum that doesn't necessarily compensate for the distance and the time it takes to cover it.
4. The need to get candidates tested close to home is a challenge.
5. I don't think we've adjusted the exam fee for the actual cost of exams.
6. We don't need many new Admins, but we do need quality.
7. If there are current ideas for efficiency, we should continue to make the efforts.
8. If state chooses to take over testing, ability to recruit and pay examiners are additional expenses.
9. Michel Mullin
  - a. Concerned that some places have a need for EMTs and we won't be able to accommodate this to fulfill the need to conduct exams in the local areas.
  - b. Does seat limitations for scheduled exams have the potential to cap the number of programs that we can hold?
  - c. Host site for PSE takes on paying examiners. What about coordinating the exam? How would that work? Financial responsibility? United Ambulance Training Center doesn't charge for PSE- its part of their course tuition. Huge financial piece to cover that.

10. Sally Taylor

- a. Centralized exams could present challenges geographically and limit where classes might be held.

x. Joanne Lebrun

1. Shouldn't we figure out a way to move a bit forward?
  - a. MEMS talks to each Admin and coordinates while we're making plans.
  - b. Do we ask TCs to increase exam fee?
  - c. Do we work among ourselves to have a more efficient exam?
  - d. Do we go back to having the TC actually pay the Administrator?

2. Sally Taylor
  - a. Should there be a central gathering location?
  - b. We really only have 4 Admins
3. Michel Mullin
  - a. I really only ask for a heads up, for schedule and child care.
4. AJ Gagnon
  - a. Could we train program directors to cross-cover administration for exams?
  - b. In Aroostook county this has been a huge challenge.
  - c. Discussion on the question by the group.
5. Sam Hurley
  - a. It comes down to money required to provide initial training, which we are limited with.
  - b. I like several ideas. Discusses changes.
  - c. Rick Petrie
    - i. The difficulty comparing Maine to anywhere else, is that its difficult to compare requirements. I think we should train 3 Admins and I'm willing to work to help pay for that, and would put this up to other programs to see if they could do the same?
  - d. Eric Wellman
    - i. I've actually put in a request to see if there are means to do the same.
  - e. AJ Gagnon
    - i. If biggest roadblock is training can we do something different? Can we do abbreviated training? Can we do a zoom and then do without apprenticeship.
  - f. Michel Mullin gives perspective on On-the-job-training.
  - g. Sam Hurley
    - i. Rate setting is not without difficulty at the state level. This is work and I just want to be fair about compensation.
  - h. Marc Minkler from chat:
    - i. It would be interesting to consider some option for Instructor/Coordinators to gain CEH credit for re-licensure to assist at the admin level and payment for the effort would be getting the CEH credit. Also, I wonder if Rick's idea of sponsoring a payment for shadow could be a "scholarship" and make it cleaner rather than paying.
  - i. Joanne Lebrun discusses accommodating for personnel who would be willing to do uncompensated.

- j. Ben Zetterman
      - i. I've always volunteered and AJ has too. This could be beneficial. It's not about the money, it's about being fair to the students.
    - k. Eric Wellman
      - i. Asks Kelly Roderick how much training he'd need to do her job.
      - ii. Kelly Roderick- likely not much, because you'd been doing it with me for years.
    - l. Michel Mullin from chat:
      - i. I am looking for clarification: Is there still such a thing as a conflict of interest with PSEA's and any affiliation they may have with TC's? Joanne is right next door to UTC and we would love to have her as a PSEA but I was told in the past that would be a conflict of interest because United is Tri-County's Region. Is this not a thing anymore?
    - m. Chris Azevedo addresses inconsistencies between Administrator practices.
    - n. Joanne Lebrun
      - i. Maybe getting us together with your common questions would help to resolve this. We use to get together for meetings and we were not paid for those meetings.
    - o. Sam Hurley discusses a possible action plan regarding hiring one or two new Administrators using a training process for which they would not be paid.
- b. NREMT exam skills sheet changes (video and discussion)
  - i. Tabled
- c. Reviewing process for development of psychomotor skills portfolios
  - i. Tabled
  - ii. Approval
- d. Exam Scenario Revision Templates
  - i. The following personnel have volunteered for a work group as available:
    1. Sally Taylor
    2. Jeremy Damren
    3. Amy Drinkwater
    4. Michel Mullin
    5. Cheri Volta
    6. David Mejia
  - ii. Group will meet on 22 Jun 2021 for work on scenario templates. Will schedule an additional session as needed and give a progress update to the Committee at the July 2021 meeting.

**VI. New Business**  
a. **None**

**VII. Next Meeting**  
a. Date and Time: 20 July 2021

**VIII. Adjournment:** Motion to adjourn made by Ben Zetterman and seconded by Cheri Volta.  
Meeting adjourned at 1117 hrs.