

August 12, 2021

Wednesday, August 11, 2021

9:13 AM



Community Paramedicine Committee Meeting Agenda

August 12, 2021 at 9:30 A.M.

Virtual Meeting Held Via Zoom

“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 clinicians. All members of this committee should strive to promote the core values of excellence, support, collaboration, and integrity. In serving on this committee, we commit to serve the respective clinicians, communities, and residents of the jurisdictions that we represent.”

Member	Position	Present Y/N
Matt Sholl, MD	Medical Direction and Practices Board Member	y
Bruce Lowry, MD	Community Paramedicine Program Medical Director	y
Miles Villalobos	Municipal EMS Community Paramedicine Program	y
Sally Taylor	Non-Municipal Community Paramedicine Program	y
Vacant	EMS Training Center	
Vacant	Hospital Based EMS Community Paramedicine Program	

Lisa Larson	College / University	N
Susan Shorette	At-large Community Paramedicine Provider	y
Walter Reed	At-large Community Paramedicine Provider	y
Ellen McFarland	At-large	y
Brian Cashin	At-large	n
Elizabeth Rolfe	Home Health	y
Jonnathan Busko, MD	Hospital	n

1. Call to order
 - a. Ellen Read the meeting statement
2. Attendance
 - a. Committee Members
 - b. Maine EMS Staff
 - c. Guests
3. Public Comments
 - a. No comments
4. Additions or deletions to the agenda
5. Minutes
 - a. July CP Committee Meeting Minutes
 - i. Sally, motion to approve, second by Sue, abstain by Ellen otherwise unanimous
6. Old business:
 - a. Committee Chair Nominations
 - i. Questions were discussed about the role of the position
 - ii. The committee would like to have a chair and a co-chair
 - iii. Miles self-nominated as co-chair
 - iv. Dr. Lowry would put his name in as the Chair of the committee
 1. Motion by Sally to nominate Dr. Lowry as Chair, and Miles Villalobos as o-Chair, second by Dr. Sholl
 - a. Discussion - do we need a chair & a co-chair, or two co-chairs?
 - b. unanimous
 - b. Update on Open positions on the committee
 - i. These have been advertised and interest is due back by August 25th, 2021.
 1. Miles - Open positions, would like to chat about pleasant point situation separately, would like to see representation of the tribal system on the committee.
 2. Would like to add some items to the next agenda -

c. Goals and workplan

i. Current Work Plan

1. To advise the Maine EMS Board on standards for issuing an authorization to a service to conduct a Community Paramedicine Program.
 - a. This is in rule, monitoring,
2. To advise the Maine EMS Board on education standards for Community Paramedicine.
 - a. Work in progress, sent ideas to legislature
 - i. Walter, wants to get across, our system is working extremely well for them, secondly, they would not want to lose their CP folks due to not having the training.
 - ii. Miles spoke about the effect this will have on smaller services to adopt requirements on training, this is a different role, so this requires a different amount of training.
 - iii. Sally was in favor of training of all levels to provide Community Paramedicine. This has been taught across the state, it is sixteen hours and the cost is minimal.
 - i. This can be taught virtually, there are no skills attached to this.
 - ii. Could possibly find funding due to pandemic
3. To advise the Maine EMS Board on minimum requirements for data collection as it pertains to Community Paramedicine visits.
 - a. Work in progress, the CH module needs to be built out, will need to work on this with the new CP Coordinator
 - b. Dr. Lowry, this needs to remain front and center as we move forward, Miles agrees with Dr. Lowry
 - i. To effectively do this in our communities, we need to integrate into the larger health care system.
 - c. Do not want to do work twice, our commitment is to work in collaboration with the new coordinator
 - i. Keep this on the agenda as a permanent agenda item, motion by Miles, second by Ellen, unanimous
4. CP Procedures and CP Worksheet
 - a. This rolls into all of the pieces of the workplan. Do the CP clinicians understand the need, and how are we collecting the data
 - i. Sally, question, based on experience, was it difficult for office staff, as far as the committee, the committee is fabulous, would be weary of an agency developing their own, without the committee
 - i. Miles, agrees, sees this as a challenge, merge 4 into 3, make a motion.
 - ii. Current state of CP, modifications to each plan annually,

- iii. *bring this to August Meeting
 - 5. Provide an annual report to the Maine EMS Board
 - a. Not wordsmithing right now, but would like to see this as part of our workplan, to maintain a current understanding of the "State of CP". Present to the board, the data, but los other items, etc.
 - 6. Overall discussion about Data-Goals-Workplans
 - a. It would be helpful for where we are on the progress of the workplan. Dr. Lowry
 - b. Elizabeth, start with the end in mind, would like to participate in taking a look at the data collection process so we can maximize our ability to analyze impact
 - c. Miles - during the levels discussion,
 - ii. Deliverables
 - 1. See above
- 7. New Business
 - a. Interviews for open positions
 - i. We have a process for this.
 - 1. The applicant needs to meet the definition of the position
 - 2. We will have a Q&A session with each qualified applicant
 - a. We will keep it short, limited to three questions per applicant, and allow for follow up,
 - b. We allot 15 minutes for each Q&A session
 - i. We will need to assign a timekeeper for this
 - c. Applicants and members of the committee will be the only ones in the virtual meeting room at the time of the Q&A session, all other applicants and guests will be placed in the waiting room.
 - d. The committee can prepare a motion while in private session, but the motion needs to be made in open session with all members and guests in the virtual meeting room.
 - e. The committee should, when possible, send two nominations for each position to the Maine EMS Board Chair
 - i. The committee was asked to review this section prior to the next meeting.
- 8. Adjourn
 - a. Motion to adjourn at 11:07 by Sally Taylor

From

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