



JANET T. MILLS
GOVERNOR

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 Feb 2022

0930-1130

Online via ZOOM meeting platform due to COVID-19

Meeting address: <https://mainestate.zoom.us/j/460163384>

Minutes

Members Present: Sally Taylor, Rick Petrie, Jeremy Damren, Joanne Lebrun, Ben Zetterman, Kelly Roderick, David Mejia
Members Absent: Amy Drinkwater (excused), Cheri Volta
Staff: Chris Azevedo
Stakeholders: Eric Wellman, Don Sheets

"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** - 0934 hrs
 - a. Roll call and Introductions
- II. **Approval of Minutes**
 - a. Approval of January 2022 minutes.
 - i. Motion to approve the January minutes made by Rick Petrie and seconded by Jeremy Damren. No Discussion. Motion is carried.
- III. **Additions/Deletions to the Agenda**
 - a. None
- IV. **State Update**
 - a. Chris Azevedo
 - i. Have been on vacation and catching up on work.
 - ii. Director Hurley has passed an office policy/procedure for developing, collecting, and cataloging Maine EMS policies and procedures. The objective in doing this is to ensure transparency by publishing these for public access and ensuring our policies and procedures are up to date.

iii. NREMT

1. The NREMT stakeholder group for the ALS certification re-design project is conducting on-on one sessions with state EMS directors in the NASEMSO Northeast Region to discuss the project and get input. This is not a public meeting.
2. The NREMT will be transitioning to a new software platform for administering its cognitive online examinations. Shares his screen to show a process update graphic from NREMT and explains it.
 - a. There will be a temporary disruption in scheduling online proctored (OnVue) exams after 11 Apr 2022. This should resolve on or about 14 Apr 2022.
 - b. EMR level cognitive exams will be available as OnVue exams on 15 Apr 2022.
 - c. AEMT cognitive exams will only be available at Pearson Vue testing centers.
 - d. The EMT OnVue exam will be updated to use a computer adaptive (CAT) format and will reflect the same experience as when taking the exam in the Pearson Vue testing centers.
 - e. Beginning 15 Apr 2022, all BLS exams will have an OnVue option in addition to the Pearson Vue testing centers. All ALS exams will be administered at Pearson Vue testing centers only.
 - f. Joanne Lebrun, via chat:
 - i. Chris could you send us a copy of this info graphic or a link to the location? Thanks
 - ii. Chris Azevedo agrees to distribute after the meeting.
3. 2023 Protocol Update Cycle
 - a. Chris Azevedo discusses a clinical bulletin sent out by the Maine EMS Office announcing the start of the 2023 Protocol update Process.
 - i. As part of this process, Marc Minkler and Chris Azevedo have been working with the MDPB to develop an EMS Stakeholder Input form that can be distributed and used by all EMS stakeholders to suggest input for
 1. changes to existing protocols
 2. Additions to existing protocols
 3. New protocols
 - ii. The above form has been included in the clinical bulletin, which has been distributed to all Regional Coordinators and Regional Medical Directors, EMS

- services, Training Centers, and all licensed personnel, as well as all members of the MDPB.
- b. No other Maine EMS Office personnel updates.

V. Old Business

- a. PSE Replacement
 - i. Development of a work group sub-committee
 - 1. Sally Taylor discusses establishment of a focus group to develop the PSE replacement. Has had several discussions with Aiden Koplovsky, Chris Azevedo and Leah Mitchell (BLS Program Director). Work group tentatively could consist of Sally Taylor (Chair), Leah Mitchell (BLS Program Director, portfolio subject matter expert), Chris Azevedo (facilitator), and one additional member. This member might possibly be a BLS Instructor Coordinator, as they actually teach the curriculum.
 - a. Asks for comments and input on the work group.
 - i. Joanne asks what the expectations are for the sub-committee, as people decide whether or not they may have the time to be able to participate.
 - 1. Sally- discusses objective development and development of student minimum competencies for EMR/EMT and what the standards are for meeting the competency objectives.
 - 2. Joanne asks if the focus of the sub-group work would be digging into the details and reporting development items back to the Exam committee during the meetings.
 - 3. Explanatory discussion by Sally Taylor and Chris Azevedo. Various questions from the group are fielded.
 - b. Sally Taylor proposes reversing agenda items so that discussion of duties of subcommittee is tabled until after discussion of objectives. That way, objectives would be finished for the sub-group that will then be designated. The group agrees.
 - ii. Development of objectives for replacement process
 - 1. Sally Taylor discusses development of broader objectives that this process and presents some items which had been discussed.
 - a. Reliable
 - b. Valid
 - i. Discussion of the above two items by the group.

- ii. Sally Taylor suggests the above areas be tabled for further discussion at a later time. The group agrees to table the validity and reliability items for later discussion.
- c. Aligns with program national accreditation standards
 - i. Chris Azevedo
 - 1. This means that the option chosen would align with the standards and practices set forth for national accreditation of EMS programs.
 - 2. This does NOT mean that the option exactly matches but aligns with the basic intents.
 - ii. Sally Taylor Chris Azevedo will have the information for the sub-group, regarding how that would align? Chris Azevedo- yes.
 - iii. Discussion by the group ensues.
 - 1. Joanne asks which “national accreditation standards” would apply.
 - 2. Chris Azevedo- CAAHEP.
 - 3. Joanne suggests this should state CAAHEP, if this is the intent, to avoid programs aligning with standards for other professions.
 - 4. Sally Taylor suggests “...aligns with national EMS education standards.”
 - iv. Jeremy Damren makes the motion that the objective read “...aligns with national EMS education standards.” Motion is seconded by Ben Zetterman. No discussion. Motion is carried.
 - v. Another motion is made by Jeremy Damren to modify the above verbiage to “...aligns with National EMS program accreditation standards.” Motion is seconded by Ben Zetterman. No discussion. Motion is carried.
- d. Aligns with emerging best practices of certification/licensure, present in “peer” healthcare industries
 - i. Chris Azevedo is asked to, and explains, what this objective means.
 - ii. Discussion of the topic among the group ensues.
 - iii. This objective is tabled for the time being because it may not specifically be a portfolio objective.

- e. Satisfies requirements for national EMR/EMT certification
 - i. Discussion by the group.
 - ii. Sally Taylor suggests adding "...leading to EMS licensure in Maine" to the end.
 - iii. Joanne Lebrun asks whether or not it might be necessary at the end of the process, to update the EMS Board that it may be necessary to update the rules to allow the implementation and support for this process? I see that being different from satisfying requirements for national certification.
 - 1. Discussion regarding splitting into two objectives
 - a. Satisfying national certification
 - b. Advise the Board to update the Rules
 - iv. No motion made on the above for splitting the objective into two separate objectives as noted.
 - v. Discussion.
 - vi. Joanne Lebrun makes the motion that the objective, instead, read, "At the end of the process, assist the Board of EMS with rules revisions to accommodate licensing." Motion is seconded by Jeremy Damren. No discussion. Motion is carried.
- f. Supportable
 - i. Discussion. The inability to support the current PSE was obviously a big reason for looking for an alternative.
 - ii. Eric Wellman and David Mejia discuss aspects of supportability from both the Maine EMS side and the training center side.
 - iii. Sally asks the group if supportability needs to be an objective or is this something the sub-group can go back to looking at later.
 - iv. Joanne Lebrun suggests this should be revisited at a later time.
 - v. This objective is tabled for discussion at a later date.
- g. Is reviewed and updated periodically and regularly
 - i. Sally Taylor asks if this objective can be written for someone else, as the Exam committee will not exist in its current guise.
 - ii. Joanne Lebrun suggests that if this requirement is part of the accreditation standard, then there may not be a need to address it here in an objective.

- iii. Sally asks that if that is true, will this concept also be incorporated as part of a training center standard update?
 - iv. This objective is tabled for discussion at a later date.
 - h. Encompasses a statewide framework
 - i. The following are the characteristics which are to apply to all Maine EMS authorized training centers:
 - 1. Applies to all training centers
 - 2. Includes state-defined minimum skills competencies and standards (also will affect TC standards)
 - 3. Skills application scenarios
 - 4. Student Terminal Competency sign-offs
 - 5. Program Review
 - 6. Program QA- student outcomes, etc.
 - 7. Objective- includes measures to mitigate program and instructor/evaluator biases
 - ii. Joanne Lebrun asks to hear more about Items # 5 – 7 as they relates to developing a new process.
 - iii. Sally Taylor asks for perspectives on making this a statewide framework, as an objective.
 - 1. Discussion.
 - 2. Sally asks where the state defined minimum skills competencies and standards will come from. Chris Azevedo replies that, being an advisory committee, this item should be discussed by either the committee or in the sub-group.
 - 3. Sally Taylor suggests revising to state these should be state-approved minimum competencies.
 - iv. Skills application scenarios
 - v. At this point, Sally Taylor asks if there are any comments or discussion regarding the first four items that have been covered. No comment
 - vi. Student Terminal Competency sign-offs.
 - 1. Discussion.
 - vii. Sally Taylor suggests breaking down each item and discussing whether the item should be included. N
 - i. At this time, Sally Taylor suggests taking the objective (letter “h” above) and the first four items below it and make that one single objective.

- i. Joanne Lebrun makes the motion that the following should be one objective:
 - 1. “Encompasses a statewide framework
 - a. Applies to all training centers
 - b. Includes state-defined minimum skills competencies and standards (also will affect TC standards)
 - c. Skills application scenarios
 - d. Student Terminal Competency sign-offs”
 - 2. David Mejia seconds the motion. No discussion. Motion is carried.
 - j. Sally asks that, without finishing the remainder of the list of criteria comprising the statewide framework listed, is there enough guidance already present to begin the sub-committee and have them begin their writing process. The group concurs.
 - k. Motion made by Jeremy Damren that the remaining three items in the list be tabled for the next exam committee meeting. Seconded by Ben Zetterman. Discussion.
 - l. Jeremy Damren amends motion to read that the exam committee and sub-group will continue to review the objectives, refine, and define them as needed. Amended motion is seconded by Ben Zetterman. No discussion. Motion is carried.
 - m. Sally Taylor asks the group regarding presenting the objectives thus far to a working group.
 - i. Asks group regarding need for nominations to the group, or simply a motion from the group for the composition. Also asks for volunteers for participants.
 - 1. Jeremy Damren volunteers, if needed.
 - ii. Sally Taylor would like to reach out to Cheri Volta and Amy Drinkwater if they’d like to participate, as neither can be present for this meeting.
 - 1. Sub-group so far is: Sally Taylor, Leah Mitchell, and Jeremy Damren.
 - n. Sally Taylor asks that on subsequent agendas, update from sub-group be put on under old business.
- b. PSE Administrators- tabled due to prioritizing development of PSE replacement objectives.

- c. Exam scenario revisions-tabled due to prioritizing development of PSE replacement objectives.

VI. New Business

- a. Member attendance requirements-
 - i. Chris Azevedo reads requirements form Board bylaws
 - 1. "Committee members are required to attend 75% of meetings held, and to attend for the entire meeting. Any committee member may be removed by the Board Chair for cause, and termination of committee membership may be so voted by the Board after notice to the committee member as a consequence of the member's failure to attend three consecutive committee meetings."
 - ii. Sally Taylor- there was an overall question regarding whether an attendance policy existed for committees, and we wanted to provide an answer.

VII. Next Meeting

- a. Date and Time: 15 Mar 2022

VIII. Adjournment: Motion to adjourn made by Rick Petrie and seconded by Joanne Lebrun. Adjourned at 1128 hrs.

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EMS Education Coordinator Items

- A. Items for carryover to next month's agenda**
 - a. Update from sub-group on alternative and selection of options**
 - b. PSE Administrators**
 - c. Exam Scenario revisions**
- B. Action items for EMS Education Coordinator**
- C. Summary for report to the EMS Board**