



JANET T. MILLS  
 GOVERNOR

MICHAEL SAUSCHUCK  
 COMMISSIONER

WIL O'NEAL  
 DIRECTOR

**Board of EMS Meeting**  
 November 6, 2024, at 9:30 AM  
 Champlain Conference Room  
 Draft Minutes

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

Board Member	In Attendance	Late Arrival (if applicable)	Early Departure (if applicable)
Nate Allen	X		
Bill Cyr	X (virtual)		
Laura Downing	X		
Amy Drinkwater	X		
Judy Gerrish	X		
Brian Langerman	X		
Jack Lewis	X		
Brent Libby	X		
Julie Ontengco	X		
Matthew Sholl			
Steve Smith	PENDING REAPPOINTMENT		
Andy Turcotte	X (virtual)		
Christopher Whytock	X		
Kate Zimmerman	X		

Staff: Director Wil O’Neal, Deputy Director Anthony Roberts, Taylor Parmenter, Victoria Clyde, Alex Gibson, Amber McCormick, Anna Masefski, Darren Davis, Jason Oko, Melissa Adams, Robert Glaspy, Soliana Goldrich, Samantha Andrews

Stakeholders & Guests:

- In person: Joanne Lebrun, Rick Petrie, Chip Getchell, Robert Russell, Jason Peasley
- Virtual: AJ Gagnon, Bill Montejo, David Ireland, David Tauber, Dawn McAllister, Dennis Russell, Ed Moreshead, Fred Porter, Jason Cooney, John Duke, Matt St. Pierre, Aiden Koplowsky, Benjamin A Wallace Jr, Bill Lee, Chris Pare, Jesse Thompson, Jonathan Powers, Kevin Curry, Mike Senecal, Derek Booker, Stephen Smith, Steve Sloan, Tessa Byard, Don Sheets,

● **Excellence** ● **Support** ● **Collaboration** ● **Integrity** ●

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1. Introductions
2. Disclosure of any conflicts of interest  
Drinkwater is recused for the Rockport waiver.
3. Modifications to the Agenda  
None
4. Public Comments  
None
5. Investigations
  - a. Investigations Committee June 23, 2024, Meeting Minutes

**MOTION** to approve the minutes as submitted. (Drinkwater, seconded by Gerrish)  
(Yes) Downing, Drinkwater, Gerrish, Libby  
**Motion Carries**

6. Old Business
  - a. Meeting Minutes
    - i. October 2, 2024

**MOTION** to accept the minutes as submitted. (Libby, seconded by Langerman)  
(Yes) Cyr, Downing, Drinkwater, Gerrish, Langerman, Lewis, Libby, Ontengco,  
Turcotte  
(Abstain) Allen, Whytock  
**Motion Carries**

- b. Maine EMS Director Update:  
Given by Director Wil O’Neal.

The EMS Explorer Program has been rebranded to EMS ConnectME. The purpose of this program is to provide an accessible opportunity for Mainers to learn about the field of EMS, connect with their local healthcare and public safety partners, and serve their communities.

Positions update: Interviews have been completed for the Office Specialist position. The Education Coordinator position was reposted due to a lack of applications received. The job descriptions for the Regional Coordinator positions have been created; HR is now working to establish which job classifications these roles fit into. Best case scenario is that the position is posted by the end of next week. The Director’s goal is to have

Regional Coordinators hired by January 1<sup>st</sup>, though he recognizes it will be difficult. In the interim, Maine EMS staff will schedule meetings with current regional coordinators to facilitate the transition process.

Marburg Virus Disease poses an emerging disease threat. If a patient presents with symptoms within Maine, they need to be brought safely to Portland in order to meet with the response team from Massachusetts General Hospital in Boston. The Director emphasizes the need for a response plan across Maine before the next pandemic hits.

The EMS system in Maine has recently been covered on WABI, as well as with the Maine Monitor.

c. Medical Directors' Update

Given by Statewide Associate Medical Director Dr. Kate Zimmerman.

Protocol Updates are underway. Webinars have been scheduled for stakeholder input.

K9 Protocols are being worked on in the background. An Operational Bulletin will be released when they are ready.

There is a Saline fluid shortage due to recent hurricanes. Dr. Zimmerman recommends judicious use of IV saline.

d. Discussion of Board and Committee Membership

- i. The Board reviewed the Board and Committee member report from August, 2024.

e. Review of the Data Committee Memo

- i. This item was tabled from last meeting.
- ii. The Data Committee has done tremendous work since last year, but most members need to be re-seated. The Committee has also struggled to have a quorum 75% of the time.
- iii. The Director expressed strong support for continuing the work of the Data Committee.

The Board discussed necessary seats for the Data Committee.

**MOTION** to restructure the Data Committee to include a Community Paramedicine Service representative, an ALS representative, a BLS representative, a

*member of the MDPB, an Emergency Service representative, a Transfer Service representative, a Hospital representative, and an EMD representative. (Libby, seconded by Whytock)*

(Yes) Allen, Cyr, Downing, Drinkwater, Gerrish, Langerman, Lewis, Libby, Ontengco, Turcotte, Smith

**Motion Carries**

- f. Update on Chapter 26: Community Grant Program
  - i. Chapter 26 governs the distribution of a \$200,000 grant allocated by the legislature in a previous session. The rule previously went through the Rulemaking process, but failed in Form and Legality at the Maine Attorney General's office. Then it had to restart the rulemaking process from the beginning, which delayed the Rule's implementation.
  - ii. In §3: Application Cycle, the Rule states that the Board must designate the funding application cycle, and post it on the Maine EMS website.
  - iii. In §4: Evaluation Panel, the Rule states that the Board must create an ad hoc subcommittee to serve as an evaluation panel.

**MOTION** *to open the Community Grant Program application for a period of December 2<sup>nd</sup>, 2024, through January 23<sup>rd</sup>, 2025. The application will include the minimum requirements listed in Chapter 26. (Libby, seconded by Ontengco)*

(Yes) Allen, Cyr, Downing, Drinkwater, Gerrish, Langerman, Lewis, Libby, Ontengco, Turcotte, Whytock

**Motion Carries**

- g. Update on the Jackman Pilot Project
  - i. The Board invited Rick Petrie, COO of Northeast Mobile Health, to speak about this project.
    - 1. Mr. Petrie reported that an updated submission has been sent for review. He requests that the Board reapprove the CAIP services to be resumed with support from a panel of Maine-licensed physicians contracted by Northeast Mobile Health Services.
  - ii. The Board's legal counsel advised that the Board may not have authority through LD1858 to extend this project because St. Joseph's Hospital is no longer a partner. The Board's legal counsel also questioned whether the newly-submitted proposal is covered under the legislation, which clearly states that it applies to the application submitted in October, 2021. The Board's legal counsel advised that the Board is not authorized to approve this proposal.

- iii. The Board discussed the limitations of using a private physician practice group compared to the oversight and resources of a hospital group.
- iv. The Board invited Bill Montejo, Director of the Division of Licensing and Certification at DHHS, to speak about the Penobscot Community Health Center.
  1. Director Montejo reported that the Jackman pilot project is subleasing space from the health center. He stated that this is more similar to a standalone urgent care facility, over which the Maine EMS Board has no authority.

**MOTION** to rescind the Maine EMS Board's approval for the Critical Access Integrated Paramedic Program in Jackman, Maine. (Libby, seconded by Drinkwater)

(Yes) Allen, Cyr, Downing, Drinkwater, Gerrish, Langerman, Libby, Ontengco, Whytock

(Abstain) Lewis, Turcotte

**Motion Carries**

10:55 am – the Board Chair directed for a 5-minute recess without objection.

7. New Business

- a. Consideration of adoption of Chapter 19: Community Paramedicine, Basis Statement for the rulemaking, and response to public comment received.

**MOTION** to adopt Chapter 19's basis statement for public comments and the rule as submitted, finding no substantive changes since the public comments, as submitted from the Rules Committee. (Libby, seconded by Cyr)

(Yes) Allen, Cyr, Downing, Drinkwater, Gerrish, Langerman, Lewis, Libby, Ontengco, Turcotte, Whytock

**Motion Carries**

- b. Rockport Waiver Request

Drinkwater and Allen are recused.

**Summary:** Rockport Fire Department approached Maine EMS about obtaining a license to be a transporting service. Rules Chapter 3, §5.2.e require that an applying agency provide with its application a study, dated within 60 days, evaluating the service area's need for a transporting EMS agency. Rockport is requesting a waiver of the study component of their application because they have had two prior surveys (dated 2015 and July 2024).

Libby asked the Board the list of questions from Maine EMS Rules, Chapter 13, §2:

1. Whether the person or organization seeking the waiver took reasonable steps to ascertain the rule and comply with it:
  - a. **Board Response:** No  
And does this weigh in favor of granting the waiver?
  - b. **Board Response:** No
2. Whether the person or organization seeking the waiver was given inaccurate information by an agent or employee of the State EMS program:
  - a. **Board Response:** No  
And does this weigh in favor of granting the waiver?
  - b. **Board Response:** Yes
3. Whether the person or organization seeking the waiver, or any other individual or group, would be significantly injured or harmed if the rule were not waived:
  - a. **Board Response:** No  
And does this weigh in favor of granting the waiver?
  - b. **Board Response:** No
4. Whether waiver of the rule in the particular case would pose a health or safety risk to the public at large or a particular individual or community:
  - a. **Board Response:** No  
And does this weigh in favor of granting the waiver?
  - b. **Board Response:** No
5. Whether waiver of the rule in the particular case would establish a precedent that would unduly hinder the Board or Office of EMS in its administration of Maine's EMS System:
  - a. **Board Response:** Yes  
And does this weigh in favor of granting the waiver?
  - b. **Board Response:** No

**VOTE** to approve the waiver.

(Yes)

(No) Cyr, Downing, Gerrish, Langerman, Lewis, Libby, Ontengco, Turcotte, Whytock

**Waiver does NOT PASS.**

- c. Review of Board Preparation Process
  - i. The Board invited EMS ConnectME Program Coordinator and interim Maine EMS Board Liaison Anna Masefski to discuss the process for preparing for Board meetings.
  - ii. In summary:
    1. Any items that need to go on the agenda for a Maine EMS Board meeting must be submitted to the Board Liaison by no later than **Tuesday at 4:30pm** the week before the Board meeting.

2. Any materials that accompany an agenda item for a Maine EMS Board meeting must be submitted to the Board Liaison by no later than **Wednesday at 4:30pm EST** the week before the Board meeting.
3. Items and materials submitted after these deadlines are subject to the Chair and Director's discretion, and may be moved to the following month's meeting.
4. Meeting materials will be shared via Sharepoint with Board members on the Thursday before the Board meeting. Members of the public can find non-confidential Board meeting documents on the Board's website at: <https://www.maine.gov/ems/board-materials>

8. Other

- a. Next Board meeting is on December 4<sup>th</sup> beginning at 9:30am. This meeting will be in person.

**Meeting adjourned at 11:50 AM.**