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STATE OF MAINE  
DEPARTMENT OF PUBLIC SAFETY  
MAINE EMERGENCY MEDICAL SERVICES  
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MICHAEL SAUSCHUCK  
COMMISSIONER

WIL O'NEAL  
DIRECTOR

**EMD Committee Meeting**  
**Thursday, January 16, 2025, 09:30**

**Zoom Meeting:** <https://mainestate.zoom.us/j/87569618203>

**MINUTES**

- i. Call to Order at 09:35
- ii. Attendance
  - a. Committee Members: Tim Hall (Chairperson), Laura Downing, Dakota Turnbull, Dan Mayotte, Melinda Fairbrother-Dyer, Cindy Rossi
  - b. MEMS Staff: Melissa Adams
  - c. Stakeholders & Guests: David King, Aaron Stewart, Barbara Archibald, Scott Ruf, Jessica Milliken, Nick Piskopanis, Sarah Batteese, Brad Timberlake, Kyle Ellis
- iii. Maine EMS Mission Statement

*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 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 providers, communities, and residents of the jurisdictions that we represent.*
- iv. Public Comment: None
- v. Modifications to the Agenda: None
- vi. Previous Meeting Minutes – October 17, 2024

**MOTION** to accept as presented. (Downing, Turnbull)  
**PASSED** unanimously.
- vii. EMS Office Update
  - a. Staffing
    - i. Deputy Director Roberts left the office; this position was grant-funded and will not be filled. We have made an offer to an individual in California for the Education Coordinator position. The Maine EMS Office is restructuring the Regional Offices/Manager, and several internal staff have applied for the four open positions, so we expect some shift in the office in the near future. Erin Ludwig is our new office associate.
  - b. CAD Integration Project

Jason Oko is working with ImageTrend and one EMD Center at a time to facilitate CAD integration with MEFIRS, beginning with Spillman users. Melinda

● **Excellence**

● **Support**

● **Collaboration**

● **Integrity**



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shared that there was no heavy lift for the center during their integration, but she found that their EMS and Fire partner agencies were unaware of the project or how it benefits them. Dan Mayotte proposed that Maine EMS draft a guidance document with FAQs or talking points that can be shared at Chief's meetings for direct communication.

c. Maine's Crisis Response Policy and MPDS Protocol 41

Protocol 41 training and implementation are not optional; they are already approved for use in the Medical Director Authorization. Administrators will receive instructions for EMDs to complete the training with a voucher code by the end of this week. There is no established timeline for implementation, but it should be initiated and completed as soon as possible. The vouchers cover the full cost of the training and have been funded by the Maine Office of Behavioral Health.

The Crisis Response Policy remains optional for all agencies. These two programs can be operational together or implemented separately.

viii. ESCB Update

- a. Two EMD classes will occur simultaneously because the maximum number of participants per class when they are held virtually is 15.
- b. The updated 2025 training schedule is posted on the ESCB website.
- c. c. The Spring QA review is hybrid at the ESCB/Zoom on April 25, 9 a.m.- 5 p.m. It will cover some QPR, P41, AQUA 8, and EFD updates.
- d. If anyone needs to get into a Q class, contact Kyle for remote options.
- e. There is an EMD refresher at Brunswick PD on April 10.

ix. Old Business

a. Membership Vacancies

The EMS Board has directed staff to create a generic application for all of the committees. This digital form is available now on the Maine EMS "Committees" webpage and is being beta-tested for a newly formed committee. Once the Form is updated for all committees and the Board has reviewed it, Melissa will make an announcement regarding open membership vacancies. Our membership guidance document is slightly different from the process that this digital form presents, so we will need to review that document.

b. EMD Center Renewal – Data Review

We included a set of questions in the biannual EMD Center license renewal to acquire data on which agencies have adopted the Crisis Response Policy and which agencies are dispatching mental health resources directly. The responses were distributed, and in summary, ten of the twenty-eight centers have adopted the crisis transfer policy; of those, five also dispatch mental health resources directly; six other centers dispatch mental health resources directly; and twelve centers don't have or utilize either resource.

c. Phoenix Awards Criteria

The criteria were updated based on feedback received since the last meeting, and we added a graphic to make it easier for someone reviewing a call for eligibility

based on the criteria. Maine EMS will try to identify potential cases for agencies to review for the Phoenix Awards in early April, so we may be able to present them at the NENA Conference on May 8.

- d. AED Registry – Sample Letter/Email for AED Verification
  - i. Melinda shared that CCRCC has worked with their Fire Departments in each community to identify a point person there to manage their community's AEDs.
  - ii. Some shared that when they called PulsePoint for assistance with implementation, they reached someone who was trying to sell them the PulsePoint Responds product. Melissa will update the Implementation Guidebook with Christine Erickson's direct email. Christine is our liaison with PulsePoint and is familiar with our project.
- e. Protocol 41 – Sample QA Policy to Support Optional KQs and General Caller Management
  - i. A smaller group will work together to draft a sample policy and bring it back to the committee. Rachel Bicknell, Laura Downing, Melissa Adams, David King.

x. New Business

**MOTION** to adjourn at 10:36. (Mayotte, Fairbrother)

**PASSED** without objection.

Next meeting is (off-schedule due to the IAED Navigator Conference) May 1, 2025, at 09:30.