



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

WIL O'NEAL
DIRECTOR

EMD Committee Meeting
45 Commerce Dr., Augusta; Dix Conference Room (DPS)
Thursday, May 1, 2025, 09:30
Zoom Meeting: <https://mainestate.zoom.us/j/87569618203>

MINUTES

- i. Call to Order at 09:30 by Chairperson Tim Hall
- ii. Attendance
 - a. Committee Members: Tim Hall (Chair), Cindy Moore-Rossi, Laura Downing, Jenni Michaud, Monique Pomeroy, Dan Mayotte, Melinda Fairbrother-Dyer
 - b. MEMS Staff: Melissa Adams
 - c. Stakeholders & Guests: Jace Poulin, Brad Timberlake, Cindy Bailey, Aaron Stewart, Sarah Batteese, Scott Ruf, Kyle Ellis, Rachel Bicknell, Mike Labbe, Cory Golob,
- iii. Maine EMS Mission Statement (Chairperson)

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. Membership resignations – Dakota Turnbull, Tara Doe
MOTION to accept the resignations. (Downing, Moore-Rossi)
No opposition.
PASSED
- vii. Previous Meeting Minutes – January 16, 2025
MOTION to approve (Michaud, Downing)
No opposition.
PASSED
- viii. EMS Office Update
 - a. Staffing
Rob Glaspy, one of two Substance Use Disorder Coordinators, is transitioning to the Region 1 EMS Manager role. Melissa Adams, one of two licensing agents, is transitioning to the Region 2 EMS Manager role and will continue to be the EMD Program Coordinator. Jason Oko, the Data & Preparedness Coordinator, is

● **Excellence**

● **Support**

● **Collaboration**

● **Integrity**

PHONE: (207) 626-3860

TTY: (207) 287-3659

FAX: (207) 287-6251

With offices located at the Central Maine Commerce Center, 45 Commerce Drive, Suite 1, Augusta, ME 04330

transitioning to the Region 3 Manager role and will continue to be the ImageTrend Administrator. The office will be filling the licensing agent position and seeking applicants with a background in EMS and EMD.

- b. CAD Integration Project
There are no updates on the CAD-ImageTrend (MEFIRS) integration project.
 - c. Maine's Crisis Response Policy
The 911-988 Stakeholder group continues to meet regularly. It is usually every other week, but we have cancelled our last two sessions while the contracted coordinator and the Office of Behavioral Health work together on a report due to the legislature this session. That report will be made public.
 - d. MPDS Protocol 41
Maine EMS has done some outreach to remind EMD Centers that this training and implementation are required and should be completed as soon as possible. If anyone has trouble with either part, please contact Melissa Adams or Jason Scott, our Implementation Specialist with Priority Dispatch.
- ix. ESCB Update
- a. The Q Review on April 25 was well attended. The next one is scheduled for October 10.
 - b. EMD and EFD Refreshers are scheduled twice each year and added to the ESCB training schedule.
 - c. The first QPR Session wasn't well attended but those who did attend found it beneficial. These sessions will be scheduled quarterly for at least the next year and longer if the need continues.
- x. Old Business
- a. Membership
MOTION to accept the document with changes made during the meeting which remove redundancies with the new general committee application that Maine EMS has implemented and revise the wording from "two" to "at least one" letter of recommendation. (Mayotte, Fairbrother-Dyer)
No opposition.
PASSED
The committee decided that the application deadline will be advertised and set to July 3, 2025. An off-cycle meeting will be scheduled for July 10, 2025, at 09:30 to conduct interviews.
 - b. Phoenix Awards Criteria Review
 - i. Revisions were made to wording in step 2 of the Phoenix Award evaluation document to facilitate a broader recognition for EMDs who may not have initiated CPR instructions but more likely than not contributed to the successful outcome for a patient that suffered a cardiac arrest in the pre-hospital setting by responding appropriately to the information they had available at the time of the call.
 - c. AED Registry – Sample Letter/Email for AED Verification

- i. New Hampshire's AED Registry Coordinator shared several templates for communicating with AED owners about the registry. Melissa will add these to a project folder in the Committee's SharePoint and ensure that all members have access to review and propose revisions to share them with PSAPs as a model after our next meeting.
 - ii. Dan advised that Vassalboro has acquired heated AED boxes and generated discussion about where PSAPs are with the PulsePoint integration. CAD sharing GIS addressing data to ProQA is shared as the primary barrier, either because the CAD vendor is not responding to the request to facilitate this or because the PSAP is in the process of switching or updating CAD as a priority before this takes place.
 - d. Protocol 41 – Sample QA Policy to Support Optional KQs and General Caller Management
 - i. Melissa will engage the sub-group established at the last meeting to work on this.
- xi. New Business: None
- xii. **Adjourn**
 - a. **MOTION** to adjourn at 10:25. (Downing, Fairbrother-Dyer)
No Opposition.
PASSED
 - b. The off-cycle interview meeting is on July 10, 2025, at 09:30.
 - a. The next regular meeting is July 17, 2025, at 09:30