

## Maine EMS Transfer and Transport Committee

### Meeting Minutes

Date: July 14, 2025

Time: 2:04 PM – 2:50 PM (Start time 2:04 PM)

Location: Zoom

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#### 1. Call to Order

Bill Cyr called the inaugural meeting of the Transfer and Transport Committee to order at 2:04 PM.

#### 2. Reading of the Maine EMS Mission Statement

Bill Cyr read the Maine EMS mission statement.

#### 3. Attendance & Introductions

Bill Cyr requested attendees introduce themselves and state their reasons for participating.

##### Attendance:

- |                   |                      |
|-------------------|----------------------|
| • Bill Cyr:       | • Dr. Taylor Klein   |
| • Joe Kellner     | • Dr. Matthew Scholl |
| • Andi McGraw     | • Anthony Roberts    |
| • Chip Getchell   | • Robert Glaspy      |
| • Chuck Hogan     | • John DeArmond      |
| • Dr. Pete Tilney | • Ashley Moody       |

**Members Absent:** AJ Gagnon

#### 4. Conflict of Interest Disclosures

- **Joe Kellner** disclosed a potential conflict of interest, as the committee's outcomes could impact the organization that employs him.
- **Chip Getchell** disclosed a potential conflict, noting that Delta Ambulance runs a pilot project for critical care patients that could be affected by the committee's work.
- **Bill Cyr** disclosed a potential conflict due to his employment with LifeFlight.

#### 5. Modifications to the Agenda

Bill Cyr asked for modifications to the agenda. None were offered.

## 6. Public Comment

Bill Cyr asked for public comment. None were offered.

## 7. Prior Meeting Minutes

There were no prior meeting minutes, as this was the first meeting of the combined committee.

## 8. Old Business

There was no old business.

## 9. New Business

### A. Review of Purpose of the Committee

- Bill Cyr reviewed the committee's charge from the Maine EMS Board.
- **Purpose:** To review and create a model system of care for Critical Care Transport (CCT), PIFT, SCT, and IFT.
- **Deliverables:** The committee will provide deliverables to the Maine EMS Board regarding hospital and provider education, system efficiency, scope of practice (including potential licensure levels for agencies and providers), protocols, medical direction, and QA/QI.
- **Initial Focus:** The committee will begin by focusing on Critical Care Transport (CCT) for both agencies and individuals.
- **Timeline:** In response to a question from Joe Kellner, Bill Cyr stated the timeline is open-ended but was initially discussed as an approximately two-year period.

### B. Nominations for Chair

- Bill Cyr clarified that he is serving as the Maine EMS Board liaison, not the committee chair.
- Nominations for chair will be accepted for the next 10 days.
- Members should email nominations to Rob Glaspy.
- The vote for chair will occur at the next meeting.

### C. Future Meeting Date/Time

- After noting scheduling difficulties, the committee agreed to a standing monthly meeting time.
- **Decision:** The committee will meet on the **second Monday of the month at 2:00 PM.**

#### D. Discussion of Next Steps & Committee Focus

- **White Paper:** Dr. Matthew Scholl explained the history of the committee, noting that the MDPB (Medical Direction and Practices Board) had presented a white paper on Critical Care Transport to the EMS Board in September 2024, which led to this committee's formation.
- **Action Item:** Rob Glaspy will distribute this white paper to the committee members.
- **Homework:** Bill Cyr urged members to review the white paper and research the CCT licensure requirements in other states, some of which are listed in the document.
- **Key Issues:** The committee's initial work will be to define the scope of a CCT agency and determine what agency-level and paramedic-level CCT licensure will look like.
- **Goal:** The goal is to develop a comprehensive CCT system for ground transport. Bill Cyr noted that Chapter 4 (Air Medical regulations) can serve as a model for education and other standards.

#### E. Discussion on IFT Protocols

- Robert Glaspy relayed a question from the chat about developing an IFT protocol section, similar to New Hampshire's, and updating the interfacility decision tree.
- Dr. Scholl advised that the interfacility transport tree should be updated *after* this committee completes its work, as its findings will significantly impact the tree.
- Dr. Scholl also noted that if the committee wishes to pursue IFT protocols, it must make a formal recommendation to the MDPB, as that body is responsible for protocol development.

#### F. Discussion on Timelines and Resources

- Joe Kellner expressed concern that the CCT work could take a long time, delaying other important IFT challenges. He proposed setting target dates at the next meeting.
- Bill Cyr agreed and suggested a timeline could be established at the next meeting. He recommended the committee address agency-level licensure first, followed by personnel-level licensure.
- Chip Getchell emphasized that any new system must be adequately resourced, noting the significant financial investment required for CCT. He cautioned that the system must be sustainable for both hospitals and EMS services.
- Bill Cyr agreed, stating that resource and cost considerations are critical to building a sustainable system that agencies can participate in.

#### G. Next Meeting Details

- The next meeting must be held **in person** at the Maine EMS office.

- This is required to complete the committee's remote participation policy, which will allow future meetings to be held via Zoom.

#### 10. Adjournment

- **Motion by:** Joe Kellner
- **Second by:** Chip Getchell