



Maine EMS QI Committee Meeting Minutes

Date: September 17, 2025

Time: 13:35 (1:35 PM)

Location: Remote Meeting

1. Call to Order

a. **Time:** 13:35

2. Reading of the mission statement

a. **Mission Read:** Chip Getchell read the Maine EMS Mission Statement and reiterated the core values of excellence, support, collaboration, and integrity.

3. Attendance

a. Committee Members Present: Chip Getchell (Chair), Beth Collamore (Dr. Almar), Benjamin Zetterman, Brian Langerman, Joanne Lebrun, Dwight Corning, Rob Sharkey, Melinda Dyer (Fairbrother-Dyer), Alan Henschke.

b. Committee Members Absent: Oliver McKenzie (Member, not present), Dr. Scholl, Stephen Smith.

c. Staff & Guests: Jason Oko (Maine EMS Staff), Darren Davis, Polly Wood (Warren EMS Director).

d. Personnel Updates:

* Kate Zimmerman (former Associate Medical Director) is no longer with the committee.

* Jack Lewis (new Associate Medical Director) will be contacted regarding his committee intention.

* Maine EMS Office Hiring Update (Jason Oko): A temporary hiring freeze is expected to be lifted soon, allowing the office to advertise for three new positions funded in the budget:

* The fourth Regional Manager position.

* An additional Licensing Agent (with a focus on EMD licensing).

* A Community Paramedicine position.

4. Public Comments

a. No public comments were made.



5. Modifications to the agenda

a. None noted.

6. Previous Meeting Minutes

a. **Status:** Tabled (Not discussed/voted on).

7. Old Business

a. QI Manual (Draft Review)

Discussion Point	Summary of Discussion	Action Item / Status
<p>i. Policies and confidential protections (p. 10, Sec 1.42)</p>	<p>Joanne Lebrun raised concern regarding the protection of QI notes, noting a recent subpoena and an estimated 10-15 year-old law change that may have removed ironclad confidentiality protections in Maine. Alan Henschke confirmed this issue based on a PWW legal update.</p>	<p>Action: Jason Oko will contact the Assistant Attorney General (AAG) for a comprehensive legal opinion on the confidentiality, FOIAbility, and discoverability of QI documents.</p>
<p>Just Culture (p. 33, Sec 4.4)</p>	<p>Discussion confirmed that while "Just Culture" protects against unfair discipline for honest mistakes, it does not protect against discipline for "willful wanton negligence" or "intentional noncompliance." The manual should be amended for clarity.</p>	<p>Status: To be clarified in the next draft.</p>



<p>Critical Incident Review (p. 48)</p>	<p>Joanne Lebrun suggested balancing examples to include "brilliant outcomes" (e.g., successful improvisation) alongside negative outcomes to ensure the review process covers learning from successes.</p>	<p>Status: To be considered in the next draft.</p>
<p>Feedback/Follow-up Calls (p. 52)</p>	<p>Joanne Lebrun suggested adding template language for follow-up calls to help services avoid implying blame or offering medical device.</p>	<p>Status: To be considered in the next draft.</p>
<p>ii. Please review and be prepared to make a roll call vote on this document next month.</p>	<p>The committee agreed that, due to the critical nature of the confidentiality questions requiring AAG clarification, a vote next month is highly unlikely and risks rework. All members are still requested to read the entire document but a vote will be postponed until the legal revisions are incorporated.</p>	<p>Status: VOTE POSTPONED. All members to read the document.</p>

b. QI Measures (Statewide Development)

Discussion Point	Summary of Discussion	Action Item / Status
<p>i. To incorporate all levels of clinician and service licensure</p>	<p>Chip Getchell reiterated the desire for measures to be inclusive, covering all license levels and</p>	<p>Status: Guiding principle for measure selection.</p>



	transporting/non-transporting services.	
ii. How are we going to use them?	Chip Getchell opened discussion on how the measures will be used (state-led, service-led, or regional role), noting that the role of regions in QI is still unclear.	Status: To be determined after measure selection.
iii. Can we crosswalk the QI measures listed in the protocol update with our measures and come up with a list that would be useful to our leaders?	Joanne Lebrun suggested leveraging the suggested QI indicators presented in the new protocol update, which Dr. Collamore had created to emphasize changes.	Action: Jason Oko will compile the indicators from the protocol slide decks and a prior document (from Kate Zimmerman) to crosswalk them with the committee's current list.

8. New Business

a. NEDS (New England Donor Services QI Project)

Discussion Point	Summary of Discussion	Action Item / Status
Statewide QI Project Proposal	Jason Oko proposed a large-scale, positive QI project focused on increasing NEDS referrals following a substantial rise in referrals (43 vs. 18 in a similar timeframe) since MEFIRS data collection began.	Action: Jason Oko will distribute a formal concept proposal/outline for the NEDS QI project to the committee for discussion at the next meeting.



Barriers	Discussion identified key barriers as time and the erroneous clinician belief that they must discuss donation with the family, often logging a non-referral as "out of respect for the family."	Next Steps for Project: Develop specific education, potentially including tools like VR/AI training for communication (Rob Sharkey mentioned a similar grant-funded project) and simple stickers/badge buddies with the referral number.
Board Mandate	It was noted that if this is to be an official Maine EMS-required project, it may need to be formally adopted by the Board.	Status: To be addressed in the proposal and future discussions.

9. Next Meeting

- a. **Date:** October 15, 2025 (Tentative)