



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

Maine Emergency Medical Services
Licensing Board Meeting

October 17, 2025
Champlain Conference Room
45 Commerce Dr., Augusta, ME

MINUTES

- I. Call to order by Jason Cooney at 09:00
- II. Introductions
 - a. Members: Joe Kellner, Don Sheets, Laura Sandred, Daniel Rose
 - b. Staff: Jason Cooney, Melissa Adams, AAG Samantha Andrews, AAG Katie Warwick
- III. New Business
 - a. Orientation/Training
 - i. Understanding Licensure and Licensing Board Roles and Responsibilities, presentation by Jason Cooney
 - ii. Conducting Board Business, including FOAA Awareness by Samantha Andrews
 - b. Consider the Election of an Interim Board-Chair
MOTION to nominate Joe Kellner. (Sheets, Rose)
Yes: Sheets, Sandred, Rose
No: None
Abstain: Kellner
PASSED
 - c. Consider the Adoption of Limited Orders of Delegated Authority to Board Staff
MOTION to approve the delegation of authority to issue letters of guidance in certain circumstances. (Rose, Sheets)
Discussion included proposed grammatical changes, and Kellner proposed an amendment to approve the delegation of authority through the next EMS Licensing Board meeting, where staff will present data on the historical use of the delegation order.
Rose and Sheets agreed to the amendments.
AMENDED MOTION to approve the delegation of authority to issue letters of guidance in certain circumstances with an expiration date of November 20, 2025, and a scheduled reevaluation at the next EMS Licensing Board meeting.

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Yes: Sheets, Sandred, Rose, Kellner

No: None

PASSED

MOTION to approve the delegation of authority to issue licenses to applicants with criminal convictions. (Sheets, Sandred)

Discussion included a request for friendly amendments:

Rose proposed removing the bullet, stating “Convictions for which incarceration for less than one year may be imposed and which directly relate to the trade or occupation for which the license or permit is sought.”

Kelner proposed to approve the delegation of authority through the next EMS Licensing Board meeting, where staff will present data available regarding the historical use of the delegation order.

Amended MOTION to approve the delegation of authority, striking the language quoted, with an expiration date of November 20, 2025, and a scheduled reevaluation at the next EMS Licensing Board meeting.

Yes: Sheets, Sandred, Rose, Kellner

No: None

PASSED

d. Consider the Adoption of a Remote Participation Policy

MOTION to approve the policy as drafted. (Rose, Sheets)

Kellner shared that, based on his experience, the efficacy of this type of Board decreases with remote participation and encouraged regular, in-person meetings and active participation, understanding this provides the flexibility that may be needed.

Yes: Sheets, Sandred, Rose, Kellner

No: None

PASSED

IV. Adjourned at 11:31

The Committee declared that the meeting schedule shall be a topic on the next agenda. The next meeting date is TBD by the staff and the availability of a public meeting space.

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