



## 20251119-Maine-EMS-QI-Committee-Minutes

**Date:** November 19, 2025

**Time:** 1:32 PM (Meeting called to order)

**Location:** Virtual Meeting

### 1. Call to Order

"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 clinicians. 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 clinicians, communities, and residents of the jurisdictions that we represent."

The meeting of the MANIES QI Committee was called to order by Chip Getchell at 1:32 PM.

### 2. Reading of the Mission Statement

The Maine EMS mission statement and the core values of the committee (excellence, support, collaboration, and integrity) were read.

### 3. Attendance (Roll Call)

#### a. Committee Members Present

- Chip Getchell (Chair), Beth Collamore, Melinda Fairbrother-Dyer, Brian Langerman, Joanne Lebrun, Rob Sharkey, Benjamin Zetterman

#### b. Committee Members Absent

- Alan Henske, Dwight Corning, Dr. Matthew Sholl, Dr. Jack Lewis (Maybe)

#### c. Maine EMS Staff

- Jason Oko, Darren W. Davis

#### d. Guests

- Jace Poulin, Heather Carney, Michael Reeney

### 4. Previous Meeting Minutes

- **September 2025 Minutes:**
  - **Motion to accept:** Chip Getchell
  - **Second:** Brian Langerman
  - **Vote:** Passed Unanimously (7-0).
- **July Minutes:** The minutes will be updated to the new format, redistributed, and deferred until the next meeting.
- **Updated Format Feedback:** The new format, including the inclusion of action items and a "parking lot," was approved by the committee.

### 5. Old Business

#### 5.1 Quality Assurance/Quality Improvement (QAQI) Manual Review

The discussion centered primarily on the legal and confidentiality aspects of QI documentation.

- **Confidentiality and Discoverability:**



- Joanne Lebrun argued that the manual must clarify that while QI notes are protected from **Freedom of Access (FOAA)** requests per M.R.S. §91B, they **are subject to subpoena** and other judicial processes.
- Darren W. Davis agreed, noting that the medium of the information (MEFERS electronic notes vs. handwritten notes) does not determine discoverability.
- **Committee Decision:** The committee agreed to eliminate the detailed legal conversation from the manual and replace it with a **disclaimer** advising agencies to **consult their own legal counsel** for specific guidance on discoverability and confidentiality.
- **Team Membership for EMT Services:**
  - Dr. Collamore requested guidance for EMT-level services (who are not required to have medical directors) on who to include in their QI structure.
- **Inclusion of Dispatch (EMD) in QI:**
  - Melinda Fairbrother-Dyer advocated for formally including dispatch in the QI process to ensure a start of call to end of call review, but concerns were raised about over-saturating the limited number of dispatch centers.
  - **Proposed Solution:** Suggest that EMS agencies should reach out to their dispatch center to obtain the determinant code and review outcomes. Jason Oko suggested exploring a high-level technical solution with ImageTrend to potentially grant EMDs access to outcome data.
- **Other Document Updates:**
  - Rob Sharkey suggested keeping references to data sources generic (e.g., "current NEMSIS standard" instead of "NEMSIS 3," and "PCR vendor" instead of "ImageTrend") for future-proofing the document.
  - The manual should include a **revision date** (e.g., 2030).
  - Concerns were noted regarding the complexity and potentially misunderstood **Just Culture** terminology within the document.

## 6. New Business

### 6.1 New England Donor Services (NEDS) Project Update

Michael Reeney provided an update on the results of mandatory NEDS referral data collection in MEFIRS:

- **Referral Spike:** Since the end of July (approx. 3.5 months), referrals have surged to **119 referrals and 14 donors**, significantly surpassing the total of the previous year and a half combined.
- **Education Gap:** Data shows providers are incorrectly engaging families in the donation discussion. NEDS policy is that providers should **not** have the donation discussion.
- **Next Steps:**
  - The project will be prioritized as the committee's **first official statewide CQI measure**.
  - Jason Oko will work with Michael Reeney to develop a "crisp" educational recording, break it into **micro-learning components** (2-3 minutes), and publish it on MEMSEd.



- The goal is to propose this as a **board-approved, mandatory statewide QI project**.

#### 7. Future Agenda and Action Items

| Responsibility | Item  | Status                |
|----------------|---|-----------------------|
| Jason Oko      | Update the July minutes to the new format and redistribute.   | Prior to next meeting |
| Jason Oko      | Wordsmith the confidentiality section with a legal disclaimer/referral in consultation with legal counsel.              | Prior to next meeting |
| Jason Oko      | Develop critical incident review and patient follow-up script templates.  | Prior to next meeting |
| Jason Oko      | Schedule and record a crisp NEDS micro-learning webinar with Michael Reeney.  | Ongoing               |
| Jason Oko      | Bring back a summary of current QI Committee membership, open positions, and alignment with the new regional structure. | Next meeting          |
| Jason Oko      | Add an agenda item to review the new protocol's embedded quality markers.   | Next meeting          |
| Committee      | Prioritize the finalization of the QI Manual and the NEDS Project as the two main efforts for the foreseeable future.   | Ongoing               |

#### 8. Adjournment

A motion to adjourn was entertained by Chip Getchell.

- **Motion to Adjourn:** Benjamin Zetterman

The meeting adjourned at 2:56 PM.