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GOVERNOR

STATE OF MAINE  
DEPARTMENT OF PUBLIC SAFETY  
MAINE EMERGENCY MEDICAL SERVICES  
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AUGUSTA, MAINE 04333



MICHAEL SAUSCHUCK  
COMMISSIONER

J. SAM HURLEY  
DIRECTOR

Maine EMS Community Paramedicine Meeting Draft Minutes  
July 9, 2020 Zoom Virtual Meeting

1. Call to Order:

- a. Meeting began at 9:30 A.M.

2. Introductions/Public Comments:

a. In attendance:

- i. Committee Members: Miles Villalobos, Sally Taylor, Susan Shorette, Lisa Larson, Ellen McFarland, Elizabeth Rolfe, Jonathan Busko, MD
- ii. Guests: AJ Gagnon NMMC, Jesse Thompson, Karen Pearson, Debbie Morgan
- iii. Maine EMS Staff: Jason Oko, Griffin Bourassa, Melissa Adams

b. Sally Taylor read the Committee Statement:

“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.”

3. Additions to Agenda:

- a. No additions were made

4. Old Business

a. Patient Demographics

- i. Jason discussed an issue that he had reported several months ago relating to the count of CP encounters. It was discovered while working on the annual CP report that agencies are using a CP disposition, or Level of service provided for stand by at events and for blood pressure clinics. Jason asked if the message could be shared that when selecting any field

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that relates to CP it should include two items, 1, an actual patient encounter, and 2. It should be based off a referral for the visit

b. Statewide CP Guidelines

- i. Dr. Busko reported no progress has been made on the CP guidelines
- ii. Jason Asked what could be done to further the progress, Dr. Busko reported that the guidelines are 80% complete, and they need to be formatted appropriately.
- iii. the following recommendation was made
  1. Jason will finish the formatting
  2. Dr. Busko and Dr, Lowry will collaborate on the medical content of the guidelines
  3. Once formatting and medical portions are complete, the committee will review for grammar and punctuation
  4. Once grammar and punctuation review are complete or simultaneously, the guidelines will be reviewed by the committee for operational applicability
  5. Dr. Busko Believes we will still be on track to have a draft done by October 2020, with a final draft sent to MDPB in January of 2021
- iv. The committee agreed with this approach

c. CP Training Levels

- i. Discussion regarding CP Technician standards draft document dates 01.2020
  1. There was no initial discussion by the group
  2. Jason proposed that we form a small group from this committee and involve outside members as well that have a role and experience in providing and developing education, have them review the draft proposal and then report back to this committee with their recommendations.
  3. The group was in favor of this proposal and formed a review team, to be led by Lisa Larson, the group will consist of Dennis Russel, Sally Taylor, and AJ Gagnon.

- a. Jason will set the meeting up and share the invite on the  
Maine EMS Calendar
4. The group will report back at the next meeting in August.
5. New Business
  - a. Committee Positions
    - i. The positions of one at Large Community paramedicine Provider and the Hospital EMS Community Paramedicine Program have been asked if they wish to continue serving in their capacity as they have not been participating in meetings.
    - ii. Maine EMS Staff have yet to hear back regarding these individuals' interest in continuing to serve on this committee
    - iii. Maine EMS is planning a policy and procedures manual to bring to the chairs of all the Maine EMS Sub-Committees for approval, it will outline
      1. The make-up of the committee
      2. How we advertise open positions
      3. How we interview and select individuals for those positions
      4. It will also provide a process for replacing members for cause
    - iv. This policy and procedure manual will need to be approved by the committee chairs than by the Maine EMS Board before taking effect.
    - v. The committee agreed with this as well and felt it will be very helpful
6. Maine EMS Update
  - a. Maine EMS is at full staff with the addition of Darren Davis as a Data Coordinator working on the OD2A grant, his main role will be supporting opiate data, and working on data quality, he has been a terrific addition to the team thus far.
7. The next meeting will be on August 13, 2020.
8. A motion to adjourn was made by Ellen McFarland, and seconded by Sally Taylor, the meeting adjourned at 10:13 A.M.

Name	Location
Matt Sholl, MD	Medical Direction and Practices Board Member
Bruce Lowry, MD	Community Paramedicine Program Medical Director
Miles Villalobos	Municipal EMS Community Paramedicine Program
Sally Taylor	Non-Municipal Community Paramedicine Program
Dennis Russell	Maine EMS Training Center
Kevin Springer	Hospital EMS Community Paramedicine Program
Lisa Larson	College / University
Susan Shorette	At-large Community Paramedicine Provider
Carolyn Brouillard	At-large Community Paramedicine Provider
Ellen McFarland	At-large
Brian Cashin	At-Large
Elizabeth Rolfe	Home Health
Jonnathan Busko, MD	Hospital
<b>Support Staff</b>	
Jason Oko	Maine EMS