



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
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Maine EMS Board Members

I am writing to request approval of up to \$18,000 in three different expenditures for support of an EMS conference. On November 7 and 8, 2025, MaineHealth is sponsoring a statewide EMS conference at its Maine Medical Center-Portland campus, with a broad variety of lectures and practical skills sessions. The Maine EMS-C program would like to support the pediatric portion of this conference. The funding would be entirely from the federal HRSA EMSC State Partnership grant #6 H33MC31622-08-01. The EMSC budget has HRSA approved budgeting for \$20,000 for a statewide conference. Last year, the EMSC program assisted in supporting the Maine AAP statewide pediatric conference for hospital clinicians, and our goal is to now support our EMS clinicians.

My request is to approve 3 different expenditures

1. Support an in-person BLSO course for up to \$4,000
2. Reduce costs for all attendees by \$50 to attend the conference in person for up to \$10,000.
3. Provide conference registration scholarships to five people in each of the 4 regions to attend in person at a cost of \$4,000

These costs would all be billed by MaineHealth (an approved State of Maine vendor) but may arrive in 3 different bills. Additionally, if approved, some of the miscellaneous equipment (Item (A)(g) below) for the BLSO course may be directly paid for by Maine EMS through current vendors, such as BoundTree.

A summary of the expenditures is

- A. **Expenditure #1:** Cover the expense of a BLSO course on November 7, 2025 from 8am to 5pm. The current BLSO courses are funded through DHHS and other sources for up to 12 classes annually. This expenditure would allow an additional course to be delivered and not limit the remaining statewide course offerings. This is anticipated to be approximately \$3,587.45 (equates to \$200/student for an 8-hour course), but we are requesting up to \$4,000 (see below).

- a. 2 instructors would be donating their time (myself and the state OB nurse educator) leaving 3 instructors to pay
 - b. Course registration to AAFP (one fee) \$105.95
 - c. 18 student registrations to AAFP at \$76.75 each for a total of \$1,381.50
 - d. 3 instructors at approx. \$500 each for a total of \$1,500
 - e. Mileage for instructors at 0.54/mile (approximately \$100 total)
 - f. Misc equipment for approximately \$500
 - g. It is possible that an instructor may need lodging depending upon where they are coming from and this would follow state per diem rates if so. It is not anticipated to be needed, however.
- B. **Expenditure #2:** Support EMS clinicians attending by offering a reduction in cost for conference registration for attending in-person.
- a. The registration fee for the MaineHealth EMS in-person conference over the two days is currently \$200.00
 - b. With multiple course sessions, there are over 68 hours of CEH education and skills, and of this, approximately 22 hours are directly pediatric, and 18 hours are applicable to both adult and pediatric patients
 - c. This equates to over 59% of the conference being pediatric focused or applicable.
 - d. Maine EMS does not have the resources to conduct this level of conference, and it follows for Maine EMSC to help as an excellent way to support peds education
 - e. The conference attendance is a maximum of 200 people. We propose funding the conference to reduce the cost of attending by \$50 per student (this would be a maximum of \$10,000). This 25% reduction in costs for all individuals will help allow all levels of EMS to attend, particularly if they have additional travel fees or lodging costs. Final costs will depend on the number of attendees.
- C. **Expenditure #3:** Provide a scholarship for up to 5 people for each of the 4 regions for the conference fee (a total of 20 EMS clinicians). If expenditure #2 is approved, this would total \$3,000. If expenditure #2 is not approved, this would total \$4,000. The EMSC program would develop a short application and review team with the regional managers to distribute and perhaps use to promote their relationship with EMS agencies in their respective regions.

Thank you in advance for your consideration in approving these expenditures.

Sincerely,



Marc Minkler, BS, NRP
Program Manager – EMS for Children