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DEPARTMENT OF PUBLIC SAFETY  
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JOHN E. MORRIS  
COMMISSIONER

JAY BRADSHAW  
DIRECTOR

BOARD OF EMS MEETING  
JUNE 6, 2012  
DECHAMPLAIN CONFERENCE ROOM

MINUTES

Members Present: Tim Beals (chair)(left at 1:20), Judy Gerrish (chair-elect), Matt Sholl (ex-officio), Joseph Conley, Nate Contreras, Laura Downing, Paul Knowlton, Nancy Jackson, Kalem Malcolm (left at 2:25), Lori Metayer (left at noon), Jeff Rowe (left at noon), Mike Senecal, Mike Schmitz, Percy Thibeault

Staff: Jay Bradshaw, Dawn Kinney, Alan Leo, Drexell White

Regional Coordinators: Steve Corbin, Joanne LeBrun, Marc Minkler

Office of Attorney General: Lauren LaRochelle (AAG), Hillary Reynolds (intern)

Guests: Jonathan Blum, Brian Chamberlin, John Koistra, Ryan Norton, Jason, Oko, Chris Paré, Fred Porter, Cassandra Robichaud, Steve Sloan

(The minutes do not necessarily follow the chronological order in which the agenda items were discussed)

1. Introductions made.
2. Approval of April 4, 2012, minutes

**MOTION: To accept the minutes of the April 4, 2012, meeting as presented. (Thibeault; second by Schmitz) Unanimous.**

3. Public Comments – none
4. Old Business
  - a. Community Paramedicine Pilot Project Update – Jay Bradshaw reviewed the revised application process for the CP Pilot Project. The application packet describes the information a service must provide at the time of application and that which must be provided within 45 days of beginning service. The law authorizing these projects will go into effect August 30, 2012. Following discussion about the approval process and reporting requirements, the following motion was made:

**MOTION: To approve the Community Paramedicine application process as amended, which requires a service to include the Medical Direction and QI Plan at the time of application. With input from the CP Task Force, Maine EMS staff may approve applications on behalf of the Board. Progress reports will continue to be provided to the Board. (Schmitz; second by Senecal). Unanimous.**

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- b. Personnel Committee report – nothing to report.
- c. Rules changes – the Board reviewed the comments that were received in response to the preliminary draft and made several drafting and content changes. Staff was directed to incorporate those changes and work toward the requirements of the Administrative Procedures Act. Jay Bradshaw estimated that public hearings would take place in the early fall.

5. New Business

- a. Investigations Committee

**MOTION: For the Board to ratify the Investigation Committee minutes of May 2, 2012, as presented. (Senecal; second by Schmitz), Unanimous**

- b. Appeal of staff decision (11:00) – Cassandra Robichaud appealed the Maine EMS decision to deny her license application. When Ms. Robichaud initially submitted her application, she did not complete the section regarding conviction history. The incomplete application was returned with an explanation that it is necessary to answer all licensing questions. Ms. Robichaud then answered ‘no’ to all questions regarding convictions. However, a background check revealed that Ms. Robichaud had two convictions, in 2001 and 2007. Ms. Robichaud explained that she knowingly provided false information because she was embarrassed by her prior behavior. She presented a letter of support from her current employer and Ryan Norton, Islesboro Ambulance director, spoke on her behalf.

Several members expressed their concern regarding the recent false statements and the importance of respecting and protecting the public’s trust in EMS providers.

**MOTION: To override the Maine EMS staff decision and issue a license to Cassandra Robichaud with a consent agreement for the next 6 years that will include a requirement to immediately surrender her license if charged with any criminal activity. (Metayer; second by Thibeault). Unanimous.**

- c. Waiver request – Drexell White summarized that Ryan Norton was a student in an EMT-Intermediate class in Southern Maine who prior to today was unable to provide verification that he successfully completed an EMS approved practical examination. Attempts to obtain records from Southern Maine EMS were unsuccessful as records from that class are missing from the SMEMS office. However, Steve Sloan, instructor for the class Mr. Norton attended, was present to verify that Mr. Norton did successfully complete the practical examination and provided documentation in support.

**MOTION: To accept the verification provided that Ryan Norton has fulfilled the practical examination requirements for EMT-Intermediate. (Contreras; second by Malcolm) Unanimous.**

- d. Legislative and budget updates – none necessary
- e. Committee annual reports – Jay Bradshaw reported that the annual Committee reports and work plans will be presented at the August meeting.
- f. Committee reports
  - i. Education – Jay Bradshaw reported that work is continuing on updating the clinical behavioral objectives, transition programs, and add-on modules to the national Advanced EMT education standards for Maine EMT-Intermediate programs.
  - ii. Data – no report

- iii. Exam – Jay Bradshaw reported that with the transition to use the National Registry Examination Administration Manual effective June 1, the Committee will be reviewing the exam evaluations and any issues/questions.
  - iv. EMD – no report
  - v. Ops Team – Steve Corbin reported that on the Operations Team meeting from the previous day, including comments about the EMS Week insert and regional progress reports and budget for FY 13. There were no items requiring Board action.
- g. Nominations Committee – Kalem Malcolm reported that the Committee recommended Judy Gerrish for Chair and Jeff Rowe for chair-elect. Joe Conley also expressed an interest in the Chair-elect position. The Board voted by show of hands to elect Judy Gerrish as chair, and by secret ballot for Jeff Rowe to serve as chair-elect.
- h. Other
- i. Regional contract work group – Jay Bradshaw reported that the work group to review regional progress reports and make recommendation for contract language will meet Monday, June 11. Board members on the committee include: Tim Beals, Judy Gerrish, Mike Senecal, and Jeff Rowe. Copies of the regional reports are available from Maine EMS.
6. Staff Reports
- a. MEMS Report
    - i. Staff – Jay Bradshaw reported that the effort to fill the EMS Training Coordinator position is continuing.
    - ii. Other
      - Several proposals were received in response to the Request for Proposals for the Trauma Coordinator and Community Paramedicine Coordinator (separate positions).
      - EMS Awards ceremony was well attended and received positive media coverage. Extra copies of the newspaper insert are available at Maine EMS and most regional offices.
  - b. Medical Director report
    - i. MDPB
      - Dr. Sholl reported on the ongoing medication shortages. Communication with hospital pharmacists has helped protect the EMS formulary, but the constantly extending nature of the shortages is of concern in Maine and around the country.
      - The MDPB has been discussing the frequency with which protocols are updated and the goal will be to update them every 2 years. Maine and several other New England states are discussing the possibility of multi-state protocols. At the national level, this has proven to be a cumbersome, laborious process, but perhaps a multi-state effort in New England can serve to assist in other areas.
    - ii. QI – Dr. Sholl reported that letters have been sent to all EMS services with information regarding reviewing and reporting aspirin administration for chest pain patients. Reports are due back to the regional offices by July 16 and forwarded to

Maine EMS by September 1. Results will then be compiled and sent to all services. There is concern that some services are resisting participating in this QI effort, which may require Board action. A status report will be provided to the Board in August.

- iii. Agitated Patient Pilot Project update – 2 of the 3 services approved to participate in the project have completed the training. Since implementation, there have been no bath salts cases in Mid Coast where the pilot protocol was used.
- iv. Other – none

- 7. The next regularly scheduled Board meeting will be on Wednesday, August 1, 2012 @ 9:30 AM
- 8. Meeting adjourned at 2:32 PM.