

Advisory Committee Semi-Annual Fall 2013 Meeting Minutes  
Emergency Medical Services  
Vernon College

CHAIRPERSON: Kade Long	MEETING DATE October 23, 2013	MEETING PLACE: Century City Conference Room 115
RECORDER: Jon Reese	MEETING TIME: 9:00 AM	PREVIOUS MEETING: November 19, 2012

MEMBERS PRESENT:	MEMBERS ABSENT:	OTHERS PRESENT:
Name, Title, Company	Name, Title, Company	Name, Title, Company
Dr. Chip Brooks, Medical Director	Brian Deason EMT-P, AMR, Vernon College	Dr Gary Don Harkey, Dean of Instructional Services
Lou Ann Schaffer RN, Emergency Dept Educator, United Regional	Kenny Hoffman EMT-P, AMR	Shana Munson, Associate Dean of Career and technical Education
Kim Stringfellow RN, MSN, CEN Dir of Emer Ser, United Regional	Jerry Bradshaw TDSH	Sharon Winn, Assistant to the Dean of Instructional Services
Ross Caston EMT-P, Vernon College Instructor	Monica Belvedere, Human Resources, Sealed Air Corp/Cryovac	Robyn Wike EMT-P, VC Fire/EMS Program Coordinator
Brian Chancellor EMT-P, AMR, Burkburnett Fire Fighter		Larry Borden EMT-P VC EMS Clinical Coordinator
Roger Ritchie EMT Air-Evac		Karen McClure Allied Health Secretary
Jon Reese EMT, Assist Fire Chief City of Wichita Falls		
Kent Smead, Fire Chief Vernon Fire Dept.		
Charles Grady, EMT-P, AMR		
Kade Long EMT-P License, Vernon Fire Dept.		
Tim Pearson EMT, Wichita Falls Fire Training Captain		
Eddie Johnson AEMT, Vernon College Student		
Emily Hill EMTB, Vernon College Student		

AGENDA


Agenda Item	Action, Discussion, or Information	Responsibility
<b>Purpose of Advisory Committee</b>	Information	Shana Munson
<b>Elect Chair and Recorder</b>	Discussion/Action	Robyn Wike
<b>Reading of Previous Minutes</b>	Action	Kade Long
<b>Old Business:</b>	Information	Shana Munson
<b>Continuing Business:</b>	Information	Robyn Wike
<b>New Business:</b>		
Graduation requirement	Information/Discussion/Action	Robyn Wike

Agenda Item	Action, Discussion, or Information	Responsibility
Program statistics: Graduates, majors, enrollment	Information	Robyn Wike
Review goals and objectives	Information/Discussion/Action	Robyn Wike
Program revisions, curriculum/course review	Information/Discussion/Action	Robyn Wike
Evaluation of facilities, equipment, and technology	Information	Robyn Wike
Advice on selection and acquisition of new equipment and technology	Information	Robyn Wike
Recruitment and retention of the underrepresented gender in gender-biased programs	Information	Robyn Wike
Curriculum Decisions:	Discussion/Action	Robyn Wike
Other:	Information	Robyn Wike
<b>Adjourn</b>	Action	Kade Long

## MINUTES

Key Discussion Points	Action/Discussion/Information and Responsibility for Follow-up and Reporting
Welcome and Introductions	Shana Munson explained the role of the advisory committee and its importance. Members introduced themselves and the agency they represented.
Elect Chair and Recorder	Kade Long volunteered and was elected chair, and Jon Reese was elected recorder.
Reading/Approval of Previous Minutes	Kade read the minutes to the committee Charles approved and Ross seconded.
Old Business:	The Memorandum of Understanding establishing the Al Garcia Memorial EMS Scholarship was signed on September 30, 2013. Robyn introduced the first recipient to receive the Al Garcia Memorial Scholarship, Eddie Johnson. Shana reported to the committee how the scholarships are not usually endowed so rapidly. The committee members and their agencies they represent made tremendous strides in donations and fundraising to make this happen for Al's Memorial Scholarship. Kudos to the entire EMS community.
Continuing Business:	Concluding an extremely lengthy discussion the committee decided to table the motion of pre-admission or random drug testing. Robyn is going to re-research other institutions policies as well as the different programs here at VC. Robyn will gather policies from EMS clinical sites as well. Dr. Harkey is going to check the college rules and regulations to see where VC stands legally.
New Business:	Robyn requested that the students file for certificates or graduation prior to receiving their National Registry voucher become a requirement. The committee agreed it would help aid our students in applying for graduation on time. The committee voted and approved adding the wording to the EMS Handbook concerning certificates and graduation applications be done prior to taking or receiving the NR voucher number. Brian made the motion and Roger seconded. 9 in favor 4 objected.
Program statistics: Graduates,	Currently enrolled: 19 Basic, 15 Advanced and 13 Paramedic. Robyn is

Key Discussion Points	Action/Discussion/Information and Responsibility for Follow-up and Reporting
majors, enrollment	placing great emphasis on EMS students filing for their certificates and applying for graduation. Upon final registration there are currently 58 students declaring EMT as their major. From Fall 2012 to Summer 2013 there were 41 EMT students with 30 receiving their Skills Certificates. From Fall 2012 and Spring 2013 there were 31 AEMT students with 23 receiving Course Completers. From Fall 2012 to Summer 2013 there were 16 Paramedic students with 14 receiving Course Completers. From 2102-2013 there were 8 students receiving their AAS EMS Degree.
Review goals and objectives	EMS goals and objectives have not changed however the committee decided to change the wording in number 21 to include the student will exhibit personal social traits, personal responsibility and team work. To avoid redundancy, Dr. Brooks recommended the removal of goals 7 & 9. Dr. Brooks made the motion to incorporate the language on 21 and strike 7 & 9 and Kent seconded. Jon recommended the change from basic fire certification to suppression and change to the Texas Commission for Fire Protection. Tim recommended we change # 6 to have ladders on its own #. The committee wanted to include # 21 from the EMS goals and objectives to Fire as well. Charles made the motion for the changes discussed and Jon seconded.
Program revisions, curriculum/course review	Robyn introduced our new Medical Director, Dr. Chip Brooks. Both National and State Accreditation requires the program to have an MD on staff. Dr. Brooks has already shown significant interest in the EMS program as well as instructed in the classroom.
Evaluation of facilities, equipment, and technology	All of the equipment and technology are up to date at this time. Will revisit the evaluation in the spring advisory meeting.
Advice on selection and acquisition of new equipment and technology	No advice at this time, will revisit at the spring advisory meeting.
Recruitment and retention of the underrepresented gender in gender-biased programs	VC is sponsoring a Sophomore Round-Up at the Skills Training Center on November 1, 2013. Will revisit recruitment at the spring advisory meeting.
Curriculum Decisions	Taking consideration that 1338 is technically a review class and could be easily incorporated to 1355 and 1356 the committee unanimously agreed to remove course EMSP 1338 to lower the AAS degree to 60 hours. That will be consistent with the academic council and the accreditation council. Lou made the motion and Dr. Brooks seconded.
Other:	Kent recommended we exclude accuplacer or grand-father students currently working as AEMT be able to advance to paramedic. After much discussion the committee decided to leave accuplacer in tack, since the math test scores in place are lower than the required TSI scores for the general class requirements. They were concerned it would drastically reduce the validity of students applying for the program. Shana quickly briefed the committee on an upcoming venture with the Wichita Falls Fire Dept. concerning a VC Fire Academy hybrid starting in April of 2014. Shana explained there would be grant monies from a 2604 grant to cover the tuition cost.
Adjourn	Meeting adjourned by mutual consent at 11:05 PM

RECORDER SIGNATURE: 	DATE: 12-12-13	NEXT MEETING: Spring 2014
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