

Advisory Committee Fall 2014 Semi-Annual Meeting Minutes
Emergency Medical Services
Vernon College

CHAIRPERSON: Kenny Hoffman		
MEETING DATE: November 17, 2014	MEETING TIME: 2:30PM	MEETING PLACE: Room 115
RECORDER: Kade Long		PREVIOUS MEETING: March 5, 2014

MEMBERS PRESENT:

OTHERS PRESENT:

Name, Title, Company	Name, Title, Company	Name, Title, Company
Kenny Hoffman EMT-P, Operations Supervisor, AMR	Ryan Matthews, Owner/Director Trans Star Ambulance	Dr. Gary Don Harkey, Dean of Instructional Services
Mark Hale, EMT-P, AMR Operations Manager	Jon Reese EMT, Fire Chief City of Wichita Falls Fire Dept.	Shana Munson, Associate Dean of Instructional Services
Kade Long EMT-P License, Vernon Fire Dept.	Donald Hughes, Assistant Fire Chief WFFD	Robyn Wike EMT-P, VC Fire/EMS Program Coordinator
Lou Ann Schaffer RN, Emergency Dept. Educator, United Regional	Brian Deason EMT-P, AMR, Air-Evac, Vernon College Instructor	Larry Borden EMT-P VC EMS Clinical Coordinator
Kent Smead, Fire Chief Vernon Fire Dept.	Kim Stringfellow RN, MSN, CEN Dir. of Emer Ser, United Regional	LeAnn Scharbrough, Advancement Specialist- Recruiting
Eric Pankonien EMT-P, AMR Vernon College Instructor	Roger Ritchie EMT Air-Evac	Melissa Moore, Early College Start Coordinator
Lance Lindsey EMT, SAFB Fire	Chasa Derrick AEMT, Vernon College Student	Donna Egoavil, Vernon College Instructional Services Administrative Assistant
Tommy Greene AEMT, Vernon College Student	Sarah Sullivan AEMT, Vernon College Student	Karen McClure, Allied Health Faculty Assistant
MEMBERS ABSENT:		
Dr. Chip Brooks, Medical Director	Pat Bryan EMT, Vernon College Instructor	
Jerry Bradshaw TDSH	Charles Grady, EMT-P, AMR	
Brian Chancellor EMT-P, AMR, Burkburnett Fire Fighter		

AGENDA

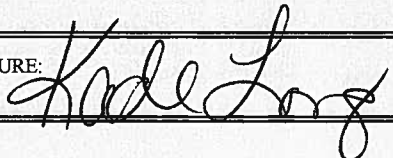
Agenda Item	Action, Discussion, or Information	Responsibility
Election of Chair and Recorder	Action	Robyn Wike
Approval of Minutes from the Last Meeting	Action	Kenny Hoffman
Old Business:		
AAS EMS, Addition to BG & DS	Information/Discussion	Kenny Hoffman
Continuing Business:		
Update on Accreditation, Clinical Sites, Online Academy, Summer EMT	Information/Discussion	Kenny Hoffman
New Business:		

Program statistics: Graduates, majors, enrollment; list of graduates	Information	Kenny Hoffman/Robyn Wike
Workplace competencies	Discussion/Action if needed	Membership
Evaluation of facilities, equipment, and technology	Information	Membership
Advice on selection and acquisition of new equipment and technology	Discussion	Membership
Curriculum Decisions:		
Review goals and objectives	Information/Discussion/Action	Kenny Hoffman/Membership
Program revisions, curriculum/course review	Information/Discussion/Action	Kenny Hoffman/Membership
Adjourn	Action	Kenny Hoffman/Robyn Wike

MINUTES

Key Points	Summary of Action, Discussion, Information/Responsibility and Plans for Follow-up and Reporting
Purpose of Advisory Committee	Robyn welcomed and thanked the advisory members for their willingness to serve. They introduced themselves and stated their positions and the agency they represented.
Election of Chair and Recorder	Kenny Hoffman elected chair and Kade Long elected recorder by unanimous consent.
Approval of Minutes from the Last Meeting	Kenny requested the committee review the minutes from the last meeting. Jon made the motion to approve the previous minutes and Kent seconded. The membership agreed unanimously.
Old Business:	
<ol style="list-style-type: none"> 1. AAS EMS (2014-2015) 2. Addition to Drug/Background; (Pre-Check) 	Kenny moved to the next order of business: Robyn provided the committee with information on the program status with the AAS EMS and Background/Drug Screen being in place. Transition went smoothly, Pre-Check made the process user friendly and accommodated all of our students in a timely fashion. Kenny inquired about the length of a time lapse the students would be allowed before retesting would be required. Robyn explained that if a student took more than a year's break they would have to retest. The committee unanimously agreed.
Continuing Business:	
<ol style="list-style-type: none"> 1. Update of Paramedic Accreditation Status 2. Update on Clinical Sites *WFFD *Trans-Star *Clinics of North Texas 3. Discuss ideas to promote Vernon College Online Fire Academy 4. Discuss Summer EMT Course (Lecture/Clinical) 	Kenny moved to the next order of business: Robyn gave a brief overview on the status of the accreditation process. Larry updated the committee on the loss of Clinics of North Texas as a clinical site. He suggested looking for sites in Lawton. He stated clinicals have been going great with the WFFD and is looking forward to working with Ryan at Trans Star. The committee discussed a strategy for beefing up the marketing for the online fire academy. The WFFD and VC are working together to increase numbers. Donald reported the numbers are down for the candidates at the WFFD academy as well. The committee engaged the idea of having a Summer EMT course with clinical rotations on Saturday. A discussion was held about the possibility of a 2 week fast track course 4 days a week and 5 Saturdays. This would ensure that the students could finish the entire course including clinical during the summer semester. The possibility will be revisited in the spring advisory meeting. There were no other recommendations made.
New Business:	

Program statistics: Graduates, majors, enrollment; list of graduates	Kenny moved to the next order of business: Currently enrolled: 15 Basic, 18 Advanced and 9 Paramedic. Upon final registration there are currently 53 students declaring EMT as their major. From Fall 2013 to Summer 2014 there were 32 EMT students with 30 receiving their Skills Certificate. From Fall 2013 and Spring 2014 there were 19 AEMT students with 15 receiving Course Completion. From Fall 2013 to Summer 2014 there were 13 Paramedic students with 13 receiving Course Completion. The national average for EMT first time pass rate is (68%), VC is right on target at 68%. AEMT (33%) and Paramedic (38%) first time pass rates are lower than the national average of (65%). The committee had an in depth conversation on the how the program could increase the pass rate. Ryan explained how several of the states are arguing with the National Registry over the national pass rates, questioning the validity of the actual test. The test is a computer driven smart test that changes per student per question. Jon suggested using a resource that has an outside testing bank. There were no other recommendations made at this time.
Workplace competencies	Kenny moved to the next order of business: Robyn discussed and explained the SCANS. Shana is going to send the SCANS Matrix to the committee members via email. The committee agreed to an electronic vote on the matrix.
Evaluation of facilities, equipment, and technology	Kenny moved to next order of business: Robyn stated the condition of the lab and manikins are in good working order at this time.
Advice on selection and acquisition of new equipment and technology	Kenny moved to the next order of business. No advice at this time, will revisit at the spring advisory meeting.
Curriculum Decisions:	
Review goals and objectives	Kenny moved to the next order of business: The committee read and discussed the proposed Program Goals and Objectives. The committee felt they would align the Program with both the National and State exams. Robyn explained how they met the requirements for accreditation as well. Kade made the motion to approve the proposed goals and objectives for the 2015-2016 academic year and Kent seconded. The members made no additional recommendations.
Program revisions, curriculum/course review	Kenny moved to the next order of business: Robyn provided the committee information she acquired from the Reno EMS Educator Symposium on Fisdap. They are the leader in online tools for EMS and healthcare education. Their products include record keeping, accreditation, certification testing, managing an internship schedule, and keeping tabs on your students' progression. 77% of accredited programs nationwide use Fisdap and 98% of those colleges pass rates are dramatically higher than those not using the online tools. Jon made the motion to approve Fisdap for the spring semester and Kenny seconded the motion carried unanimously.
Adjourn	Meeting adjourned by mutual consent at 4:15 PM

RECORDER SIGNATURE: 	DATE: 1-20-15	NEXT MEETING: Spring of 2015
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