

Advisory Committee Semi-Annual Fall 2015 Meeting Minutes
Emergency Medical Services
Vernon College

CHAIRPERSON: Roger Ritchie		
MEETING DATE: Tuesday December 8, 2015	MEETING TIME: 2:00 PM	MEETING PLACE: Century City Campus Room 115
RECORDER: Donald Hughes		PREVIOUS MEETING: Monday November 17, 2014

MEMBERS PRESENT:	MEMBERS ABSENT:	OTHERS PRESENT:
Name, Title, Company	Name, Title, Company	Name, Title, Company
Kenny Hoffman EMT-P, Operations Supervisor, AMR	Kade Long EMT-P License, Vernon Fire Dept.	Dr. Gary Don Harkey, Dean of Instructional Services
Mark Hale, EMT-P, AMR Operations Manager	Lou Ann Schaffer RN, Emergency Dept. Educator, United Regional	Shana Drury, Associate Dean of Instructional Services
Ryan Matthews, Owner/Director Trans Star Ambulance	Kim Stringfellow RN, MSN, CEN Dir. of Emer Ser, United Regional	Robyn Wike EMT-P, VC Fire/EMS Program Coordinator
Jon Reese EMT, Fire Chief City of Wichita Falls Fire Dept.	Dr. Chip Brooks, Medical Director	Donna Egoavil, Administrative Assistant / Associate Dean of Instructional Services
Jerry Bradshaw TDSH	Charles Grady, EMT-P, AMR	Christina Feldman, Director of Community/Recreational Services & Continuing Education.
Donald Hughes, Assistant Fire Chief WFFD	Brian Chancellor EMT-P, AMR, Burkburnett Fire Fighter	Karen McClure, Allied Health Faculty Assistant
Tommy Greene AEMT, Vernon College Student		
Brian Deason EMT-P, AMR, Air-Evac, Vernon College Instructor		
Eric Pankonien EMT-P, AMR Vernon College Instructor		
Roger Ritchie EMT Air-Evac		
Michael Atwell AEMT, Vernon College Student		
James Chew AEMT, Vernon College Student		
Cory Nava EMT-P, AMR, Air-Evac,		

AGENDA

Agenda Item	Action, Discussion, or Information	Responsibility
Welcome and Introductions	Action	Robyn Wike
Purpose of Advisory Committee	Information	Dr. Gary Don Harkey

Agenda Item	Action, Discussion, or Information	Responsibility
Election of Officers	Action	Shana Drury
Reading of Previous Minutes	Action	Roger Ritchie
Old Business:		
National Accreditation Process: Executive Analysis/Site Visit	Information/Discussion	Roger Ritchie/Robyn Wike
Continuing Business:		
Preceptor Program Implementation	Information/Discussion	Roger Ritchie
WFFD Advanced Emergency Medical Technician Training	Information/Discussion	Roger Ritchie
New Business:		
Review/Approve program outcomes, assessment methods and results	Information/Discussion/Action	Roger Ritchie/Robyn Wike
Review program curriculum /courses/degree plan		
1) Proposed Curriculum Change: Combine Advanced Courses	Information/Discussion	Roger Ritchie
2) CoAEMSP: Minimum Number of Patient Contacts	Information/Discussion/Action	Roger Ritchie
3) CoAEMSP: Evaluation System must use valid and reliable exams	Information/Discussion/Action	Roger Ritchie
Adjourn	Action	

MINUTES

Key Discussion Points	Action/Discussion/Information and Responsibility for Follow-up and Reporting
Welcome and Introductions	Robyn welcomed and thanked the advisory members for their willingness to serve. They introduced themselves and stated their positions and the agency they represented.
Purpose of Advisory Committee	Dr. Gary Don Harkey explained purpose and importance of an advisory committee. Their expertise in the field ensures the college is sustaining the ground floor of what is going on in Emergency Medical Services.
Elected Officers	Jon nominated Roger Ritchie for chair and Kenny seconded. Jon nominated Donald for recorder and Kenny seconded. Both nominations were unanimously agreed by all committee members.
Reading/Approval of Previous Minutes	Roger asked the committee to review the previous minutes. Jon made the motion to approve the minutes and Kenny seconded the motion. The minutes were passed by unanimous consent.
Old Business:	National Accreditation Process: Executive Analysis/Site Visit
	Roger moved to Old Business. Robyn provided the committee with the Executive Analysis Accreditation Self Study. She informed the committee the accreditation site visit had been set for February. Jon and Kenny both inquired about the efficiency rate on the current paramedic class. Robyn reminded the committee with the testing change in Fall of 2014 it started with the intermediate class and would not be able to produce accurate results until that class has completed. Robyn continued the low efficiency numbers are a direct reflection of the limited clinical site, as well as access to all areas while at hospitals. The committee had an extensive conversation on acquiring more clinical sites. Robyn discussed revisiting

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	<p>Kell West and reaching out to the Womens Clinic to speak with the Mid-Wives. The committee members suggested speaking with Comanche County Memorial Hospital in Lawton, Cooks Children's Hospital in Ft Worth. Both students present agreed they would not have a problem whatsoever traveling for the clinical portion of the program if needed. The committee had no further questions or recommendations at this time.</p>
<p>Continuing Business:</p>	
<p>Preceptor Program Implementation</p>	<p>Roger moved to Preceptor Program Implementation. Robyn provided feedback on the preceptor's progress and reminded the committee the preceptors receive 4 hrs. Continuing Education for their efforts. Eric said that the training is going much better now. He believes students can be evaluated better if they are paired with the same preceptor from EMT to Paramedic. He would receive enriched feedback from the preceptor. Kenny asked how his preceptors were doing and that he would continue to reinforce strong preceptor training at AMR. The committee questioned wither the students would be punished if the preceptor was sick or on vacation. Robyn stated it would be worked out so the student would not be effected. The committee made no recommendations.</p>
<p>WFFD Advanced EMT Training</p>	<p>Roger moved to WFFD Advanced EMT Training. Jon stated that there were several stumbling blocks at first in regards to the pass rate on the NR exam. The fire department purchased EMS Testing, a tool for producing results on both deficiency and efficiency. EMS breaks down the student results matching the curriculum physically showing where they are lacking ability. The students would not be able to retest until their scores are ranking in the 70 to 90 percentile. Jon reiterated what a difference it made on the entire classes pass rate. Dr. Harkey stated that the nursing program had to implement a similar tool. The nursing program requires the students to pass the NCLEX before they are allowed to take State Boards. Robyn will work on a pricing proposal for both the College's fee and the student's fee to introduce at the Spring Advisory meeting. The committee agreed and were very interested in obtaining the learning tool for the EMS Program.</p>
<p>New Business:</p>	
<p>Review/Approve program outcomes, assessment methods and results</p>	<p>Roger moved to Review/Approve Program Outcomes. Robyn provided the committee a handout that outlined the EMS Program Outcomes. The committee reviewed the outcomes and were satisfied with all areas. Jon made the motion to approve the EMS Program Outcomes and Kenny seconded. The committee voted unanimously.</p>
<p>Review program curriculum /courses/degree plan 1) Proposed Curriculum Change: Combine Advanced Courses 2) CoAEMSP: Minimum Number of Patient Contacts 3) CoAEMSP: Evaluation System must use valid and reliable exams</p>	<p>Roger moved to Review Program Curriculum/Courses/Degree Plan. Robyn informed the committee, per National Registry the students do not have to take AEMT. They can move directly from Basic to Paramedic. The committee entertained the idea of marring the classes for advanced and paramedic. They discussed the possibility of having mini-mester as well. The committee will revisit during the spring meeting.</p> <p>Robyn presented a copy of the required CoAEMSP Interpretations of the CAAHEP Standard and Guidelines for minimum number of Patient Contacts. The committee discussed the limited clinical sites will impede the students ability to obtain all minimum patient contacts. The students will have to be diligent with their paperwork, checking to see if one patient meets more than one criteria. The limited number of pediatric cases will have to be well documented by the student themselves. The committee agreed with minimum patient contact hours Robyn outlined.</p>

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	<p>Kenny made the motion to approve minimum patient contacts and Donald seconded. The committee vote was unanimous.</p> <p>Robyn introduced EMS Testing, as discussed in WFFD Advanced EMT Training, as the tool VC needs to be compliant with CoEMSP evaluation system. EMS Testing would ensure VC is using valid and reliable exams. The committee's discussion included the success the fire department has shown after implementing EMS Testing. Jon made the motion to include the EMS Testing fee to the EMS Program, Kenny and Donald seconded. The vote was carried unanimously.</p>
Adjourn	Roger called for adjournment at 4:12 PM.
DATE: 2/4/16	RECORDER SIGNATURE: 