

Maine EMS Exam Committee Meeting

Tuesday, October 16, 2007

De Champlain Conference Room, Augusta

Minutes

Present: Jacky Vaniotis – Chair, Joanne LeBrun, Kelly Roderick, Yvonne Drown, Bob Hawkes, Jeff Regis, Glen Targonski (via teleconference), Sally Taylor

Absent: Rick Doughty Gary Utgard

Staff: Drexell White

1. Call To Order - The meeting was called to order at 9:45 a.m.

Jeff Regis was introduced as the new Southern Maine EMS Representative and Sally Taylor was introduced as the new Northeastern Maine representative.

Drexell reported that he had submitted a recommendation to Tim Beals, acting EMS Board Chair, to appoint Jacky Vaniotis as an At-Large Representative and re-appoint her as Committee Chair.

A. Assign Timekeeper – All members were asked to keep an eye on the time.

2. Minutes – September 18 2007 meeting minutes - review for acceptance

The minutes of the September 18, 2007 meeting were reviewed. J Regis pointed out a typo on the last line of the paragraph under §6 – Next Meeting (“or” instead of “of”).

Motion: To accept the minutes of the September 18, 2007, meeting including the §6 correction (LeBrun; second by Roderick - motion carries)

3. Old Business

A. EMT-Intermediate Exam – Review Draft

Committee members performed a final review of the draft Intermediate written exam. Staff will reformat the exam in accordance with recommended changes, to include rhythm strips and answer keys.

B. Exam Administration Manual – Placeholder

C. IPE Evaluations - Placeholders

4. To Do List

5. New Business

A. End of Year Meeting Schedule

B. Meeting Day

Drexell requested that the Committee consider a change in meeting days due to scheduling conflicts with EMD related commitments. Following discussion, committee members agreed to move the meeting from the third Tuesday of every month to the fourth Tuesday of every month, beginning in November 2007.

Committee members were asked to plan on a meeting on November 27, 2007. Staff and the Chair will review agenda items prior to November 27th to determine if a meeting is warranted.

There will be no meeting in December due to the Christmas holidays.

C. 2008 Goals

The committee established goals for 2008. With the Intermediate written exam scheduled for completion by the end of 2007, the committee identified the following 2008 goals in order of priority:

1. Evaluation of the Integrated Practical Exam (IPE) to include an Instructor Coordinator survey concerning the IPE and alternative forms of practical evaluation at the First Responder and EMT-Basic levels
2. Review/Revision of the Intermediate Practical exam
3. Exam Administration Manual Revision

6. Next Meeting

The next meeting of the Exam committee is scheduled for Tuesday November 27, 2007. Drexell and Jacky will confer as to whether the agenda warrants a meeting in November.

There will not be a meeting in December 2007. The first meeting of 2008 will be Tuesday January 22nd.

7. Adjournment – The meeting was adjourned at 12:56 p.m.

Respectfully submitted,

Drexell White