

# Maine EMS Exam Committee Meeting

Tuesday, January 27, 2009

De Champlain Conference Room, Augusta

## Minutes

**Present:** Jacky Vaniotis – Chair, Leah Mitchell, Gary Utgard, Jeff Regis, Joanne LeBrun,  
Sally Taylor, Bob Hawkes

**Absent:** Rick Doughty, Glen Targonski, Kelly Roderick

**Staff:** Drexell White

**Call To Order** - The meeting was called to order at 9:36 a.m.

Drexell indicated that Kelly Roderick notified the office that she would be unable to attend the meeting.

Committee members were reminded about the accreditation workshop scheduled for February 13<sup>th</sup> at Maine EMS.

**A. Assign Timekeeper** – None Assigned

**B. Additions/Deletions to the Agenda - Old Business – EMS Rules Recommendations**

### **1. Minutes – October 28, 2008 meeting minutes - review for acceptance**

The minutes of the October 28, 2008 meeting were reviewed.

*Motion: To accept the minutes of the October 28, 2008, meeting (Utgard; second by Taylor - motion carries)*

### **2. Old Business**

**A. Intermediate Practical Exam – Examiner Instructions – Update**

Drexell reported that Intermediate Examiner Instructions are still pending review.

**B. Exam Administration Manual Update**

The committee discussed Gary's revisions to the existing Exam Administration Manual (EAM). It was suggested that parts of the EAM should be set out as general guidelines followed by the specific information for Integrated Practical Exams and the Maine EMS written and practical for EMT-Intermediate.

There was discussion about the need to include eligibility requirements in the EAM. Drexell will include them as part of the revision.

Gary will revise his EAM work based upon comments to be provided to him prior to next meeting.

**C. EMT-Intermediate Written Exam – Item Analysis**

Discussion continued on the Intermediate Item Analysis. Consensus was to schedule a block of time next meeting to continue the review.

Joanne LeBrun asked the committee about the form used for Intermediate exam students wishing to apply for an exam. She will pose the question at the next Ops Team meeting to get a better sense of what the regions are using.

There was also a question about what each region charges for an Intermediate practical exam. The question will also be posed to the Ops Team.

**D. EMT-Intermediate Practical Testing Stations – Placeholder – No Report**

**E. EMS Rules Recommendations to the Board**

Committee members reviewed the draft rules language and expressed concern that it didn't completely capture the intent to specify a cognitive and psychomotor exam requirement and those eligibility requirements for exams needs to be included.

Drexell will rewrite and distribute revised language.

**4. To Do List** – To be updated based upon the meeting

**5. New Business**

**A. State Evaluator Compensation – Tabled** (Agenda item requested by Kelly Roderick, who was unable to attend today's meeting)

**6. Next Meeting**

The next meeting of the Exam committee is scheduled for Tuesday February 24, 2009 at 9:30 a.m. at Maine EMS

**7. Adjournment** – The meeting was adjourned at 12:39 a.m.

Respectfully submitted,

Drexell White