



PAUL R. LEPAGE
GOVERNOR

STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
152 STATE HOUSE STATION
AUGUSTA, MAINE
04333



JOHN E. MORRIS
COMMISSIONER

JAY BRADSHAW
DIRECTOR

**MAINE EMS
INVESTIGATIONS COMMITTEE MEETING
WEDNESDAY, MARCH 2, 2011
CHAMPLAIN CONFERENCE ROOM, AUGUSTA
RATIFIED BY THE MAINE EMS BOARD ON MARCH 2, 2011**

MEETING MINUTES

Members Present: Rick Doughty, Paul Knowlton, and Lori Metayer

Staff: Dawn Kinney, Alan Leo, Drexell White

Office of Attorney General:

1. Brenda Bourdeau – Informal Review of new application – Applicant present.

Summary: On February 7, 2011, Maine EMS received a new Emergency Medical Dispatch license application from Brenda Bourdeau. Staff contacted the Emergency Medical Dispatch Center and was provided information that Ms. Bourdeau provided emergency medical dispatch services on behalf of the Center on approximately one hundred sixty seven (167) calls during a period of time from May 12, 2009 to February 8, 2011, while she did not hold a Maine EMS EMD license.

Aggravating Circumstances: Number of calls unlicensed dispatcher provided emergency medical dispatch services and the length of time applicant was unlicensed.

PHONE: (207) 626-3860

TTY: (207) 287-3659

FAX: (207) 287-6251

With offices located at the Central Maine Commerce Center, 45 Commerce Drive, Suite 1, Augusta, ME 04330

Mitigating Circumstances: Applicant was forthright and cooperative with the Committee; Applicant self-reported to Maine EMS; and was licensable on May 12, 2009.

MOTION: To recommend that the Board issue the license with a Letter of Guidance, to be maintained in the file for four years based upon the applicant providing emergency medical dispatch services for one hundred sixty seven calls and could find the applicant in violation of 32 MRS §82 (1) License required [emergency medical dispatch center or emergency medical dispatcher may not operate or practice unless duly licensed by the Emergency Medical Services' Board pursuant to this chapter]. (Metayer; second by Knowlton) Unanimous.

Unless otherwise directed by the Board, the Committee will consider its duties with respect to this application complete upon ratification by the Board of the Committee's recommendation or other final action by the Board.

Adjourned at 9:15 a.m. - next meeting will be April 6, 2011.