

**MAINE EMS
INVESTIGATIONS COMMITTEE MEETING
THURSDAY, DECEMBER 21, 2006
DE CHAMPLAIN CONFERENCE ROOM, AUGUSTA
RATIFIED BY THE MAINE EMS BOARD – JANUARY 3, 2007**

MEETING MINUTES

Present: Rick Doughty, Paul Knowlton, Oden Cassidy, Carol Pillsbury
William Montejo, Steve Leach

Staff: Dawn Kinney, Alan Leo

Maine EMS Investigator: Karen Packard

AAG: Laura Yustak Smith

1. Call To Order: The meeting was called to order at 9:35 a.m.

A. Additions/Deletions to the Agenda

1. Complaint/Investigation Case 06-18

The committee entered executive session for the purpose of review and reviewing investigation and discussing case 06-18.

Motion: To enter executive session pursuant to 32 M.R.S.A. §90(A)(3), §92(3) and 1 M.R.S.A. §405(6)(F) for the purpose of discussing case 06-18, and 1 M.R.S.A. §405(6)(E) for receiving legal advice. (Doughty; Knowlton - motion carries)

The committee entered executive session at 09:45 a.m. and exited at 10:00 a.m.

During executive session, the committee discussed options for disposition of case 06-18.

Motion: Resolve the investigation for case 06-18 by issuing a Letter of Guidance to Licensee to include strong encouragement to seek additional education in documentation; to consult with a police officer when there is potential that a patient may need protective custody and emphasize the importance of complete and accurate documentation, especially in no transport situations. The Letter of Guidance is to remain in Licensee's file for a period of five years. (Montejo; Cassidy – motion carries).

2. Investigations – Executive Session

A. Informal Conference – Case # 06-16

The committee entered executive session for the purpose of receiving legal advice for case 06-16.

Motion: To enter executive session pursuant to 32 M.R.S.A. §90(A)(3), §92(3) and 1 M.R.S.A. §405(6)(F) for the purpose of discussing case 06-16, and 1 M.R.S.A. §405(6)(E) for receiving legal advice. (Leach; Doughty - motion carries)

The committee entered executive session at 10:05 a.m. and exited at 10:15 a.m.

The committee received legal advice for the informal conference for case 06-16.

The committee entered executive session for the purpose of conducting an informal conference with the subject of case 06-16 at 10:20 am and exited at 10:50 a.m.

During executive session, the committee conducted an informal conference with licensee and discussed options for disposition of case 06-16.

Motion: Move to table case #06-16 until May 2007, providing no unforeseen circumstances, to allow Licensee to complete the educational requirements listed below:

- 1. Attend a Pharmacy therapy program that will be developed by Dr. Steve Diaz, State Medical Director and administered by MEMS staff. MEMS staff will provide a report to the Investigation Committee.***
- 2. Present to the Investigation Committee at the May 2007 meeting, an outline of a CEH program on seizure management for status epilepticus and the importance of following the Maine EMS Prehospital Treatment Protocols.***
- 3. Instruct the CEH program to other providers after presenting program to the Investigations Committee.***

At the May 2007 Investigations Committee meeting, the committee will make its recommendation to the Board with respect to disciplinary action. (Leach; Doughty - motion carries).

B. Informal Conference – Case # 04-39

The committee entered executive session for the purpose of conducting an informal conference with the subject of case 04-39 at 12:10 pm and exited at 12:50 p.m.

Motion: To enter executive session pursuant to 32 M.R.S.A. §90(A)(3), §92(3) and 1 M.R.S.A. §405(6)(F) for the purpose of conducting an informal conference concerning case 04-39 (Doughty; Montejo - motion carries)

During executive session, the committee conducted an informal conference with licensee, reviewed letters of recommendation, and discussed options for disposition of case 04-39.

Motion: Resolve the investigation for case # 04-39 by issuing a Letter of Guidance to Licensee to include emphasis on a positive attitude as confidence and trust in EMS providers is crucial to the public's willingness to access the EMS system and for Licensee to seek professional assistance if he feels his stress level is affecting his attitude. The Letter of Guidance is to remain in Licensee's file for a period of five years. (Doughty; Knowlton – motion carries)

3. Applications

A. Paul Bean

The committee directed staff to return Paul Bean's application to him as an incomplete application. Mr. Bean has not submitted the requested information required to process his application.

4. Next Meeting

The next meeting is scheduled for Thursday, January 18, 2007 at 9:30 a.m.

5. Adjourn

Adjourn – The meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Dawn Kinney, EMT-P
Licensing Agent