BOARD OF EMS MEETING
OCTOBER 4, 2017
9:30 AM
DE CHAMPLAIN CONFERENCE ROOM
FINAL MINUTES

Members Present: Greg Coyne, Joseph Conley, John Martel, Tim Beals, Judy Gerrish, Jeff Rowe, Lori Metayer, Laura Downing, Joseph Kellner, Brad Chicoine, Julie Ontengco, Denys Cornelio, Carolyn Brouillard, Scott Susi

Medical Direction: Dr. Matthew Sholl, State Medical Director; Dr. Kate Zimmerman, Associate State Medical Director

Members Absent:

Staff: Shaun St. Germain, Katie Boynton, Alan Leo, Jason Oko, Don Sheets, Tim Nangle
Office of the Attorney General: Katie Johnson
Regional Coordinators: Benjamin Zetterman, Joanne Lebrun, Rick Petrie

Guests: Dennis Russell, Ben Snowman, L’Essa Blaylock, Jim MacDonnell, Jonathan Busko, Wayne Werts, Kevin Gurney, Marc Minkler, Nathan Yerka, Geoffrey Miller, Christopher Paré, Lisa Bennett

Meeting Called to Order: 9:29 AM

1. Introductions are made.

2. Minutes August 2, 2016

   a. MOTION: To approve the minutes as amended; Joe Conley/ Brad Chicoine

3. Public comments –

   a. Johnathan Busko, Medical Director Region 4: Flexnor Report, Quality Assurance, request to change law.


5. Maine EMS Update

   a. Budget – Shaun St. Germain provided the Board with an update on the budget.
b. Legislation – Shaun St. Germain provided the Board with an update on current legislation direction.
c. Community Paramedicine – Dennis Russell provided the Board with an update on the administration meeting for Community Paramedicine. Dennis and Shaun answered questions from the Board.
d. Ops – Shaun St. Germain provided the Board with an update of recent Ops meetings.

6. Medical Director Report
   a. MDPB – Dr. Sholl provided the Board with an update on the MDPB. The update focused on protocols, stroke care, and conferences.
   b. QA/I – Dr. Sholl provided the Board with an update on the QA/I committee.

7. Investigations –
   a. September Committee Minutes and Recommendations
      i. **MOTION: To accept the minutes as amended; Coyne/Kellner; unanimous.**
      ii. Alan Leo provides the Board with case updates.
          - **MOTION: To accept Case 17-020 as recommended; Beals/Ontengco; unanimous, with Joe Kellner recusing himself from this case.**
          - **MOTION: To authorize the Committee to move forward on Case 17-015 with an informal conference with or without a representative from the service present; Kellner/Beals; unanimous**
          - **MOTION: To accept Case 16-082; Kellner/Ontengco; unanimous, with Joe Conley and Laura Downing recusing themselves from this case.**
          - **MOTION: To accept Cases 15-026, 15-032, 17-023, 17-025, and 17-029 as presented; Ontengco/Chicoine; unanimous**
   b. Open seat on the Investigations Committee
      i. **MOTION: To appoint Joe Kellner to the Investigations Committee; Beals/Gerrish; unanimous.**

8. Old Business
   a. ASMI Group meetings (suggest moving after committee reports)
      i. Shaun St. Germain recommends moving this piece to after lunch.
   b. Discussion on data release
      i. Shaun St. Germain offers to answer any questions regarding the data release. Rick Petrie answers questions from the Board.
      ii. **MOTION: To delegate the authority to enter into confidentiality agreements with the regional offices regarding data collection for QA/QI purposes to the MEMS Director; Conley/Ontengco; unanimous**
      iii. Board members engage in discussions surrounding the data release changes.
   c. Draft rule changes
      i. Sub-committee report: Jason
   d. Shut off NEMSIS
i. **MOTION:** To direct the MEMS office to convert everything to NEMSIS III as soon as is practical; Kellner/Gerrish; unanimous

c. Makeup of the Community Paramedicine Committee
   i. Shaun St. Germain recommends Dennis Russell to have a leadership role in the committee and to adopt the positions recommended at the last Board meeting. There are discussions surrounding the direction.
   - MDPB Representative
   - CP Program Medical Director
   - Municipal EMS CP
   - Non-Municipal CP
   - Training Center
   - Hospital CP
   - College/University
   - At-Large ALS
   - At-Large BLS
   - At- Large
   - Maine Medical Association
   - Home Health
   - Maine Hospital Association
   - MEMS Staff

ii. **MOTION:** To appoint Dennis Russell as Chair and approve the make-up of the committee as is; Kellner/Conley; unanimous

iii. **MOTION:** To amend the previous motion to have Dennis Russell serve as Chair until the committee members are appointed and then the committee will appoint a chair within itself at which time the Board Chair will then confirm; Kellner/Conley; unanimous

f. How Members are Appointed to Committees

9. New Business
   a. Election of Board Chair
      i. Shaun St. Germain provides an update to the Board regarding the dismissal of Mike Senecal and Chief Possick as Board members and the Acting Chair role of Scott Susi.

      ii. **MOTION:** To accept Scott Susi as the new chair to fill the remainder of the chair position; Metayer/Gerrish; unanimous

      iii. **MOTION:** To form a Nomination Committee for the Chair-Elect position; Gerrish/Coyne; unanimous

      iv. **MOTION:** To accept the membership of the Nomination Committee to include Denys Cornelio, Judy Gerrish, and Julie Ontengco; Beals/Metayer; unanimous

   b. Maine Ambulance Association
      i. Fatigued Drive Taskforce – Tim Beals provides the Board with information regarding this Taskforce.

      ii. **MOTION:** To authorize Maine EMS to solicit applications and select a Licensed Provider to fill a seat on the MAA Taskforce; Metayer/Gerrish; unanimous, three abstentions

   c. Proposed change to the Maine EMS Exam Administration Manual
i. Katie Boynton presents the proposed changes to the Exam Administration Manual. A motion by Greg Coyne to have the Education and Exam Committees look at the changes was withdrawn. The Board will have the Exam/Education committees review the changes.

d. Region I Medication Exchange Program Update
   i. Rick Petrie presents an update to the Board and answers questions.
   ii. **MOTION: To accept the document with the amendments of “Introduction” strike “That transport patients”, Section 1, P4 “Regional Medical Control of MEMS” strike and change to “MDPB” Section 2 P4 “same change”, Somewhere have the document address getting controlled substances; Coyne/Ontengco; unanimous**

10. Committee Reports
   a. Education – Don Sheets provides the Board with an update.
   b. Data – Tim Nangle provides the Board with an update.
   c. Exam – Don Sheets informs the Board that the committee has not met.
   d. EMD – Jason Oko provides the Board with an update.

11. Other
   a. Next Meeting – December 6, 2017

12. Board recesses for lunch at 12:38

13. Board reconvenes at 1:15

14. Board breaks into four ASMI workgroups.
   a. At 3:15 the groups reconvene for a summary of discussion.

15. Adjournment
   a. The meeting adjourned at 3:27 PM