

**Regional Training and Manpower
March 10, 2010
Council Office
Bellefonte, Pa**

Attendance: Helen Rogers-Koon, Centre County
Tracey Reagan, Centre County
Mark Milliron, Centre County
Tracie Young-Brungard, Clinton County
Mark Keller, Mifflin County
Wendy White, Mifflin County
Howdy McGinnis, Juniata County
Dave Jones, Centre County, Penn State University
Carolyn Love, Centre County
Mark Wolfgang, S MEMSC

*Mark Wolfgang called the meeting to order at 1807 hours, with introductions being done by all in attendance.

*Mark opened the meeting by explaining the roles and duties of the Regional Training and Manpower Committee. The Regional Training and Manpower Committee is comprised of current instructional, and evaluation staff within the Region, along with the Regional Training Coordinator. The committee is to serve as an "advisory" committee that will assist in updating current training policies, and training and evaluation practices within the Region, while meeting any and all requirements of the Commonwealth of Pennsylvania.

*Mark then explained that he did not wish to have this a "voting" meeting, but wanted the meeting to be an educational meeting/re-organizational meeting being that this committee has not met for many years, and there are a lot of new faces to this committee. At this time a review of the Regional Training and Certification was done along with discussion-

There are currently 9 certification training sites located within the Region that are utilized for Bureau of EMS certifications courses:

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|-----------------|----------------------------------------------------------------------------------------------------------------------|
| <u>Mifflin-</u> | Pa State Fire Academy, Lewistown |
| <u>Juniata-</u> | Central Juniata EMS Community Building, Mifflintown |
| <u>Clinton-</u> | Lock Haven University, Lock Haven |
| <u>Centre-</u> | CPI (Centre Vo-Tech), Pleasant Gap State College High School, State College Bellefonte High School, Bellefonte |

Philipsburg Area Training, Philipsburg
Penn State University, University Park Campus
Centre LifeLink EMS, State College

Within the current nine (9) training sites it is projected that there will be 15 total certification courses done in fiscal year 09-10. At this time, dialogue was started by Mark with his concerns of additional training requests that he received in the Council office. Mark explained that he had a request currently from a Fire Department in Centre County requesting a DOH First Responder Course to be held at their station. Mark explained that at this time there are a good number of courses going on, and that numbers for enrollment are higher than normal, and that there was no way that the Council could support this request with the required amounts of training equipment needed to have this done effectively. Mark invited anyone in attendance to go to the storage room and look at what little equipment remained.

*A review of the for the State Approved EMT-Instructor course was covered, with Mark informing that the only site currently used is located at Penn State University. PSU has been able to secure this program through the college and allows the Regional Candidates to participate at the Regional price. Also discussed was the State Evaluator program that is and will be in the future conducted through the Council Office. Mark also indicated with the conversation to come about State Testing that a Regional Evaluators program will need to be scheduled. Some discussion was held as to what Instructor programs the State currently accepts. At this time the approved DOH and the PSFA Education Methodology Courses are acceptable Instructor Programs.

*This information that was given to those in attendance then started conversation as to making priorities to update current policies and procedures within the Region to base the selection of when, where, and what time's certification courses could be done, and or requested. It was discussed and agreed that we would now call this "Phase #1"

Phase #1 is to consist of the following policies and procedures:

1. Mutual Training Sites for locations that are requesting certification courses that would not be held in any of the current 9 sites.
2. Produce policies and procedures and have them readily available for all those involved in conducting and or requesting certification programs within the Region.
3. Develop and deliver an educational program on how certification courses are conducted, when and where they are conducted. This program would be for any and all interested, but discussion was held that this should target local Fire Departments as they may not completely understand the "working" end of EMS training verses "Fire" training.
4. Ensure that any and all policies and procedures explain how the approval processes will be done, and how the Committee will process all request made to the Council office.

*Tracie Young-Brungard offered to provide some copies of policies and procedures that the PSFA currently use for certification courses and certification testing. This will assist the group with ideas and the planning of Phase #1.

*The phase #1 conversation then lead straight into a “temporary” budget short fall for State Testing of Practical skills due to the larger class numbers and the total number of courses that will need tested. Mark explained that a budget revision can and will be done, but he expressed his concerns that a better idea of courses needs to be done so that in the future budgeting can be done more accurately. At this time, Mark then asked those in attendance to forward within 4 weeks, or a week before the next meeting whichever comes first, all comments and concerns for the 4 priority Phase #1 topics, as well as comments on the following testing policies, procedures and ideas:

1. Testing that would be done for courses outside of those listed within the DOH contract, “to pay or not to pay” “Amounts to be charged”
2. Ideas on Regional Testing, test dates and times done for both First Responder and Emergency Medical Technician-Basic.
3. Obtaining patient actors from within the Region for State Practical testing, would the patient actors be paid, would they be offered continuing education credits for assisting.

*Ideas can be sent straight to Mark to be compiled for the next meeting, Phase #1 topics should be sent in by no later than April 19th 2010 so that as much of a “Draft” version of policies and procedures can be written up for the next meeting, and Mark will forward out to the committee members copies of current policies and procedures.

*An overview of the Regional Council American Heart Association was done with the following information being reviewed:

There are 4 AHA Sites that are affiliated with the Regional Council

1. Philipsburg Area EMS Training
2. Seven Mountains EMS Council
3. Centre LifeLink EMS
4. Fame EMS

In 2009, with all the AHA activity under the Regional Council AHA Training Center, over 1200 people were certified.

*An overview of the Regional Coned Sponsors and activity was presented with the following information given:

1. Currently there are 57 Active sponsor sites within the Region
2. 987 Coned classes were conducted in 2009
3. Approx 1700 providers attended the 987 coned classes conducted.

*A brief overview of the Joint Rescue programs (DOH, PSFA) was done indicating the following:

1. In 2009 there were 18 BVR, BRP, and SVR courses conducted and tested by the Regional Council, or the ETA hosting the classes.

*Mark talked very briefly about a possible education opportunity within the Region for Pediatric Education that the Regional EMSOF Committee was working on. He explained that he did not want to go into great detail until the project was approved at the next Council meeting (4-1-2010).

*Mark advised the committee that staff was looking into things to do during EMS Week. One thing that Council staff was looking at was the possibility of doing an EMS Week Coned Day/Weekend. Mark asked the committee if they would be interested in assisting in setting this up. The group talked about it and discussions indicated that they would be interested in assisting, but they really didn't think that having this planned out and moving in time to get it done by EMS Week was plausible. Mark then asked the committee if they would still be willing to move forward with the idea of an EMS Coned day/weekend. The group indicated that they would be and would like to apply a theme to the day/weekend. The following is a list of class idea's that were discussed for classes to look into having:

1. Hybrid Vehicle Update, with demonstration
2. CPAP for BLS
3. Pulse Ox for BLS
4. Director Schmider, Open Fire Side Chat
5. Documentation, Trip sheet
6. Legal, Page Wolfberg Worth Mock Trial
7. Disaster (MCI, Haiti, Dr. Neal)
8. Roy Cox, Field Training Officer
9. MCI, AJ Hieghtman
10. Jack Glass, Rescue
11. Advanced Airways
12. Skills Lab Trailers, GHG
13. Team Building, Recruitment Retention
14. Management Issues
15. Title 28 Roll Out
16. Professional Instructor Development
17. Anything Medical Trauma Related
18. OSHA Training
19. Back to the Basics
20. Scan EMS
21. Complications from Gastric Bypass Surgery
22. Special Needs Patients
23. ITLS
24. Dealing with Bariatric Patients

*The final item addressed by Mark was his wish to have the Training and Manpower Committee assist in writing certification class module exams for both the First Responder and the EMT-B courses. Assistance in writing and validating these would be a big benefit to everyone, as we would then be able to maintain a current and up to date test bank, and to also have multiple tests for re-testing purposes.

*Next meeting action items:

1. Address items and actions needed to gain movement on the Phase #1 project.
2. Address items and actions needed to gain movement on the Testing project.
3. Obtain the Theme and get a date and class movement for the Regional EMS Coned day/weekend.
4. Location, Date and Time for the next meeting.
5. Discuss items that the Committee can move forward with vs. items that would need to move to the Council Board for voting.

*Next meeting time and location:

April 29th 2010

18:30 Hours

Damon's Restaurant, State College (Stadium Room)