



**MINUTES**

**EMERGENCY MEDICAL SERVICES & TRAUMA SYSTEM**

**DIVISION OF COMMUNITY HEALTH**

**EDUCATION COMMITTEE**

**April 05, 2017 – 10:00 A.M.**

**MEMBERS PRESENT**

Frank Simone, Chairman, NLVFD  
Jim Kindel, BCFD  
Mark Calabrese, CCFD  
Samuel Scheller, GEMS  
Chris Racine, LVFR  
Don Abshier, CCFD  
Carl Bottorf, RN, LG

Steven Carter, AMR  
Chief Kim Moore, HFD  
Ryan Bezemer, CA  
Glenn Glaser, MW  
Melanie Ondik, CA  
Brandie Green, CSN  
Nicole Brown, Life Guard International

**MEMBERS ABSENT**

Derek Cox, LVFR  
Steve Johnson, MWA  
Chris Calcagni, JTM

August Corrales  
Devon Eisma, RN, MA

**SNHD STAFF PRESENT**

Christian Young, MD, EMSTS Medical Director  
Laura Palmer, EMSTS Supervisor  
Michelle Stanton, Recording Secretary

Gerald Julian, EMS Field Rep.  
Scott Wagner, EMS Field Rep.

**PUBLIC ATTENDANCE**

Jim McAllister, LVMS  
Syd Selitzky, HFD  
Mike Barnum, AMR

Tony Greenway, VHS  
Eric Anderson, MWA

**CALL TO ORDER - NOTICE OF POSTING OF AGENDA**

The Education Committee convened in the Red Rock Conference Room at the Southern Nevada Health District on Wednesday, April 05, 2017. Chairman Frank Simone called the meeting to order at 10:18 a.m. The Affidavit of Posting was noted in accordance with the Nevada Open Meeting Law. Chairman Simone noted that a quorum was present.

**I. PUBLIC COMMENT**

Public comment is a period devoted to comments by the general public on items listed on the Agenda. All comments are limited to five (5) minutes. Chairman Simone asked if anyone wished to address the Committee pertaining to items listed on the Agenda. Seeing no one, he closed the Public Comment portion of the meeting.

## **II. CONSENT AGENDA**

Chairman Simone stated the Consent Agenda consisted of matters to be considered by the Education Committee that can be enacted by one motion. Any item may be discussed separately per Committee member request. Any exceptions to the Consent Agenda must be stated prior to approval.

Minutes: Education Committee Meeting, March 01, 2017

Chairman Simone asked for a motion to approve the minutes of the March 01, 2017 Education Committee meeting. A motion was made by Member Carter, seconded by Member Kindel and carried unanimously to approve the minutes as written.

## **III. REPORT/DISCUSSION/POSSIBLE ACTION**

### **A. Review/Discuss Proposed Changes to the Education Committee Bylaws**

Frank Simone reported to the committee that an addition to the Education Committee bylaws should be made in order to keep all committee bylaws consistent. Addition to be made as follows: Section 3. Alternates - "Each standing member may designate an alternate member(s) to serve in their place should they be temporarily unable to perform the required duties. All requests must be made in writing to the OEMSTS."

Chairman Simone asked for a motion to refer the Changes to the Education Committee Bylaws to the Medical Advisory Board for approval. Motion was made by Member Abshier, seconded by Member Carter and carried unanimously.

### **B. Report from Education Workgroup (01/25/17; 03/28/17)**

#### **1. Evaluation of Mentorship Program for Paramedics**

Frank Simone advised the committee of the Education Workgroup's suggestion to reduce the number of satisfactory patient contacts or scenarios evaluated from 90% to 80% during phase 2 and phase 3 of the mentorship/ internship.

#### **2. Discussion of Layout of Secondary & Primary Instructor Classes**

Frank Simone advised the Committee that the Education Workgroup suggests changing the names of Primary and Secondary Instructor to EMS Instructor I and EMS Instructor II. This name change would be consistent with both the fire service industry and the National Association of U.S. Educators. There will be no portfolio requirement to move from EMS Instructor I to EMS Instructor II. Also, there will no longer be the requirement of operating as an EMS Instructor I for one year before being eligible to take a bridge program and become an EMS Instructor II.

#### **3. Discussion of Monitoring Form for Instructor Applicants**

Frank Simone notified the Committee of suggested changes to be made to the instructor applicant monitoring form. There will be a single form to be used for both courses with the skills evaluation being built into the course itself and the time requirement will be removed.

Chairman Simone asked for a motion to approve all topics from item B and refer to the Medical Advisory Board for approval. Motion was made by Member Racine, seconded by Member Abshier and carried unanimously.

### **C. Review/Discuss EMS Instructor Course Curriculum**

See section E for details

### **D. Review/Discuss Proposed Changes to the Existing SNHD Internship/Preceptor Program Including Changes to the Major Evaluation Form**

Frank Simone confirmed with the Committee that this item was approved during the March 01, 2017 Education Committee Meeting and does not need to be addressed again at this time.

E. Review/Discuss Proposed Changes to the SNHD EMS Instructor Process Including Name, Criteria, and Course Content

Frank Simone informed the Committee of the changes the Education Workgroup suggested. First, change the instructor titles from primary and secondary instructor to EMS Instructor I and II. Second, the EMS Instructor I will consist of a minimum 16 hours course content including skills evaluation and no lecture in the didactic. EMS Instructor II will consist of 24 hours course content, include a monitored lecture presentation, there will be no portfolio requirement, and the one year wait requirement to move from a level I to a level II instructor will be removed. Applicants must also hold a current instructor I endorsement before attending an instructor II course.

Chairman Simone asked for a motion to approve the Proposed Changes to the SNHD EMS Instructor Process Including Name, Criteria, and Course Content and refer to the Medical Advisory Board for approval. Motion was made by Member Green, seconded by Member Carter and carried unanimously.

**IV. INFORMATIONAL ITEMS/ DISCUSSION ONLY**

Brandie Green addressed the Committee with concerns over the recent rejection of several packets of internship paperwork by the EMS office at SNHD for missing signatures. She asked if an attestation form could be developed rather than having to print 300 or more pages for signatures.

Laura Palmer advised that signatures on all pages are the standard. She said that if sometime in the future there were a legal issue and the paperwork was examined and found to be missing signatures there is no way to prove the intern was found to be competent. Ms Palmer will consult with John Hammond and decide if an attestation page would be an acceptable solution.

**V. PUBLIC COMMENT**

Public comment is a period devoted to comments by the general public, if any, and discussions of those comments, about matters relevant to the Committee's jurisdiction will be held. No action may be taken upon a matter raised under this item of this Agenda until the matter itself has been specifically included on an agenda as an item upon which may be taken pursuant to NRS 241.020. All comments are limited to five (5) minutes. Chairman Simone asked if anyone wished to address the Committee. Seeing no one, he closed the Public Comment portion of the meeting.

Frank Simone thanked all who participated in the Education Workshops for their hard work over the last few months.

**VI. ADJOURNMENT**

There being no further business to come before the Committee, Chairman Simone called for a motion to adjourn. A motion was made by Member Green, seconded by Member Carter and carried unanimously by the Committee to adjourn the meeting at 10:32 a.m.