

**TIDEWATER EMERGENCY MEDICAL SERVICES COUNCIL, INC.
EDUCATION & TRAINING COMMITTEE MEETING MINUTES**

Meeting Date: November 15, 2017

Meeting Location: TEMS

Chaired By: Ray Willet

Begin Time: 9:30 a.m. **End Time:** 11:30 a.m. **Minutes Submitted By:** David Long

Members Present: David Long, Dell Brooks, Debbie Brennaman, Jason Ambrose, Christie Budy, Ray Willet, Terri Christman, Christopher Payne, John Walker, Forrest Winslow, and Thomas Schwalenberg

Item	Discussion	Action Required	By Whom/When
Introductions	A brief introduction that allowed for members attending to introduce themselves and the agency they represent to the committee.	N/A	N/A
Committee Minutes	Review and approval of previous meeting minutes	N/A	N/A
EMS Educational Programs	<ul style="list-style-type: none"> a. October 30 – EMS Quarterly – EVMS Cadaver & Simulation Lab – well attended; consider future offerings. b. Quarterly Training Schedule for 2018 – Following discussion, it was confirmed that the desire of the committee is that this not be referred to as CEU training. At next meeting a schedule of proposed dates and topics will be presented for discussion. The committee asked if it was possible to obtain analytics from EMS Symposium (what classes were well attended). 	<p style="text-align: center;">N/A</p> <p style="text-align: center;">Draft Training Schedule</p>	<p style="text-align: center;">N/A</p> <p style="text-align: center;">Long</p>
Medical Operations Committee Initiatives	<ul style="list-style-type: none"> a. Nothing to report/discuss 	N/A	N/A
Operational Medical Directors Initiatives	<ul style="list-style-type: none"> a. Sanctioning exam – reviewed the categorizing of test questions. Following discussion, it was agreed upon the number of test questions would be 100 of the following breakdown; Cardiac 30 (10 rhythm strips, 10 cardiac arrest, and 10 cardiac general), General-15, Airway-15, Environmental-5, Neurology -5 OB/GYN-5, Toxicology-5, Trauma-15, and Pediatric-5. b. Ray Willet will provide the question bank to Judy Shuck, so she can begin to enter into Moodle. c. A question was posed regarding administration of the exam. Following lengthy discussion, the committee desired the ability to administer the exam locally (via respective training departments) and recommend that testing at TEMS be a supplemental test site. Additionally, the committee would like to see immediate test results and, if possible, automatic notification built in to notify the respective OMD and Chief Medical Officer. Ray Willet will present this recommendation at the next OMD on December 6th and next MOC meeting on December 13th. d. Regional Medical Protocols – a great deal of discussion regarding the “review” process. Committee members would like to have a three year review schedule (possible color coding), with the comprehensive review occurring every third year. It was also recommended to include either the review date or the effective date of the protocol. The committee also discussed the concepts of “triggers” for protocol review, such as drug shortage or a drug change (added or removed). Chair, Ray Willet will present at the next OMD meeting December 6th and next MOC meeting December 13th. 	<p style="text-align: center;">N/A</p> <p style="text-align: center;">Provide Sanctioning Question Bank</p> <p style="text-align: center;">Present recommendation for testing</p> <p style="text-align: center;">Present recommendation for review</p>	<p style="text-align: center;">N/A</p> <p style="text-align: center;">Ray Willet</p> <p style="text-align: center;">Ray Willet</p> <p style="text-align: center;">Ray Willet</p>

TMES Education & Training Committee Meeting Minutes

Item	Discussion	Action Required	By Whom/When
Performance Improvement Initiatives	a. Time Sensitive Emergencies – The PI committee chair discussed this task with the committee. The PI Committee is gathering data that will be used to assist in developing the educational materials for a Scene Time Education/Awareness program.	Specifics to follow	Winslow/Budy
New/Unfinished Business	<p>a. Appoint co-chair: Amanda Pulley was nominated – motion was made and seconded, all voted in favor.</p> <p>b. There was a lengthy discussion regarding the sanctioning process. Most members expressed concerns on the validity of the process and want to explore changes to the process. The oral board process was discussed at length, as well as, a regionally accepted preceptor program.</p>	<p>Appoint Co-chair</p> <p>Provide copy of the sanctioning process</p>	<p>Committee</p> <p>Long</p>
Roundtable	a.	N/A	N/A
Next Meeting	The Education & Training Committee meeting will be held on December 20 15, 2017 at the TEMS Office at 9:30am.	N/A	N/A