



MICHAEL R. PENCE, Governor  
STATE OF INDIANA

INDIANA DEPARTMENT OF HOMELAND SECURITY  
302 West Washington Street  
Indianapolis, IN 46204

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## EMERGENCY MEDICAL SERVICES COMMISSION

### TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

DATE: April 2, 2013; 10:00 a.m.

LOCATION: Noblesville Fire Department, Station 77  
15251 Olio Road  
Noblesville, IN 46060

PRESENT: Leon Bell, Chairman, ALS Training Institute  
Charles Ford, EMS Chief Executive Officer  
Faril Ward, EMS Chief Operating Officer  
Tina Butt, First Responder Training Director  
Sherry Fetters, Vice Chairman, EMS Chief Executive Officer  
Jessica Lawley, ALS Training Program Director  
Michael Gamble, Emergency Department Director  
Elizabeth Weinstein, EMS for Children  
Jaren Kilian

NOT PRESENT: Michael McNutt, BLS Training Program Director  
Sara Brown, EMS Medical Director  
Edward Bartkus, EMS Medical Director  
An Equal Opportunity Employer

OTHERS PRESENT: Myron Mackey, EMS Commissioner  
Rick Archer, EMS State Director  
Chuck Valentine, EMS Commissioner  
John Zartman, EMS Commissioner  
Terri Hamilton, EMS Commissioner  
Elizabeth Fiato, IDHS Staff  
Mike Garvey, IDHS Chief of Staff  
Other IDHS Staff and members of the EMS Community

- 1) Meeting called to order at 10:05 a.m. by Vice Chairwoman Sherry Fetters. Chairman Bell and Mr. Charles Ford arrived at 10:08 a.m.
- 2) Roll call, quorum present
- 3) Adoption of minutes:  
Vice Chairwoman Fetters asked if anyone had any additions or corrections to the minutes. Jessica Lawley stated that there was some missing information from the last recommendation. The part regarding the waiver being sent to the TAC for a recommendation then the TAC will send a recommendation back to the Commission. Sherry Fetters's name was misspelled and EMS Commission Chairman Lee Turpen's name was misspelled.

**Vice Chairwoman Feters made a motion to adopt the minutes as amended. The motion was seconded by Ms. Tina Butt. The motion passed.**

4) Public Comment: None

5) Announcements:

Chairman Bell asked to move the August meeting. It was stated that a schedule had not been set past the current meeting. Director Archer stated that IDHS is working on the budgets for next year. He further stated that something should be announced within the next couple of weeks.

**Vice Chairman Feters made a motion to move the TAC meeting to the second Tuesday of the month of August with the contingency that a meeting is set for the month of August. The motion was seconded by Dr. Elizabeth Weinstein. The motion passed.**

Chairman Bell recognized the paramedic student from Columbus Ivy Tech.

6) Old Business

Chairman Bell discussed and recapped the last EMS Commission meeting for the TAC members that did not attend the March 22<sup>nd</sup> Commission meeting. Chairman Bell stated he wanted to discuss testing mechanisms for competency for additions to the curriculum. Chairman Bell stated he wanted to break up into groups to look at the modules or testing mechanisms. He stated he wanted to look at how to test a student post graduation.

Director Archer stated he would like for the TAC to look at the reciprocity process, the testing and certifying of military personnel.

Vice Chairwoman Feters asked if all the things that were being discussed had the Commission assigned the tasks to the TAC. Director Archer stated

it had not but it was something he anticipated would be sent to the TAC in the near future.

Dr. Weinstein announced the banquet for EMS for Children and stated that if anyone had any nominations for the EMSC Health Care Hero award could submit their nomination through the EMSC web site. The breakfast to present the award will be held at the Ruth Lily Education Center in May.

Chairman Bell went back on the agenda and started to discuss the Primary Instructor rule interpretation and review that the Commission assigned the TAC. The question has been posed when does the PI candidate need to complete the EMT exams? What is the time frame for the internship? When does the one year time frame begin? Discussion followed regarding PI candidate affiliation and if the Training Institutions need to affiliate the candidates that are taking a PI course. It was suggested that an application be created with all of the pre-requisites listed on it. More discussion followed. Vice Chairwoman Fetter suggested that the TAC could start making the recommendations to the Commission from both the operational side and from the educational side. Chairman Bell believes that a mix of both side make a good debate to bring up more points. More discussion followed.

The sub-committee made the following recommendations:

- 1. PI candidate must successfully complete the exams and the internship within one year of the date of course completion.**
- 2. PI applying for reciprocity must successfully complete the internship and the exams within one year of submitting the PI application.**

**A motion was made by Mr. Faril Ward to accept the sub-committee's recommendation. The motion was seconded by Dr. Michael Gamble. Discussion followed. Mr. Ward withdrew his motion. Dr. Gamble withdrew his second. Chairman Bell sent the issue back to the sub-committee and asked for more clarification in the verbiage.**

Vice Chairman Sherry Fetters reported out on the distance learning sub-committee. The sub-committee was asked to look at the distance learning with the focus on the EMT classes because for the rule stating that the PI has to be present. The sub-committee believed two things needed to be clarified the definition of present and session. The sub-committee does believe that EMS needs to come up with the times to allow distance learning.

**The sub -committee made the following recommendations. They further believe that the PI needs to be responsible for the delivery of all of the objectives as set forth by the NES and the Indiana EMS Commission requirements. Physical classroom is interpreted as in person or face to face. The Primary Instructor is to oversee the learning experience directly by being physically present at every class session. In the virtual, distance or on-line the definition of present, the Primary Instructor directly verifies the educational content as being appropriate when prescribed by the National education standards and that the instructor is available to all the students through technology or other methods for coaching, evaluation, and feedback. They recommend that session be defined as a learning experience in person in which the PI and the students meet to discuss, teach, learn, and evaluate. The sub-committee does not believe that there is a fiscal impact.**

**A motion was made by Mr. Charles Ford to accept the sub-committees recommendation. The motion was seconded by Ms. Tina Butt. The motion was passed.**

Chairman Bell called for a ten minute break at 11:40am.

Chairman Bell called the meeting back to order at 11:49am

Chairman Bell asked for an update from Director Archer on the status of the PI testing. Director Archer asked Mrs. Liz Fiato to give the report since she had more visibility on the testing. Mr. John Zartman reported on his class that actually took the new exam. Four students took the new PI exam. Three students passed the exam and one did not. Mrs. Fiato reported that by just grading the student's exams and taking all 135 questions that only one of the four students would have passed. When the exam was gone through and the "bad" questions were pointed out to three of the four students, they passed the exam. The agency has been in contact with a psychometrician in regards to the PI exam. We have been through the process even though we have completed a couple of the steps backward. We are almost through the process. The agency has an appointment with the psychometrician to look at the test. The "bad" questions will go back to a committee for rewording or complete rewriting. Mrs. Fiato described the process that needs to be followed. Some discussion followed Mrs. Fiato's report.

#### 7) New Business

Chairman Bell wrote down things on the white board that he believed needed to be discussed along with the things Director Archer discussed earlier in the meeting. After some discussion among the TAC members they decided to put everything into two groups: operations and education. The following topics the TAC members decided should go under the education group:

- Testing for competency for post graduation
- Build exams
- Refresher courses
- NREMT-specifically
- Grants where can we find money
- PI
  - Application
  - Affiliation
  - Pre-requisites
  - Validation of add-ons beyond NES

The following topics the TAC members decided should go under the education group:

- Military pass thru
- Transition bridge
- Hybrids
- Community Para medicine
- Post graduate gateway
- Community medic
- Tactical medicine
- Exceptions for AEMT providers

Chairman Bell called for a 35 minute break-out session.

The break-out session began at 12:22pm.

Open discussion followed within the groups.

Chairman Bell reconvened the meeting at 12:58pm.

The following TAC members were assigned to the sub-committee to look at the topics under the operation heading:

- Sherry Fetters
- Chuck Ford
- Faril Ward
- Sara Brown
- Ed Bartkus
- Jaren Kilian
- Michael Gamble

And three non- TAC members

The group set priorities

1. Advanced EMT provider requirements
2. Reciprocity
3. Community Based
4. Tactical Medicine
5. Grant Funding

The following TAC members that were assigned to the sub-committee to look at the topics under the operation heading:

- Jessica Lawley
- Tina Butt
- Michael McNutt
- Jaren Kilian
- Sherry Fetters
- Ed Bartkus
- Elizabeth Weinstein

This group's priority list is as follows:

1. PI application, affiliation
2. Testing components post graduation
3. Refresher courses
4. Grants for funding

Discussion followed regarding time lines as to when recommendations needed to go to the EMS Commission.

8) Meeting will be held at Noblesville Fire Station 77 time and date TBA.

9) Good of the order

The discussion was opened if there was a need for a meeting in May prior to the June EMS Commission meeting. Director Archer stated that he would work with Chief of Staff Mike Garvey to see if the agency could support a meeting prior to the Commission meeting.

Chairman Bell hearing nothing else for the good of the order asked for a motion to adjourn the meeting.

**A motion was made by Mr. Jaren Kilian to adjourn the meeting. The motion was seconded by Vice Chairwoman Fetters. The motion passed. The meeting was adjourned at 1:12 pm.**

Approved \_\_\_\_\_

Leon Bell, Chairman