



MICHAEL R. PENCE, Governor  
STATE OF INDIANA

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

**EMERGENCY MEDICAL SERVICES COMMISSION  
TECHNICAL ADVISORY COMMITTEE MEETING SUMMARY**

DATE: June 16, 2014 10:00 a.m.

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

PRESENT: Leon Bell, Chairman, ALS Training Institute  
Faril Ward, EMS Chief of Operating Officer  
Michael McNutt, BLS Training Program Director  
Charles Ford, EMS Chief Executive Officer  
Jaren Kilian,  
Jessica Lawley, ALS Training Program Director  
Sherry Fetter, Vice Chairman, EMS Chief Executive Officer  
Tina Butt, First Responder Training Director

NOT PRESENT: Edward Bartkus, EMS Medical Director  
Elizabeth Weinstein, EMS for Children  
Michael Gamble, Emergency Department Director  
Sara Brown, EMS Medical Director

OTHERS PRESENT: John Zartman, EMS Commissioner, Terri Hamilton EMS Commissioner, EMS State Director Michael Garvey, IDHS Staff, Beau Parker, IDHS Intern, Kelly Russ, IDHS Intern, other IDHS Staff, Kraig Kenney, EMS Education Working Group.



- A) Meeting called to order at 10:07 a.m. by Chairman Leon Bell. Ms. Tina Butt arrived at 10:22 am.
- B) Quorum present
- C) Adoption of minutes:  
**A motion was made by Mr. Faril Ward to accept the minutes from the meeting held on June 3, 2014. The motion was seconded by Ms. Sherry Fetter. The motion passed unanimously.**
- D) Announcements:
  - a. Chairman Bell asked for an explanation regarding the email the TAC members received with an attached tax form. Ms. Candice Hilton stated she would make inquiries with the agency to find out if it was necessary for the TAC members to fill out the forms. Ms Hilton stated she would email the information out to the TAC members as soon as she received it.
  - b. Introduction of IDHS interns Beau Parker and Kelly Russ. Ms. Russ and Mr. Parker are working on the State EMS strategic plan. The TAC and the members of the audience were asked to send any ideas to Ms. Russ and Mr. Parker.
- E) AEMT Provider Organization rules
  - a. The TAC members and staff went through the Rule #15 AEMT Provider Organization rules document. Discussion followed regarding equipment for transport vs. non-transport organizations. Discussion also took place regarding the medication list for the AEMT provider organizations. Discussion moved to the topic of waivers and how reporting should take place. Chairman Bell asked Ms. Hilton to add waiver reporting tool/form to the agenda for the next TAC meeting. After considerable discussion regarding the proposed rule the following motion was made:

**A motion was made by Mr. Jaren Kilian to hold the document until the end of the meeting to give Ms. Sherry Fetter time to update and make the suggested changes to the document for final approval. The motion was seconded by Ms. Jessica Lawley. The motion passed unanimously.**

Chairman Bell called for a brief break.

Chairman Bell called the meeting back to order at 11:25am.

- F) Continuing Education requirements for AEMT level
  - a. After considerable discussion regarding the continuing education hour requirements the following motion was made:

**A motion was made by Mr. Jaren Kilian to leave the recommendation for the AEMT hours from the February TAC meeting. The motion was seconded by Mr. Michael McNutt. After some discussion Mr. Jaren Kilian added that they audit and review as well as the skills competence sections be kept with the AEMT level. Mr. Michael McNutt seconded the amended motion. The motion passed unanimously.**

**A motion was made by Ms. Jessica Lawley to allow an AEMT or Paramedic to use their National Registry certification/hours along with proof of the audit and review as well as the**

**skills competence for recertification in Indiana. The motion was seconded by Ms. Tina Butt. The motion passed unanimously.**

G) PI manual

- a. Chairman Bell mentioned there are two sets of practical exams for EMTs circulating. Staff stated that they would make sure that the most current Commission approved practical exams sheets get posted and sent out to Primary Instructors. Some discussion followed.
- b. Staff was asked to find and include the language from the 1998 state representative manual giving credit to the National Registry for the work completed on the practical skill exams criteria.

**A motion was made by Ms. Sherry Fetters to accept and send to the Commission for approval Section 2 of the Primary Instructor manual as revised by the TAC. The motion was seconded by Mr. Michael McNutt. The motion passed unanimously.**

The AEMT provider organization purposed rule was brought back to the table.

The document was reviewed and discussion followed.

**A motion was made by Mr. Charles Ford to accept the Rule #15 AEMT provider organization to be sent to the EMS Commission for approval. The motion was seconded by Mr. Faril Ward. The motion passed unanimously.**

The following was reviewed and agreed upon by the members of the TAC that were present at this meeting would be taken as recommendations to the Commission for approval:

1. Purposed rule language for the AEMT provider organizations
2. Continuing education requirement language for the AEMT level
3. The psychomotor section of the Primary Instructor manual

Chairman Bell announced to the TAC that the EMS Commission would be looking at passing a motion to use telephonic connections for members that are unable to attend meeting in person to call in to participate in the meeting.

**A motion was made by Ms. Sherry Fetters to adjourn the meeting. The motion was seconded by Mr. Michael McNutt. The motion passed. The meeting was adjourned at 3:50pm.**

Approved \_\_\_\_\_

Leon Bell, Chairman