

**EMT ADVISORY COMMITTEE MEETING MINUTES**

Tuesday, November 14, 2017 \* 12:00 pm – 2:00 pm

Northwest Regional Training Center – Board Room

**Members Present**: Shaun Ford, North County EMS (Committee Chair); Pete Adams, Vancouver Fire Dept.; John Griffith, AMR

**Members Absent:** Deanna Richardson, AMR; Kendon Fisher, SphereMD; Ron Stewart, Cowlitz EMS; Paul Bennett, Camas-Washougal Fire Department; James Eagon, CRESA

**Clark College:** Holly Edwins, EMT Lead Instructor; Brenda Walstead, Dean of Business & Health Sciences; Shelley Ostermiller, Associate Director, Advising – Health Occupations; Heather King, BHS Unit Operations Manager

**Guests:** Eric Simukka, Clark County Fire District #6; Dave Sinclair, Clark County Fire District #6

Committee Chair Shaun Ford called the meeting to order at 12:04 p.m. and introductions were made.

Minutes of the Previous Meeting

*The minutes of 3/29/17 were presented: Pete made a motion to approve as written; this was seconded by John and passed unanimously: as a quorum was not present, the votes were sent for approval by electronic vote.*

*As of November 11 2017, the minutes have been approved*

Next Meeting Date

The committee will meet again on Tuesday April 11, 2018 at noon at the NWRTC.

Office of Instruction Updates

Brenda shared that Clark is still working on pathways, a defined set of courses and sequencing for all of our programs, instead of giving students too many choices. Research shows that if we have a set, defined path, students are more likely to finish. The Business and Health Sciences Unit is working very closely with Advising to help guide this work.

Shelley mentioned that onboarding for a student is currently very confusing. Not all students that apply make it to the first day of classes. Structured onboarding, including the support with wrap-around services, would help get students enrolled and finish with a certificate or degree.

In response to a question from Eric regarding if there are advisors for each program, Shelley stated there are advising teams for each specialty area - workforce/vocational – welding, advanced manufacturing, etc.; business; health sciences; and general advising. Students are assigned to a team.

Brenda shared that Clark College’s Instructional Planning Team (IPT) is looking at new programs to support. This leads into a possible Paramedic program. The IPT research team did a SWOT analysis on what jobs are needed in Clark and the surrounding counties. EMT and Paramedicine came up high on the list. In addition, the Accountable Communities of Health (ACH) has $55 million from the state that is being offered to help resolve Medicaid issues. There are six (6) projects, three (3) of six include Paramedicine, looking at having paramedics go out into rural areas and to work at top of job skills. We talked about offering a Paramedics program at Clark. There could be money from ACH for this. At IPT, it was discussed that the Paramedicine program was offered at Clark at one time, but completions were low - six (6) in one year and eight (8) in another. There could have been more completions, but they were not transcribed at Clark. Training could be taken anywhere, and then some came to Clark to take the general education requirements.

Shelley thought the elimination of the program might have been due to the students going elsewhere for training. NWRTC contracted through a different agency – NTCI. John noted that NTCI still has a license to teach in Washington, but now the closet location is in Milwaukie.

Proposed Paramedic Degree

Holly first wanted to the group to understand why we have advisory committees and why they are important.

Brenda explained that the State Board for Community and Technical Colleges mandates that all Professional-Technical programs have an advisory board. The main purpose of these committees is to find out the needs in the community and how the college can support these needs. We are here to listen to you.

Holly also mentioned the curriculum. Advisory committees talk about the curriculum to make sure we are teaching to the newest standards and to offer feedback.

Brenda shared that she now feels Holly is part of the college and wants to make this program feel more part of the college. Holly spoke about the relationships she is continuing to build with the staff and faculty at Clark.

Shaun explained how this proposed paramedic program came to be. With the EMT pathways, a suggestion was made to have a certificate program, but it is a better sell to have a paramedic program. The goal is to have a pathway, EMS with four other classes to get certification. Might as well just go with the full thing. This proposal has had a lot of traction with the Regional EMS Council. Cathy Sherick presented to the local council. Everyone in the region sees the need.

Shaun mentioned and invited the group to the taskforce meeting regarding this proposed program after this meeting.

Shaun went on to explain that Paramedicine is relevant to EMT. Having the EMT class, plus the EMS classes to get a certificate would be a great option. The five classes, the national curriculum for EMS, include driving, mental health awareness, communication (charting), intro to EMS and fire, and intro to rescue. The EMT class must be taken prior to entering the Paramedicine program.

The group discussed the timeline. This program is reasonably a year away. If set to go forward, state approval is needed as well as going through accreditation.

Shelley shared the benefits of having a two-year degree. EMT would become financial aid eligible. All the courses in the certificate program would need to be part of the degree.

Shaun and Pete noted the closest programs are at PCC and Lane Community College in Oregon and Tacoma Community College in Washington. The Portland Metro-area is a large area.

Brenda asked what positions are needed, EMTs or Paramedics? She indicated that the Standard Occupational Classification (SOC) code 29-2041 combines both the EMT and Paramedics. The statistics show 1,167 jobs in 2017, 30% in 2027, 100 annual openings. $23.52/hour average hourly.

John stated that Portland students are not applying for jobs here. Fifteen (15) EMTs have been hired in the last two months, generally from out-of-state. There is about 30 job openings per year for EMT/Paramedics combined. AMR is supportive and would love to help with tuition assistance for local students.

Task Book

Holly first shared the pass rates from summer. Twenty (20) attempted the exam; with 98% passing on their first attempt pass (18). There was 25 graduates. On the national report, only 74% passed on the first attempt. The State of Washington looks directly at program specific numbers and first attempt passes, and compares them with the national numbers. Our numbers look very good and this is due to all the wonderful instructors we have.

John asked why the remaining five graduates did not test. Both Shaun and Holly thought it could be they realized that they did not want it. Being an EMT is not what they want to do. Brenda asked if the students know what they are getting into. It is a tough job for one quarter. Holly mentioned that she would contact the Planning & Effectiveness Office at Clark to narrow the students down to see which students came from Clark. Maybe there’s a way to ask the student why. Shaun suggested looking at the roster to determine who didn’t take the exam and make some phone calls.

Eric asked if exit interviews are being conducted. Pete thought a common thread could be found. Holly said they are not being conducted at this time, but would consider.

Shaun asked about the enrollment. Holly stated it is going up and staying. There are two classes. The AM class is for those coming in directly to the NWRTC to sign up for class. The PM class is Clark College. Both classes are filling up – 25 each (50 total). It does drop off after the first week and we lose about five (5) or six (6) students, possibly due to the pace. We did add “Accelerated” to the title.

Brenda asked about the advanced EMT certificate. Shaun shared that it is an additional 140 hours, 36 weeks of advanced IV credentials and airway, but it is not recognized in the county. The pathway is EMT, Advanced EMT, then Paramedic.

How many hours is the EMT program? Holly stated that it is a minimum of 150 hours, but up to 170-180 hours. The class meets 15 hours/week, not including ride-outs. One ride-out is 12 hours, the other 9 hours.

EMT Clinical Phase Task Book

Holly handed out the EMT Clinical Phase Task Book, the newest edition to the program based off feedback from crews at Vancouver Fire Department. She explained that each student goes out with task book in hand to focus on during ride-outs with intent and purpose. With any down time, this book is to be in hand. There are many things to do to keep busy. It’s a collaborative effort. The pictures used are from The Vancouver Fire Department. Chief John Boulder sent the information to Holly, put it all together and created this task book. Holly was invited and felt privileged to go to captains’ meetings – three (3) meetings, in three (3) days to present the task book to all captains.

Holly continued to speak about the objectives:

* Objective #3: Student Progress - This is important because the conversations were not happening on what they were learning. The students now start with their preceptor in the morning and share. Captains were not aware that students were going out at different times during the program and reiterated that students must have CPR/FA before going on ride-outs.
* Objective #4: Uniform Check – Students should be in proper uniform for their ride-outs, which includes wearing their ID badges with name and picture.
* Objective #5: Inventory – Students should get familiar with the inventory sometime during their ride-out.
* Objective #6: When the tones go off – Students need to be prompted about the tones and need to stay in front of or near the preceptor.
* Objective #7: Station Orientation – Tour of station - Orientation of the station is important. Students show up not knowing where the bathrooms are.
* Objective #8: Lunch – Make sure students bring a physical lunch and money. Sometimes everyone is eating but the student. Pete mentioned that they encourage this time (family time) as sacred time.
* Objective #9: PPE/Safety Rules - Students should know their mask size, the protocol for illness, and where to find the reflective vests. Holly asked if the students should be wearing safety goggles or glasses. Safety glasses work fine. Further discussion ensued regarding masks. N95 masks are fit tested now. If students do not have their masks, one will be provided. There can be no facial hair, but a mustache is ok. The mask must seal against the face. Shaun stated there is a RCW regarding respiratory protection. Shaun will send the RCW to Holly. As for the reflective vests, per Pete, every seat has a vest.
* Objective #10: Conduct – Reminder of student conduct and expectations. Students need to maintain professionalism in both the classroom and ride-outs. Students are representing us. Students should know what to do during downtime, between calls, such as work on SOAP charts.
* Objective #11: Limitations – Especially the emotional wellbeing of an EMT. The importance goes so far beyond ride-outs. This topic is in the 9th week of an 11-week program. Eric asked how the students are prepared to deal with trauma and suggested a peer support group or maybe an introductory/prep session to explain to them what they might experience on calls. Holly suggested maybe having a guest speaker for an hour. She also mentioned that she has an open door. She talked with the captains to have the students see her if they need to talk to someone.

For AMR, the list is very similar, instead of orientation of the building, students tour the back of an ambulance. John stated that their focus should be on the unit. It is essentially their office for the day. There is typically 8-12 patient contacts in an 8-hour shift.

Holly asked John if there would be an opportunity to present the task book to AMR. John suggested sometime in December.

The rest of the task book is self-explanatory. It was asked if the students have to complete the task book. Holly stated that it’s just a time filler, but they must have the signatures.

Eric mentioned they could tell which students do not have structure when they do their clinicals. This task book will help set the students up for success. It is great for the crews; it gives more direction on what should be accomplished during a ride-out.

Shaun suggested that the initial checkoff, the summary skill sheet, should be put in the book. Holly thought it was a good idea.

Holly also noted that the start time has been changed to 8:00, which does not interfere with the switch time.

Holly spoke that at the previous meeting, Pete spoke about replacing the current packet with a task book for students on ride-outs. Shaun mentioned that he created one for North County following that discussion. Potential tasks could include location of airway kit, confirming where the crew wants the student to be seated, confirming if they are to participate in any CPR, locating the main kit, etc.

The committee then discussed the need for a better moulage equipment. Holly will connect with Brenda to investigate the possibility for purchasing some more realistic simulation supplies.

Discussion Items

Pre-made scenarios lab – more consistency? Holly explained that lecture is followed by lab, so the lecture defines what goes on in lab, but feels that she may be missing particular scenarios.

Shaun suggested having didactic for a full day and then apply what was learned on a different day. There could be set lab days and live patients could be brought in.

Holly stated that getting people to come is one of the challenges. Suggestions were made to reach out to the cadet program – juniors, churches, drama clubs, etc. If a group needed community hours, it would be mutually beneficial. Unfortunately, the NWRTC has an age requirement of 18 due to liability issues.

Holly asked if Clark had any resources. Brenda suggested that she contact Angie Marks. The nursing students that are in their last quarter might be able to help.

Holly brought up the need for more consistency with scenarios. The problem with having a full lab day is not having enough time to go through the lectures. Half the lectures have already been cut out. Eric asked about the online lectures. Holly noted that the book comes with online lectures, which is 30% of their grade. They are using Limmer Creative, catering to mobile devices. Students read the chapter, take a pre-test, do homework, take the post-test, and then take chapter test. The book is $200, but includes the online access.

Dave asked about retention. Are the students tested later? Holly specified there is a mid-term and a final with 150 questions each. If a student does well online, they will do well on the tests. They only get one attempt. The chapter test is 35 minutes, with 25 questions, scrambled for each student. Holly also mentioned that she is thinking about changing the grading policy to three (3) exams, by section, instead of a mid-term and final.

The discussion went back to getting volunteers for scenarios. Shaun suggested asking groups that are specific to the objectives needed, such as mommy and me groups or senior citizen groups. Geriatrics is a large population. Holly shared that she does bring in a mental health panel, guests that have major depression to schizophrenia, but all stable. They reach the students and show empathy. John suggested reaching out to the VA. They have a skilled and ambulatory wing.

Pete suggested maybe having a pre-lab on Wednesdays for scenarios to be pre-staged. Line up with the schedule. Holly thought it would be nice to have dedicated day, but may be able to do five (5) hours, the first hour with the lead instructor for station set-up and to go over goals/objectives, then four (4) hours for the scenarios.

Holly also mentioned there is no one from Fire District 6 that teaches for NWRTC. A diverse group of instructors is needed. If you have any suggestions for instructors, let Holly know.

Shaun adjourned the meeting at 1:40.pm

DRAFT Prepared by Heather King