

Advisory Committee Meeting Minutes

CHAIRPERSON: Tabled until next Meeting		
MEETING DATE: January 13, 2004	MEETING TIME: 10:00am	MEETING PLACE: CPC, A-208
RECORDER: Leslie Thetford		PREVIOUS MEETING: August 17, 2003

MEMBERS PRESENT:

OTHERS PRESENT:

Name and Title		Name and Title		Name and Title	
	Kala Halliburton, Coordinator Emergency Services Plano Hospital				Donnie Morrow, CCCCD EMS Faculty
	Laura Swannie Medical Center of Plano				Keri Price, CCCCD EMS Emergency Coordinator
	Dr. Al Cardenas, Medical Director for CCCCCD				
	Pat McAuliff, Director for EMS and Paramedic Programs				
	Leslie Thetford, Fire Science Operations Specialist				
	Gary Hodge, Dean for the Health Science Department				

Agenda Item	Action Discussion Information	Responsibility
Old Business:		
Election of Officers	Chair, Vice Chair	
Continuing Business:		
EMS Program Report	TDH Coordinator, Host Site for National Registry, New Look	
New Business:		

Curriculum Decisions:		
Proposed Curriculum Changes	Selective Entrance Policy, Day Paramedic Program, Increase of Instructor at Clinical Sites	
Other:		

MINUTES

Key Discussion Points	Discussion
Old Business:	
Election of Officers	<p>Pat McAuliff read the functions of an Advisory Committee. He also read the duties of the Chair and Vice Chair of the committee. Pat suggested that the committee needed to elect officers.</p> <p>The committee members that were present made a motion to table the elections until the next meeting since there were so many members not present. Elections of Officers are tabled until the next meeting.</p>
Continuing Business:	
EMS Program Report	<p>Pat McAuliff stated that we had 25 EMT students in the Fall Semester and 23 graduated.</p> <p>He stated that we have one more semester left for the senior Paramedic students.</p> <p>The new class of Paramedic students is going very well with no issues.</p> <p>The day Fire Academy EMT Class will be finishing on Friday 1/6/04.</p> <p>TDH Coordinator:</p> <p>Pat McAuliff stated that Keri Price is our Emergency Coordinator until the end of 2004. We are still looking for a full time EMS Coordinator. If you may know of anyone please refer them to the college web page to fill out an application.</p> <p>Host Site for National Registry Testing:</p> <p>Pat McAuliff requested input from the EMS Advisory Board on possibly being a National Registry test site.</p> <p>Donnie Morrow stated that the Paramedic level testing would not be cost effective.</p>

	<p>He stated in order to host a National Registry test site we would need the following resources.</p> <ul style="list-style-type: none"> • Several Instructors • Supplies for each student and each skill • 30 rooms • Visual barriers • Patient models • Equipment <p>Donnie state that the paramedic test is a 2-day event. First day the written test and the second day skill test.</p> <p>He stated that if you miss more than 3 skills you must retest.</p> <p>He stated that they have 3 attempts to pass the skill and 2 attempts to pass the written.</p> <p>Once a student has completed the course they have one year to complete the test. There is only 1 test site in North Texas for the National Registry and it is Methodist Hospital.</p> <p>New Look:</p> <p>Pat McAuliff handed out certificates to all of the EMS Advisory Board members. Thanking them for their service for the 2003-2004 year. Each Board member received a certificate in a certificate holder with the new EMS logo. Every passing student in the EMS Program will be getting a new designed certificate holder with his or her certificate.</p> <p>He stated that we are in the process of ordering all instructors and EMS Advisory Board members collar polo shirts with the new logo embroidered on them.</p> <p>This will identify the instructors when they visit the various clinical sites. He noted that the instructors should be required to wear uniforms during class just as the students are required to wear uniforms during class and clinicals.</p>
New Business:	
	.
Curriculum Decisions:	
Proposed Curriculum Changes	<p>Selective Entrance Policy:</p> <p>Pat McAuliff proposed new curriculum changes. He would like to offer EMT on a selective enrollment for college credit. He wanted suggestions form the EMS Advisory Committee on what selective requirements we will require for the EMT Courses.</p> <p>Keri Price suggested that we have a reading, math assessment test and an interview.</p>

Donnie Morrow would like to see a physical test. He stated that it could be set up based on the TDH requirements. He stated that there is a DOT physical test already prepared that we could draw from.

Kala Halliburton stated that she would let Pat look at some of the interview questions that the Plano Hospital uses for their interviews.

It was voted on by the EMS Advisory Board that each EMT Student would take the Reading and Math Assessment tests, and a personal interview.

Day Paramedic Program:

Pat McAuliff requested input on adding a day Paramedic Program. He wanted to know if we should offer a day Paramedic class on a M-F 8 hour day schedule, Shift schedule, or a compressed schedule. Pat stated that fire chiefs have an immediate need for paramedics and we should try to meet this need.

Kala Halliburton stated that the retention rates and completion certificates would be higher with the day paramedic program.

Pat suggested a 3-day a week 8 hours a day schedule for the day paramedic class.

Kala Halliburton stated that would not be helpful for the fire departments because they are on a shift schedule.

Pat McAuliff suggested offering the day Paramedic Program for continuing education classes on a shift schedule format.

Donnie Morrow asked: "What happens if the student takes the day paramedic class for CE but wants college credit?"

Pat stated that we could offer some type of credit by exam program with a maximum of 18 college credit hours.

Pat McAuliff stated that we could also offer CE class for Field Training Officer or Preceptor that would count for their CE certification requirements.

Keri Price state that we could look at the National Fire Academy EMS Coordinator curriculum.

Increase of Instructor at Clinical Sites:

Kala Halliburton stated that we need more instructors at the clinical sites. She stated that it helps keep behavior issues at bay. She stated that we might need a hospital liaison as well.

Laura Swannie stated that it would provide more participation if the students know that their preceptor would be coming to the site.

Keri Price stated that we could use a variety of instructors to be preceptors; any of our skills instructors would be great as preceptors.

Kala Halliburton stated that that if the student knows that all eyes are on them at all times, their behavior, uniform standards and requirements would be met.

Other:	

CHAIRPERSON SIGNATURE:	DATE:	NEXT MEETING: January 13, 2004
------------------------	-------	--------------------------------