 **EDUCATION COMMITTEE**

 10 June 2014

 1000 hours

 EHSF Conference Room

**ATTENDANCE**

**Present:** Robert Bernini Education Committee, Chair

 Robert Stakem Harrisburg Area Community College

 Diane Garber Lancaster County Career Training Institute

 William A Hall Lancaster County Career Training Institute

 Vickie Martin Pennsylvania College of Health Science

 Eric Burkholder Eastern Lebanon County High School

 Loren Miller Eastern Lebanon County High School

 Susan Vana York Technical Training Institute

 Steve Henry York Technical Training Institute

 Mervin Wertz Reading Hospital School of Health Science

 Steve Poffenberger West Shore EMS

 John Brindle Community Life Team

 Anthony Deaven First Aide Safety Patrol

 David Kirchner Myerstown First Aid Unit

**Absent:** Robert Burrs Manheim Township Ambulance Association

 Randy Spies Blue Ridge Community & Technical College

 Jeff Coombe Fayetteville Fire Co. Training Institute

**Staff:** Ernest S. Powell Director of System Operations

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**CALL TO ORDER**

Mr. Bernini called the meeting to order at 1000 hrs with a round of introductions.

**OLD BUSINESS**

*NREMT Verification*

Mr. Powell advised there is a slight issue with verifying candidates for NREMT testing.

Mr. Powell further explained that candidates who are not in the NREMT system with a profile by Monday morning at 0800 hours following the practical exam will need to contact the EHSF office (*either Ernest S. Powell or Ann Marie Christie*) for verification. The reason is after each practical exam it is the EHSF’s intent to have all candidates verified by 0900 hours, so the candidates can schedule a written exam. Currently, there is no way to know when a candidate has completed the profile.

*Instructor CME*

Mr. Powell advised other Regional EMS Councils have issued con-ed numbers for the certification modules. When Mr. Powell verified the information, it appeared the numbers remained the same from the NSC to the Education Standards. This information is being shared for transparency.

Mr. Powell advised the ALS programs will need to reconsider how they submit Instructor con-ed, since ALS providers will now be expiring. It was advised BLS programs do not require any change.

**NEW BUSINESS**

*Equipment List*

The new equipment list was shared with the Committee, and several questions arose as to what is required for each Educational Institute level. Mr. Powell advised concerns can be forwarded to him to be discussed with the Bureau of EMS.

*PA EMS Education SOP’s*

Mr. Powell introduced a document the Bureau of EMS has published, which incorporates several processes. Mr. Powell advised this is a document that is used daily in the office, and something each institute should be familiar with.

*End of Course Visits*

Mr. Powell explained the end of course visit for certification courses. Additionally, it was explained how to request a specific date in the certification application. Lastly, it was advised the power point presentation was on the website for all to review.

**GENERAL DISCUSSION**

*Pangeais*

Mr. Powell reminded the Educational Institutes they should confirm the roster in Pangeais at least two weeks prior to the practical exam to ensure all needs are met. It is understood the roster may change in that period of time and, if it does, simply contact the EHSF office.

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*Online Student Application*

Mr. Powell advised the online application for the Bureau of EMS has difficulties and the EHSF staff is diligently attempting to improve the process. Currently, the instructions are on the EHSF website. From time to time the user account becomes locked, and if this should occur, contact the EHSF office. The user name remains the same; however, the password changes. These changes can be found on our website and will be updated as changes are made.

*EMSVO*

It was suggested when a group conducts an EVO course, if the Sponsor collects the information, then EHSF will process the paperwork. It is believed this will help reduce the confusion to providers and others at large. The sponsor would submit the application, copy of a driver’s license and roster of the course.

*Evaluation Schedule*

Mr. Powell commented on the evaluation scheduled and suggested the following:

*Schedule a practical exam every second Saturday of the month and the fourth Saturday of the odd months. The exams would be capped at 30 students per exam.*

After a brief discussion it appeared most Education Institutes were in support of following a structured schedule and would be willing to partner in providing an exam location. The committee requested a draft schedule with a respective assignment be drafted and forwarded for consideration.

*2014/2015 Meeting Dates*

The following meeting dates were agreed upon for 2014/2015 fiscal year

* 09 September 2014
* 09 December 2014
* 10 March 2015
* 09 June 2015

**ADJOURNMENT**

Mr. Bernini adjourned the meeting at 1135 hours.

Respectfully submitted,

Ernest S. Powell

Director of System Operations