

### Advisory Committee Meeting Minutes

<b>PROGRAM COMMITTEE NAME:</b>		Emergency Medical Services Professions				
<b>CHAIRPERSON:</b>		Justin Boyd				
<b>MEETING DATE:</b>		10/12/2017	<b>MEETING TIME:</b>	8:30 a.m.	<b>MEETING PLACE:</b>	WCB 104
<b>RECORDER:</b>		Deborah Brown, Executive Secretary 806.354.6055 <a href="mailto:dobrown@actx.edu">dobrown@actx.edu</a>		<b>PREVIOUS MEETING:</b>		10/29/15
<b>MEMBERS PRESENT</b>						
<b>List all members of the committee, then place an X in the box left of name if present</b>						
	<b>NAME</b>	<b>TITLE</b>	<b>EMPLOYER INFO</b>	<b>PHONE</b>	<b>EMAIL</b>	
X	Justin Boyd (Public Rep)	P-RAC Committee Chair	GETAC EMS Committee	806.270.0870	<a href="mailto:jboyd348@yahoo.com">jboyd348@yahoo.com</a>	
X	Will Hendon (Employer)	General Manager	Amarillo Medical Services	806-358-7111	<a href="mailto:will.hendon@amr.net">will.hendon@amr.net</a>	
X	Dr. Darrell Morgan (Physician)	Program Medical Director	Northwest Texas Healthcare Sys	806.341.7990	<a href="mailto:dm54@suddenlink.net">dm54@suddenlink.net</a>	
	Andy Mettham (Graduate)	Training Lt.	Amarillo Fire Dept.	806-378-3502	<a href="mailto:andy.mettham@amarillofire.com">andy.mettham@amarillofire.com</a>	
	Scott Powers (Hospital Rep)	Nurse Manager of Emerg Srv	BSA Hospital	806.212.5360	<a href="mailto:scott.powers@bsahs.org">scott.powers@bsahs.org</a>	
	John Smoot (University Rep)	Director SimCentral	Texas Tech University	806.773.6090	<a href="mailto:john.smoot@ttuhsc.edu">john.smoot@ttuhsc.edu</a>	
	Candice Elliot (Public Rep)	Health Science Educator	AISD – AACAL	806.371-6085	<a href="mailto:candice.elliott@amaisd.org">candice.elliott@amaisd.org</a>	
X	Jean Whitehead (Public Rep)	Health Science Educator	AISD – AACAL	806.326.8003	<a href="mailto:jean.whitehead@amaisd.org">jean.whitehead@amaisd.org</a>	
X	Perry Perkins (Employer)	EMS Coordinator	BSA EMS	806.655.7726	<a href="mailto:perry.perkins@bsahs.org">perry.perkins@bsahs.org</a>	
X	Sean Fox (Graduate)	EMS Program Director	Pantex Fire Dept/EMS	806.477.6512	<a href="mailto:sean.fox@cns.doe.gov">sean.fox@cns.doe.gov</a>	
	Misty Coats (Hospital Rep)	Emerg. Dpt. Educator	Northwest Texas Healthcare Sys	806.354.1155	<a href="mailto:misty.coates@nwrths.com">misty.coates@nwrths.com</a>	
X	Stephen Howard (Physician)	NWTH ED Physician	Northwest Texas Healthcare Sys	806.223.6655	<a href="mailto:stephen.howard65@gmail.com">stephen.howard65@gmail.com</a>	
	Doug Adcock (Employer)	Chief Flight Paramedic	RICO Aviation	806.570.5371	<a href="mailto:doadcock@actx.edu">doadcock@actx.edu</a>	
X	Shawn Wheat (Govt. Official)	EMS Specialist	Texas Dept. of State Health Services	806.477.1126	<a href="mailto:shawn.wheat@dsht.state.tx.us">shawn.wheat@dsht.state.tx.us</a>	
X	Matt Matlock (Graduate)	Paramedic	RICO Aviation	806.335.6635	<a href="mailto:mtmatlock30@gmail">mtmatlock30@gmail</a>	
X	Mark Price (Govt. Official)	Public Health Emerg Prepara	City of Amarillo	806.378.6336	<a href="mailto:mark.price@amarillo.gov">mark.price@amarillo.gov</a>	
X	Wade Olsen	Program Director	Amarillo College	806.354.6077	<a href="mailto:cwolsen@actx.edu">cwolsen@actx.edu</a>	
X	Richard “Buddy” Todd	Instructor	Amarillo College	806.354.6069	<a href="mailto:r0109878@actx.edu">r0109878@actx.edu</a>	
X	Paul Whitfield	Instructor	Amarillo College	806.356.3662	<a href="mailto:pewhitfield@actx.edu">pewhitfield@actx.edu</a>	
	Dr. Clunis	VPAA	Amarillo College	806.371.5226	<a href="mailto:ttclunis@actx.edu">ttclunis@actx.edu</a>	
X	Mark Rowh	Dean, Health Sciences	Amarillo College	806.354.6070	<a href="mailto:merowh@actx.edu">merowh@actx.edu</a>	
	Javier Herrera	Advisor	Amarillo College	806.354.6007	<a href="mailto:jfherrera@actx.edu">jfherrera@actx.edu</a>	
	Kim Crowley	Associate Dean/CCHcE Director	Amarillo College	806.354.6087	<a href="mailto:kacrowley@actx.edu">kacrowley@actx.edu</a>	
	Sheree Talkington	OTA Program Director	Amarillo College	806.354-6079	<a href="mailto:sltalkington@actx.edu">sltalkington@actx.edu</a>	
X	Sandra De La Rosa	Advisor	Amarillo College	806.371.5456	<a href="mailto:sandra.delarosa@actx.edu">sandra.delarosa@actx.edu</a>	
X	Tell Stewart	Student Rep	AC	N/A	N/A	
<b>AGENDA ITEM</b>		<b>ACTION DISCUSSION INFORMATION</b>			<b>RESPONSIBILITY</b>	

Welcome	Justin Boyd, Chairperson, welcomed everyone to the meeting and introductions were made around the table.	Justin Boyd
Minutes	The minutes will be approved at the next meeting.	Committee
Health Science Advisor	Sandra De La Rosa – We are currently finishing up the fall I - the first 8 week classes and starting fall II - second 8 week classes. We are helping students with their spring applications.	Sandra De La Rosa Javier Herrera absent
Medical Director's Report	Introduced Dr. Stephen Howard who is considering becoming the program's Associate Medical Director. If this occurs, greater physician involvement becomes a possibility. In addition, this will provide continuity of Medical Direction when Dr. Morgan eventually retires someday.	Dr. Darrell Morgan
Director Report	<p>a. Instructor Change – Buddy Todd has replaced Doug Adcock who retired. The EMSP program full-time faculty now has the following: A Doctorate, Two Masters degrees and over 90 years of combined experience.</p> <p>b. Accreditation Report</p> <p>i. Last 3-years (2015, 2016, 2017)</p> <ul style="list-style-type: none"> <li>92.4% current pass rates on National Registry attempts (49/53 candidates)</li> <li>Most recent Graduates (May 2017 Grads) <ul style="list-style-type: none"> <li>95% pass rates on National Registry attempts (22 students: 10 AFD)</li> <li>1 student lacks completion of their psychomotor skills exam</li> </ul> </li> </ul> <p>Reaccreditation Site visit completed last April</p> <ul style="list-style-type: none"> <li>Current program accreditation expires January 31, 2018</li> <li>Anticipate reaccreditation for 2018-2022</li> <li>We did have findings to work on</li> </ul> <p>ii. Site Visit - 6 Total Findings</p> <ol style="list-style-type: none"> <li>The program does not ensure appropriate student exposure specified in the Standard.</li> <li>There is insufficient formal documentation demonstrating of all aspects of the program.</li> <li>It is not clear that the program provides each student with the opportunity to serve as team leader in a variety of pre-hospital advanced life support emergency medical situations.</li> <li>The program does not perform resource assessment as prescribed in the Standard.</li> <li>The program does not conduct summative, comprehensive final evaluations of students' achievement of program-required competencies in all three (3) learning domains.</li> <li>The sponsor does not make known to applicants and students all of the program's current policies as required in the Standard.</li> </ol> <p>Olsen stated he and Dr. Morgan have been working diligently since May to address these issues. We now need committee input, direction, and approval to proceed with our corrective plans.</p>	Wade Olsen

Director Report Continued	<p>iii. Action Plans to address the findings</p> <ol style="list-style-type: none"> <li>1. The program does not ensure appropriate student exposure to, and assessment and management of, the patients and conditions specified in the Standard <ul style="list-style-type: none"> <li>• Rules misinterpretation led to the finding <ul style="list-style-type: none"> <li>• Simulation applies to most skills – NOT age groups</li> </ul> </li> <li>• Students will now participate in physician rounds at NPTH with Dr. Nazim (SICU) and Dr. Anderson (Pediatrics) <ul style="list-style-type: none"> <li>• 2-3 Shifts/students – 2-3 students/shift</li> <li>• More shifts can be added if needed</li> </ul> </li> <li>• 12-hour Operating Room rotation broken into 2, 6-hour rotations <ul style="list-style-type: none"> <li>• More opportunities for intubations</li> </ul> </li> <li>• Olsen presented data on the last three years of graduation goals (Terminal Comps) <ul style="list-style-type: none"> <li>• Based on the 3-year averages, new category minimums were suggested</li> <li>• After a period of Advisory Committee discussion <ul style="list-style-type: none"> <li>• IV minimums raised to 25 from 2</li> <li>• All other suggested minimums left as presented</li> <li>• Committee approved the new minimums (Standard III.A.2)</li> </ul> </li> </ul> </li> </ul> </li> <li>2. There is insufficient formal documentation demonstrating oversight by the program director of all aspects of the program. <ul style="list-style-type: none"> <li>• Olsen asked everyone to fill out a Program Resource Survey</li> <li>• Olsen related all surveys were done each year, however 2016 Resource Assessment Matrix (RAM) was not done at the time of the site visit <ul style="list-style-type: none"> <li>• The oversight has been corrected</li> </ul> </li> </ul> </li> <li>3. It is not clear that the program provides each student with opportunity to serve as team leader in a variety of pre-hospital advanced life support emergency medical situations. <ul style="list-style-type: none"> <li>• Students now assigned to a single preceptor during final semester</li> </ul> </li> </ol> <p>c. AC Strategic Plan – EMSP Efforts –</p> <ol style="list-style-type: none"> <li>i. Completion Goal – 70% by 2020 <ul style="list-style-type: none"> <li>• EMSP efforts: Mandatory Tutoring when GPA &lt;75%; Online Textbook resources to augment study</li> </ul> </li> <li>ii. Degree Alignment / certs with Labor Market <ul style="list-style-type: none"> <li>• EMSP efforts: 4 exit points (EMT, AEMT Paramedic Cert, AAS)</li> </ul> </li> <li>iii. Learning <ul style="list-style-type: none"> <li>• EMSP efforts: High Impact Learning practice implementation by all instructors; Curriculum maps are under review</li> </ul> </li> <li>iv. Equity <ul style="list-style-type: none"> <li>• EMSP efforts: Working with outlying communities (grossly underserved) - Gateway project &amp; Working with RAC as opportunities arise</li> </ul> </li> <li>v. Financial <ul style="list-style-type: none"> <li>• EMSP efforts: Mostly paperless; Instructional equipment purchases with Perkins grants; Program Budget held at minimums</li> </ul> </li> </ol>	Wade Olsen
---------------------------	---	------------

Director Report Continued	<p>d. Program Expansion</p> <ul style="list-style-type: none"> <li>Last year's discussions with Frank Phillips to establish a satellite location have ended. <ul style="list-style-type: none"> <li>We will not be expanding into their area</li> <li>RAC survey showed lackluster support among regional services. <ul style="list-style-type: none"> <li>Results did not justify the expense and Accreditation regulations necessary to engage.</li> </ul> </li> </ul> </li> </ul> <p>e. Advisory Board Related CAAHEP Standards</p> <ul style="list-style-type: none"> <li>CAAHEP Standard II. B: Appropriateness of Goals and Learning Domains. <ul style="list-style-type: none"> <li>Current goal: <ul style="list-style-type: none"> <li>To prepare competent entry-level Emergency Medical Technician-Paramedics in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains," with or without exit points at the Emergency Medical Technician-Intermediate, and/or Emergency Medical Technician-Basic, and/or First Responder levels</li> <li>Committee approved continuation of the goal</li> </ul> </li> </ul> </li> <li>CAAHEP Standard III. A.2: Resources: Clinical/Field Affiliations <ul style="list-style-type: none"> <li>Current internship breakdown (640 total hours): <ul style="list-style-type: none"> <li>AEMT (320 total hours) <ul style="list-style-type: none"> <li>24 hours – Allergy ARTS</li> <li>72 hours – Emergency Departments</li> <li>224 hours ALS Ambulance</li> </ul> </li> <li>Paramedic (320 hours) <ul style="list-style-type: none"> <li>12 hours L&amp;D</li> <li>12 hours OR</li> <li>72 hours Emergency Departments</li> <li>36 hours with Dr. Anderson (pedi)</li> <li>24 hours with Dr. Nazim (SICU)</li> <li>168 hours Paramedic Ambulance</li> </ul> </li> </ul> </li> <li>Committee Discussion of adequate exposures... <ul style="list-style-type: none"> <li>Committee approved internship rotation breakdown</li> </ul> </li> </ul> </li> </ul>	Wade Olsen
Paul Whitfield	Paul Whitfield – EMT attrition rates is too high and we are trying to correct.	Paul Whitfield
Student Representative	Stewart – Great experience. A lot of material to cover in the textbook. Everything is going well.	Tell Stewart

Affiliation Reports	<ul style="list-style-type: none"> <li>a. Texas DSHS – Shawn Wheat: Everything is going well first year on committee</li> <li>b. BSA EMS – Perry Perkins: three years into our community paramedic program - have seen 400 patients having good success with program. We are down three paramedics they are starting careers elsewhere.</li> <li>c. BSA ED – Scott Powers: Absent</li> <li>d. AMS – Will Hendon: Launched advance assessment Critical Care Medical program. Entered into 60-day trail with Northwest Texas hospital</li> <li>e. NWTES ED – Misty Coates: Absent</li> <li>f. Sim Central – John Smoot: Absent</li> <li>g. Amarillo Fire Department – Andy Mettham: Absent</li> <li>h. Pantex Fire Department – Sean Fox: We have retirement hiring issues with Pantex we are down 50-60 people. Fox stated he would love to come and give a lecture on radiation exposure and procedures.</li> <li>i. Regional Advisory Council (RAC – A) – Justin Boyd: EMTF Region 1 deployed for hurricane Harvey. Went well, however the MMU was damaged and is being repaired.</li> </ul>	Committee
Continuing Healthcare Education	Absent	Kim Crowley
Vice President of Academic Affairs	Absent	Dr. Tamara Clunis
Dean, Health Sciences	We appreciate all you do for our students. We have several tutoring centers for the students.	Mark Rowh
Other Business		
Adjournment	Being no further business the meeting adjourned at 10:26 a.m.	Justin Boyd
Date: 10/12/2017	Executive Secretary Signature: <i>Deborah Brown</i>	Next Meeting: Fall 2018