



MICHAEL R. PENCE, Governor  
STATE OF INDIANA

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

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## **EMERGENCY MEDICAL SERVICES COMMISSION**

### **TECHNICAL ADVISORY COMMITTEE MEETING MINUTES**

**DATE:** February 5, 2013; 10:00 a.m.

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

**PRESENT:** Leon Bell, Chairman, ALS Training Institute  
Charles Ford, EMS Chief Executive Officer  
Faril Ward, EMS Chief Operating Officer  
Sara Brown, EMS Medical Director  
Edward Bartkus, EMS Medical Director  
Tina Butt, First Responder Training Director  
Sherry Fetters, Vice Chairman, EMS Chief Executive Officer  
Michael McNutt, BLS Training Program Director  
Jessica Lawley, ALS Training Program Director

Michael Gamble, Emergency Department Director

Elizabeth Weinstein, EMS for Children

OTHERS PRESENT: Myron Mackey, EMS Commissioner

Rick Archer, EMS State Director

Ken William, Fire Chief, Noblesville

John Zartman, EMS Commissioner

Terri Hamilton, EMS Commissioner

Elizabeth Fiato, IDHS Staff

Other IDHS Staff

Several members of the EMS Community

1) Meeting called to order at 10:05 a.m. by Chairman Bell. Dr. Weinstein arrived at 10:06 a.m.

2) Roll call, quorum present.

Chairman Bell introduced new TAC member Jaren Kilian. Mr. Kilian is presently Division Chief of EMS with Clay Fire Territory in the South Bend area. Mr. Kilian is also a primary instructor.

3) Adoption of minutes:

**Mr. Edward Bartkus made a motion to accept the minutes from the October 2, 2012 meeting. The motion was seconded by Ms. Sherry Fetters. Chairman Bell called for additions or amendments to the minutes. Mr. Michael McNutt stated that on page 3 there are places where EMT Basic Advanced should be changed to Advanced EMT. Also page 5 item A Chris Jones it does not state if he spoke in favor or against the additions to the EMT Advanced curriculum. The motion passed to adopt the minutes as amended.**

**Mr. Charles Ford offered a motion to adopt the additions and amendments. The motion was seconded by Ms. Elizabeth Weinstein. The motion passed.**

4) Public Comment: None

5) Announcements:

Chairman Bell spoke about the EMS Commission meeting that occurred on January 18. By mistake the Morgan Lens was presented as it pertained to the paramedic level. Chairman Turpin had asked for the Morgan Lens to be reviewed at the EMT level. The TAC will have to revisit the topic of the Morgan Lens at the EMT level.

Chairman Bell spoke about the Commission passing the National Education Standard as the TAC recommended. A waiver was

introduced for US Steel to add the additional skills that were discussed at length at the last TAC meeting and also at the January 18<sup>th</sup> Commission meeting. He also explained the waiver process. Chairman Bell stated that educational requirements cannot be waived. The Commission has asked the TAC to help establish a structure for the waiver process.

Chairman Bell gave a short summary of the PI work group that met prior to the EMS Commission meeting. The work group established a template for staff and Primary Instructors to use for all levels of certification.

Some discussion regarding waivers and the waiver process followed Chairman Bell's announcements/information.

**No action required.**

6) Old Business:

1) PI Exam

Mr. Michael McNutt presented information regarding the status of the PI exam. Some Primary Instructors were given the exam. About 20 questions were found that nearly every one of the participants missed. Most of the questions that were missed were dealing with theory. John Zartman has a Primary Instructor class that is ending in March. The new exam is going to be administered to the class then the results will be analyzed. The PI exam sub-committee will meet again to look at the questions that have been missed and see if they

need to be changed. There was discussion regarding creating an Indiana specific module and have PI students taking it on-line so they would know the process of turning in paperwork etc. Elizabeth Fiato will help work on creating this module. Discussion was held regarding the use of a psychometrician. The goal is to have the exam ready for final approval by the TAC by the April 2<sup>nd</sup> meeting. Mr. McNutt felt that the April 2<sup>nd</sup> date was not likely to be met given the re-write of questions, the fact that the PI class will have just taken the exam and it is unknown what the psychometrician will say about the exam.

- 2) Fiscal impact of developing a EVOC training course on small business
  - a. Results of the IDHS sponsored survey of Indiana providers  
Chairman Bell requested the indulgence of the Committee members regarding this topic to give him time to work with IDHS staff to compose the survey and get it sent out the providers until the next TAC meeting. The survey questions would be to find out if provider's insurance companies require their drivers to have defensive driving training, what is the defensive driving course, does the insurance company give a discount for having the drivers go through the training. Dr. Edward Bartkus pointed out that there is a difference between an EVOC course and defensive driving course. The intent of the recommendation was to have the EVOC training.

- 3) Morgan Lens at the EMT level  
Chairman Bell stated that he feels more research is needed before the CPAP can be discussed by the group regarding adding it to the EMT level this will be discussed at a future meeting.  
Dr. Bartkus stated that it wouldn't make sense to add the Morgan Lens since the TAC just voted against it at the Advance level. The TAC established the base level for the education standards. Dr. Weinstein commented that there are other ways to flush the eye that are less

invasive. It was demonstrated at the last TAC meeting that in certain settings it is the most effective method to use. Ms. Tina Butt commented that it didn't make sense to make all BLS trucks to carry the IV fluid and additional equipment when most would not use the Morgan Lens. Extensive discussion followed concerning waivers, additions to curriculum, fragmentation of EMS in Indiana, transportation times, and rule revisions.

**Mr. Faril Ward made a motion to recommend to the EMS Commission that BLS providers need to request a waiver of the National Standard of education. The motion was seconded by Dr. Elizabeth Weinstein. The motion passed.**

4) Discussion concerning the waiver process.

Chairman Bell called for a 10 minute break at 11:25a.m.

Chairman Bell called the meeting back to order at 11:35 a.m.

**Mr. Michael McNutt made a motion that the TAC recommend to the Commission the following standard format for a provider waiver request must be used:**

**When asking for a waiver the following information must be given:**

**Initial training:**

**A. Must include training objectives**

- **Psychomotor skills**
- **Cognitive objectives**

**B. Training materials**

**C. Competency evaluation tool/testing**

**Continuing Education:**

**A. How often must the continuing education be completed**

**B. Define who is required to complete the continuing education**

**Policy specifically addressing new members of the agency/department:**

**A. Policy must address how each member's training is tracked**

**B. How long competencies will be maintained on file**

**Upon requesting a renewal of the waiver the Provider must show proof of the above information. The request and all material must be submitted in writing 45 days prior to the Commission Meeting. The motion was seconded by Mr. Faril Ward. Chairman Bell called for the vote. The motion passed.**

**7) New Business:**

**1) Distance Education**

**a. Chairman Bell started a discussion regarding distance learning in EMS. Discussion followed regarding how distance learning can occur within the current rules and regulations. The current EMT rule says a Primary Instructor must be physically present at every class.**

**Dr. Edward Bartkus made a motion to recommend that the wording be changed in the EMT rule so it reads that the PI must oversee the course and take out the wording that states the PI must be physically present at every class. Mr. Charles Ford seconded the motion. Discussion followed. Following the discussion Dr. Bartkus withdrew his motion and Mr. Ford withdrew his second.**

**Chairman Bell asked for volunteers to form a sub-committee to further study distance learning. Sherry Fetters volunteered and is**

**the chairwoman of the sub-committee. Michael McNutt and Faril Ward both also volunteered for this sub-committee.**

- 2) Interpretation of the Primary Instructor rule
  - a. Chairman Bell started a discussion on the interpretation of the PI rule.

**Chairman Bell asked for volunteers for a sub-committee for the interpretation of the PI rule. Sherry Feters, Jessica Lawley, Jaren Kilian, and Michael McNutt all volunteered.**

- 3) Advanced EMT additions education and validation

**Dr. Elizabeth Weinstein made a motion that the TAC recommend to the Commission the following standard format for a provider waiver request must be used:**

**When asking for a waiver the following information must be given:**

**Initial training:**

**D. Must include training objectives**

- **Psychomotor skills**
- **Cognitive objectives**

**E. Training materials**

**F. Competency evaluation tool/testing**

**Continuing Education:**

**C. How often must the continuing education be completed**

**D. Define who is required to complete the continuing education**

**Policy specifically addressing new members of the agency/department:**

**C. Policy must address how each member's training is tracked**

**D. How long competencies will be maintained on file**

**This process has to have Medical Director approval.**

**The waiver will be sent to the TAC for a recommendation then send back to the EMS Commission for a vote.**

**Upon requesting a renewal of the waiver the Provider must show proof of the above information. The request and all material must be submitted in writing 45 days prior to the Commission Meeting. The motion was seconded by Dr Edward Bartkus. Chairman Bell called for the vote. 5 voted in favor, 4 voted against. The motion passed.**

8) Meeting will be held at Noblesville Fire Station 77 on April 2, 2013 at 10:00am.

**Dr. Edward Bartkus made a motion to adjourn the meeting. The motion was seconded by Mr. Michael Gamble. The motion passed. The meeting was adjourned at 2:03 p.m.**

Approved \_\_\_\_\_

Leon Bell, Chairman