

Aroostook Region V EMS Council Minutes
111 High Street, Suite 1
Caribou, ME 04730
Tuesday, December 21st, 2021 @ 0900

COUNCIL MEETING – Meeting was held via zoom due to COVID-19

Staff: Chase Labbe, Regional Coordinator

Attendees Present: Chase Labbe, Regional Coordinator; Andrew Gagnon, President; Percy Thibeault, Treasurer; Jessica Page, Secretary; Jon Cote; Chris Zappone; Mira Saucier; Kurt Soucy; Danny Gahagan; Leah Buck; Melissa Adams, Maine EMS; Jason Oko, Maine EMS

TOPIC	DISCUSSION	ACTION/FOLLOW UP
Review and Approval of Minutes	<ul style="list-style-type: none"> The meeting minutes from October 19, 2021, were presented, no motions were entertained as a quorum was not met. 	Will add as agenda item for next meeting.
Financials	<ul style="list-style-type: none"> Financial report and 5 month of budget was presented by Percy Thibeault. Expenditures spent so far is 27,278 which is about 30% of the budget that was proposed. Budget is in line to be met. The State is funding on a monthly basis now instead of annually. 	Informative only
Old Business: Protocol Handbook Protocol Rollout Review of Budget	<ul style="list-style-type: none"> Chase has ordered the updated protocol books, which should be ready in the first week of January at Tricounty EMS. He ordered 90 books. There will be extras to be dispensed. Invoices have been sent to those who preordered. Maine EMS rolled out 7 live training sessions for the Protocol update. Now the update must be completed via MEMSED. There are still some Scope of Practice Expansion trainings to be held at the service level. If any service does not have a trained IC for that rollout, please see Coordinator Labbe. Percy would like to bring to attention the Statement for financial position from June 30, 2020 to June 30, 2021. There was a copy that was emailed 	There are roughly 30 extra protocol books available for purchase. Please reach out to Coordinator Labbe if you are interested in obtaining copy.

<p>QA Survey</p>	<p>with the agenda. An audit was completed. 2021 TCAP revenue was not profitable due to COVID pandemic.</p> <ul style="list-style-type: none"> ● The 990 501 C3 was filed to the Fed. There is one copy available to be viewed at the office only. You may call Chase to look at this form if you so choose. ● A QA survey was sent out to all EMS Services in Region , out of 14 services only 6 completed the survey at this time. The survey results came in this week and Chase is reviewing these results to aid in building trainings for the 2022 year. 	
<p>New Business: Vice President's position</p> <p>Coordinator's report:</p>	<ul style="list-style-type: none"> ● An email was sent to request votes to fill the Vacant Vice President's position and there were not enough votes to allow this to be a completed vote. There are not enough in attendance at today's meeting to allow a vote for this position. AJ states that there is a need to update the Standing Operating Procedures, including how votes are held moving forward. ● Chase has partnered with a group: I.A.Med to get providers in the Region a discounted membership. This offers a flight Paramedic/ CC Paramedic Certification for Providers along with a plethora of Continuing Education Hours to recert at the Paramedic Level. ● A debriefing was held this past week. Chase noted that there was not an organized CISM contact list. On this list is only one licensed clinical social worker. Chase is hoping on building on this list in the upcoming month. ● The EMT Course is in week 7. It has 14 enrolled students who are doing well. The classes are held via zoom. NMCC has offered the Region to rent their Sim Lab in the Spring for the students to reach their high-fidelity patient simulation needs. ● AJ reports the NMCC is offering a EMT course in Patten that has been grant funded. Patten Ambulance Service is down to only a couple of licensed providers. There is a need for providers in the Region to go help fill their roster on a per-diem or part time basis until this course is finalized. There will be more communication on this moving forward to help with this work force shortage. 	<p>The executive committee will meet together to brainstorm on the next step for this position.</p> <p>For pricing and details reach out to Coordinator Labbe if you are interested in partaking in this CEH opportunity.</p>

<p>Scope of Practice Expansion Training</p> <p>Mutual Aid Agreements</p> <p>Pharmacy Forms</p> <p>Website</p> <p>QA</p> <p>Education</p>	<ul style="list-style-type: none"> ● There are 7 Paramedic I/Cs in Region 5 that are eligible to teach these trainings. There have been no issues with this. ● Chase will be sending out requests for updated mutual aid agreements at the Region’s Services level, as there have been new services as well as change in Directors/Service Chiefs and the current records in office are outdated. ● Chase has attained the digital copies of the Pharmacy Forms for the drug boxes. These have been updated to include the expanded medications for the new protocol. There has also been a slight change in format which has the controlled substances grouped together on the sheet. Chase will now be distributing these forms to the pharmacies. ● Chase has continued to work on the Region’s website. It has undergone significant changes recently. ● Chase speaks on behalf of Cody Fenderson. Dr. Collamore, Cody and Chase will be scheduling regularly scheduled QA meetings in 2022. Projected idea is that the QA committee will be meeting once a month with the Service QA reps. Chase has created a Region 5 form : Aroostook Region B in Mefirs. He is willing to share access to this form with any interested parties. ● Chase and Cody will be sending a documentation PowerPoint written by Dr. Collamore with the drug box forms. It will allow for 1 hour of operations credit. There will be monthly trainings available moving forward in either the PowerPoint or video format. ● There have been some CEH requests that have not been completed after the class is completed. For example, the students are not being added to the roster and therefore the hours cannot be awarded for these trainings. Please be sure to complete each training request after the class has finished. 	<p>If at any point anyone has a recommendation for change/ improvement for the pharmacy sheets please let Coordinator Labbe know.</p> <p>http://www.arostookems.org/</p> <p>Be on the lookout for this exciting training opportunity on the Regional website.</p>
<p>Maine EMS Board</p> <p>State QA, Exam, and Education updates:</p>	<ul style="list-style-type: none"> ● Last month’s meetings were cancelled due to protocol rollout. ● Nate Allen is not present for the Maine EMS Board Meeting update. ● Dr. Collamore is unable to be present today but submitted a written report. MDPB is working on reviewing the protocol creation and rollout process. 	

Adjourn	Meeting is adjourned.	
		Next meeting TBA

APPROVED BY _____ / _____ (Signed copy on file)
AJ Gagnon, President / **Date**

APPROVED BY _____ / _____ (Signed copy on file)
Chase Labbe, Regional Coordinator / **Date**