EMS Department Meeting  
Agenda  
5/21/2014 9:00, 67-A Rm 133  

**Members Attending:**

<table>
<thead>
<tr>
<th>Names</th>
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<tr>
<td>Tina Ziolkowski</td>
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<td>Kelly Sherwood</td>
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<td>Jeff Tsay</td>
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<td>David Mah</td>
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<td>Amanda Eckmeder (PT)</td>
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<td>Kevin Kilmurray (PT)</td>
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<td>Lisa Moden (PT)</td>
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<td>John Penido (PT)</td>
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<td>David Riggs</td>
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<td>Keith Rasmussen (PT)</td>
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<td>Melanie Standon (PT)</td>
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<td>Dr. Nedra Vincent (PT)</td>
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<td>Steve Williams (PT)</td>
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| TC | 
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- TC = Teleconference

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<tr>
<th>Topic</th>
<th>Updates/Discussion</th>
<th>Outcome/Action Needed/Action Taken</th>
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| 1.    | Notes from Division Meeting | - State-wide issues  
- College-wide issues  
- Division-wide issues | Budget items floating to foreground; new allocations, student worker funds. Review PIE requests and prepare for revision and voting on Division-wide requests.  
RAD and RESD received embedded teacher tutors via Title 5 grant.  
"Future Directions" committee (Dr. S.) invited R. Rogus and S. Shull to participate. Interesting, given Fire has a "much lower than average" expected career industry growth per the Bureau of Labor Statistics – and all indicators point to EMS as the future of the Fire Department, with "much greater than average growth" expected per BLS statistics.  
**With the healthcare / insurance changes afoot, the COMMUNITY PARAMEDIC model is the future, NOT more firefighters. San Bernardino County is already segmenting their medical and fire crews, returning to the "third service" model of EMS from years past – and the model much of the nation follows.** |
| 2.    | Scheduling Issues | Paramedic – We will see the results of the Curriculum changes to all of the didactic cohort beginning in the Fall.  
EMT - Still awaiting whether or not we can go with 2 applicants for temporary hire  
EMT changes for Summer and Fall – books! Curriculum! What to print, etc. | EMS 20 will stand alone after 10, 30, 40, 50 and 60 in order to compress the didactic into "proper" semesters.  
Jemma met with HR today; outcome unknown  
Considering slimming down Curriculum and focusing students into AAOS book. |
| 3.    | Enrollment Issues | Paramedic – 92 were on the list for Class 80 (Fall), 56 showed and tested for Orientation. This is roughly similar to last class.  
What was to be a "bunch" of LAFD cadets turned out to be 2. They weren't notified in time to be on time to first day of Orientation.  
EMS 1 standards include an 80% minimum in both EMT and math as well as the 80% min. on the final exam.  
EMT - EMT 90-A was finally approved by the Chancellor's Office! The Division Office has received LOTS of inquiries regarding this course as well as EMT 95.  
Current EMT class: 29 remain | We will assess the outcome of a more prepared group. Losing students or having a couple of weak ones as we do may be remedied by this.  
We are waiting for a CRN for registration. Tina has updated website for EMT 95 and 90 A courses. |
### 4. Student/Classroom/LAB Issues

**Paramedic** – Phones and eating in the classroom!

**EMS – 80:** Paperwork incomplete – students being sent home to re-schedule appts. with Kelly. Also, there is mis-understanding as to what constitutes and ALS contact. All of this information is part of field orientation and field handbook.

**EMT and Para.– Phones**

**EMT Clinical / field:** So far, students are doing well

John and Tina had a “chat” with students last Friday, Kelly has also told them to limit food and restroom visits to breaks. Other ideas?

Instructors: Please remind your interns to properly complete / copy all paperwork on their Major Evals PRIOR TO coming to see Kelly! She will inform students and “cc” field supervisors so they are aware.

Re-iterate policy on phones in class and after tests

Tina received a nice call re: B. Avila from Allie B., EMT (fmr. Fire Tech. Club Pres., prospective paramedic student). “Knew his stuff” and “the best ride-along [she’s] ever had.” 😊

### 5. State and Local Program Meetings

(DHS-EMSA, Edu. Advisory, QI, CPPD, C2E2, etc.)

**CPPD, etc. – No report**

### 6. Budget Issues

- Department (equipment, supplies, student support)
  - Kelly and Tina are updating PIE document for needs of the department.
- Division – There is a small amount of money for Student Assistants that can be used through June 20th
- College
- State

**PPE and body armor added for EMS 80.**

Equipment continues on the list, such as I.V. mannequins, intubation mannequins, new LifePak 15s, rhythm generators, gurney(s), Rescue Randy full-body mannequin, etc.

Eric Alexander and Denise Baldacci agreed and have been hired. Kelly and Tina need to coordinate their oversight and direction as to lab duties.

### 7. Course SLOs

**N/A** Tina attended workshop May 8th

We are encouraged to make SLOs relevant and meaningful within the context of wanting to see change/improvements or outcomes. Items can be as small as specific topics on quizzes or as sweeping as pass rates on exams. Much of EMS education has it’s ready-made learning outcome mandates, so it is a bit redundant, but mandated.

### 8. Program SLOs

**N/A**

### 9. 4 Year Review of Curriculum

**N/A (see below)**

### 10. Modified and New Curriculum

See above for EMT 90 A, 90 and 95 as well as EMS 20

Paramedic program Course Modifications will take place in the Fall. 54 hours have been added across the board based upon how the program is taught currently as well as lab increases from Advisory input.

Re-visit topics in EMS 1. Steve stated that students seem unfamiliar with some of the basics on his quizzes in A & P since re-vamp of EMS 1. Re-introduce specific anatomy drawings?

### 11. Department Web Page

**Tina has been updating EMT site for registration issues for EMT 90 A as noted above**

**CRN for EMT will be posted as soon as Tina is notified by Division.**

### 12. Reports from Committee Reps

- **Faculty Association:** (no rep, however...)
  
  Several topics have come up:
  
  Awaiting word from Lance as to whether 12 month adjuncts are capped at 10 LHE as in past or 12 LHE, which is 67% of FT for 36 LHE (Yay Kelly!)
  
  During Scott’s initial month, his resistance to cover student assignments brought the issue of weekend work to the foreground. We are allowed to now post this as part of the new hire’s scope of teaching assignment.

- **Academic Senate** - EMS 20 was put forth for approval as a lunch course for things less than 6 cr

Requests for increased Reassign Time for Clinical Coordinator and Program Director pending the current contract negotiations. Kelly and I are drowning in others’ work – or just the inefficiencies of the institution.

Initial discussion was begun by Counseling after useful DC conversation by Michelle Olivas.
greater than 16 weeks must have Curriculum Committee approval). EMT 90 A, 90 and 95 have been on agenda.

Also discussed was the **At Risk program process. AP 4021.** Some of the old language was stricken, with the overall plan structure more clearly defined. It is noteworthy that, beyond the first year re-evaluation with Drs. Daum and Burley, no further formal re-evaluation has taken place.

I have on at least two occasions mentioned that we have heard nothing regarding our At Risk status since its inception FOUR years ago. Very interesting is that the AP very clearly states that "a revitalization plan shall not exceed two years." Program discontinuance should have begun at the one year mark if that was to be our fate. We have been in limbo for the last several years!

Finally, a workplace bullying discussion item has been put on the PAC agenda per the request of the FA to explore ways in which workplace bullying can be reduced. I do not know the context or cause of this item, but could be quite helpful in many areas.

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<th>13. Department Announcements</th>
<th>We continue to NEED YOUR HELP!! Lab up-keep, quizzes, etc. Lab Parity re-filing Reminder of PT faculty office hours Prepping for Site visits – need lots done still!! Steve has volunteered to assist, given he’s done this a few times 😊 David Mah hired by Torrance Fire Dept. 😊 / 😊 Jeff Tsay getting married!! 😊 We have very limited student assistant funds through 6/20 for some of our ongoing lab equipment cleaning, organizing and mx. struggles.</th>
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<td>14. New Industry Trends</td>
<td>JEMS: “Upstroke ventilation” part of “new” CPR?? (sound familiar?) Something to watch with Emergency Cardiac Care 2015 changes</td>
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<td>15. Input for Next Advisory Meeting Agenda</td>
<td>Continue to support: - Need for Professional Expert raises if not received this year. Equipment needs? Body Armor for faculty and small / female students.</td>
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<td>16. Facilities Issues</td>
<td>Steve had to call Custodial director to have Men’s room cleaned. Students stated it hadn’t been cleaned in a MONTH. While they are responsive to requests for items (towels, etc.), there seems to be little initiative to refill supplies unless asked. Keep an eye out for Custodial issues! Report to Tina or Kelly for follow-up.</td>
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<td>17. Adjourned</td>
<td>Adjourned 1115 Meeting was Adjourned Respectfully submitted, Tina Ziolkowski</td>
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**Issue Bin/Items for Future Agenda:** Minutes from this meeting will be sent out within one week. Please respond to the accuracy of the minutes by 5-28

**Future Meeting Dates** See schedule