



Paramedic Advisory Committee MEETING MINUTES

Growing jobs, careers, communities...

DATE: April 21, 2020
TIME:
LOCATION: Zoom (97383839048)
COMMITTEE CHAIR: Mark Belden
PROGRAM COORDINATOR: Kirk Thomsen
STAFF: Mark Klever, Dean, CTE/Yreka Campus
Note taker: Debbie Dutcher

Present: Mark Belden, Barbara Clark, Brian Witherell, Nathan Parker, Scot Groundwater, Mike Wilson, Kirk Thomsen, Mark Klever, Christina Van Alfen, Neal Warren, Amy Stacher, Matt DeVries, and Randy Boyd
Absent: Harper Keene, Angelo Banos, Jason Swann, Carrie Cunnings, Alicia Torge, Alex Dahnke, Cindy Miller, and Jeremiah LaRue.

COMMITTEE AGREEMENTS and/or RECOMMENDATIONS TO COS:

<u>NEXT STEPS</u>	<u>Lead/team</u>	<u>By When?</u>
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Welcome and Meeting Start-up – Chair: Mark Belden
Sign in and Introductions:

1. Call to Order
2. Program Goals & Learning Objectives
 - Reviewed the verbatim language required in the CAAHEP Standard II.C. Program Goals – Minimum Expectations¹
 - Program Goals: To prepare competent entry-level Paramedics in the cognitive (Knowledge), psychomotor (skills) and (behavioral) learning domains with or without exit points at the Advanced Emergency Medical Technician and/or Emergency Medical Technician and/or Emergency Medical Responder levels.
 - Established or reviewed additional goals²
 - Reviewed
 - At present we have 4 hours of lecture in the morning and 4 hours lab in the afternoon. All lecture is via zoom
 - Randy and Amy have been working to create virtual labs in the afternoon.
 - Similar to oral boards in final.
 - May only set us back a week at most.
 - Had a plan in place immediately and came up with good directive and goals.
 - Rearranged the schedule and covered lecture until May 4.

¹ CAAHEP Standard II.C. Program Goals - Minimum Expectations states:

The program must have the following goal defining minimum expectations:

Paramedic: "To prepare competent entry-level Paramedics in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains with or without exit points at the Advanced Emergency Medical Technician and/or Emergency Medical Technician, and/or Emergency Medical Responder levels."

² Additional program goals are not required by the CAAHEP Standards. If additional program goals are established, then the program must measure them.

3. Annual Report and Outcomes

- **Graduate Surveys**
- **Employer Surveys**
- **Resources Assessment Matrix**
- **Thresholds**
 - Annual report was completed and turned in on time. There will be challenges with the 2019 annual report due next year because of some information lost in the Director transition.
 - This annual report is for the 2018 cohort.
 - NCTI helped provide information not easily found in COS files.
 - Next years may be more challenging as Kirk cannot find survey's due to transition in directors.
 - CoAEMSP said it looked fine.
 - Some questions change year to year.

4. Other Assessment Results

- **Student**
- **Faculty**
- **Program**
- **Other**
 - We are working on ways to do this with the current Covid-19 situation.
 - We have not completed anything due the change of directors.
 - Students are now on Canvas so will have to create an electronic survey.
 - Pete came in from SSV before the campus closure and had a good talk with the students.
 - Feedback was positive. Nothing was out of the ordinary with the transition of Director/Instructor

5. Program Changes (possible Changes)

- **Course Changes**
 - We have many changes this year.
 - First off, Kirk Thomsen is the new Director/Lead Instructor.
 - Thanks to Amy and Randy for historical information.
 - Amy and Randy have stepped up in helping with instruction while Kirk works on Director needs.
 - Attached is the Covid-19 Action plan.
 - Staff and Dr. Parker worked through this challenging time to provide student education in this current environment.
 - Randy Boyd and Amy Stacher did incredible work to bring highly effective virtual labs.
 - The request has been put in for a curriculum update to allow for Distance Education in the future as well.
 - This will allow the use of Canvas and Fisdap online testing. We were using Fisdap in the classroom but without the DE approval. We are working to change that.
 - Future thought would be to allow some distance education to allow quizzes to be taken at home virtually so we can spend more time in the classroom with lecture and hands on labs.
 - There are ways to proctor online testing. Fisdap requires we use online proctoring via a testing program called Pictorial. They are in front of their computer, it video tapes them, and you can watch the student take the test. We can see if they used copy and paste, or if the student navigates away from the Canvas website. If they did a google search, talking, head movement. It picks up and alerts you to possible issues. Review tapes and decide.
 - The end result is "students passing the National Registry".
 - If fire season overlaps Paramedic instruction, the first few weeks is A & P and they are able to watch the lecture (taped), review the power points, review quizzes, and once off the fire line can join the program.
 - Kirk worked with Dr. Parker on remoted classes, Dr. Parker can pop into a lab remotely and observe and help.
 - The ultimate goal would be to allow for online testing and leave the classroom for more hands on/lecture time.
- **Preceptor Changes**
- **Clinical and Field**
 - Reviewed and endorsed minimum patient encounters
 - Expect our Iclinicals to run a month late.
 - We are looking to maybe the beginning of July due to nursing clinicals in sites as well.
- **Curriculum**
 - **Content**
 - **Sequencing**

- As stated above, working on Distance Education to have the option of testing online.

6. Substantive Change (possible Changes)

- **Program Status**
- **Sponsorship**
- **Sponsor Administrator Personnel**
- **Program Personnel**
- **Addition of Distance Education**
 - Will be working with the curriculum committee to add Distance Education.
- **Addition of Satellite Program**

7. Other Identified Strengths

- Requested funding for new LifePak 15, Zoll E series and a battery powered Stryker gurney.
- We need to introduce students to the equipment they will use in the field.
- We have approval from the Dean and VPI to go forward with the above purchases.
- Kirk will complete paperwork ASAP.
- There is an incredible team of instructors. All dedicated. We have a lot of instructors willing to help us out. There were some hiccups in the beginning but stopped the rumors about the program closing and moved forward.
- Lot of community support and instructors willing to step forward and make this program succeed.

8. Other Identified Weaknesses

- The transition to a new director has left some holes in the information available.
- Not an efficient amount of information passed down to the new director.
- Some equipment needs updated.
- Through grant funding will purchase equipment.

9. Action Plan for Improvement

- Will work with Christina and SWF dollars to replacement equipment
- Looking for all needed files.

10. Other Business

Christina Van Alfen:

- **Overview of EMT and Paramedic Market Data (attachment)**
 - New Perkins application is due this semester. This is Federal funding that we receive
 - Strong Workforce Funding will supplement it.
 - We are required to do Program Reviews every two years. Interim years we complete a small up-date.
 - What is going well, weaknesses, what do we need?
 - Look at Labor Market data to be sure we are training for jobs that are needed.
 - LMI is attached for Far North, north of Sacramento.
 - There is a growing need for paramedics.
 - Jobs we are training for is to earn a living wage.
 - For the most part they can obtain a living wage.
 - The state will want to continue to support.
- **Paramedic Marketing Discussion (attachment)**
 - We received funds for marketing.
 - We want to market specifically to the program rather than a blanket marketing.
 - Who we are or not seeing in our program?
 - Perkins focuses on special populations.
 - Include students that are economically disadvantaged, single parents, etc.
 - We are seeing low numbers of individuals with disabilities.
 - Not a surprise. It is a field that is self-reporting.
 - May have more that experience disabilities, but haven't reported it.
 - Increase the enrollment if we can.
 - Half are economically disadvantaged.
 - No data on English as a Second Language or homeless.
 - Very low number of students who are out of work.
 - Single parents are another group we don't have a lot of representation in our program.

- We want to market our programs.
- Any suggestions where you might think we should target marketing.
- How best to target the groups – social media, print, mailers????
- Mark B. Challenge is a gateway to the Medic program must be an EMT.
 - Getting enough excitement of being an EMT to move on to Paramedic.
- Kirk. Career type days. Have different ambulance companies come into class to talk with the students.
 - We have students from the Fire Academy coming to Paramedic in the fall.
- Dr. Parker. Numbers in EMT classes??? Breakdown on those students for above disabilities, Economically Disadvantaged, etc.
- It's a self-report so unless asking for accommodations, we wouldn't know that.
- Christina will look into those numbers.
- Amy. What type of disabilities. Hearing, etc.
- Christina: Self report can be anything.
- Amy. For EMT and Medic they will be ruled out as no accommodations in taking a National Registry test.
- Depends on the disability. Some fields may not be able to make any accommodations.
- Not looking to a huge number of students with disabilities. Just market to them and they know their disabilities.
- Any agencies we are not reaching out to funnel students to us? Advertise on social media, out of the area, local high schools more, did not have last program review for info on local high schools vs those from out of the area.
- Mark B goes to high schools on career day. Needs information/brochures about the program to give them. Send marketing stuff out to those marketing.
- Mike Wilson. Fire has been trying to take material from the EMS side as well to marketing events he attends. He attends Enterprise HS each year. Even if Shasta is there, the students are trying to decide where to go. Mike provides Fire and EMS information.
 - Career Day. We had an EMS day. Helicopters, Field supervisors, CHP, Police, anyone and everyone in Public Safety. Gives students a larger number of jobs available.
 - Due to location, we are a long way away. We will provide lunch for those that show up.
 - Look towards military. When they leave they can have a career when discharged.
- If you think of anything, please e-mail the COS team, Kirk, Mark K, Christina, and Debbie.

Mark Klever:

CTE Update

- Mark thanked the class as it's been a rocky road from October. Transition between styles, ways, and the whole COS crew stepping up and delivering.
- Now with COVID19 Mark thanked everyone who stepped up to keep the program rolling.
- Students are still here dealing with the challenges and we all will be stronger when we get through this.
- Thank you everyone across the board.
- We hope on May 4 that we will be able to come back F2F.
- We have protocols in place and waiting for VPI and CEO to sign off.
- Thanks Kirk!

**11. Next Meeting
October 2020**

Round Robin:

Mark B.

- With this program how many did we start with and how many now?

Kirk

- Started with 23 students and are down to 18. Holding strong.
- Good on instructor levels.
- We have more instructors than we know what to do with.

Mark B.

- What is the protocol when going back to F2F.

Kirk

- We have a protocol in place. It has been forwarded to the VPI and CEO.
- Groups limited to 6 -1. Will be using 4 lab instructors.
- Going to try to isolate groups from certain areas that they have come from with the same instructors.
- Enter campus through one entrance and one only.

- Students will fill out a questionnaire
- Dr. Parker will be involved if a student has issues, or symptoms.
- Will have to eventually violate the 6' distancing. Students are fit tested for N95 masks.
- Each student has masks issued to them.
- Those students evaluated and passed we will use rooms and maintain social distancing with N95 masks.
- Will be able to rotate out to labs with same PPE.
- Masks will be mandatory.
- Movement in building only.
- Students will be extra trained in decontaminating equipment
- Breaks in parking lot and lunches in their car.
- Can take masks off in parking lot.
- We made up three plans. We are on plan B at this point. Doing well.

Barbara

- When completing clinicals, as soon as cleared the students are welcome as always.

Nate parker.

- What a great job Kirk has been doing. Would have been easy to put the program on hold but we are ahead of the game and that takes a lot of work, commitment and dedication to the program.

Mark B

- As soon as we receive clearance we will get them scheduled.

Kirk

- Thanks for meeting.
- Ride alongs may have to be flexible and the accreditation agency has allowed flexibility with this.
- The staff is wonderful and kept us going
- Administration has been great at helping to keep this moving forward.

Randy

- Thanks to Admin for tools needed.

Adjourned

Zoom Information

Topic: COS Paramedic Advisory Committee Zoom Meeting

Time: Apr 21, 2020 03:00 PM Pacific Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/97383839048>

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