

Staff Meeting Minutes

INSTITUTION NAME:	Florida SouthWestern State College		
DATE, TIME, + LOCATION OF MEETING:	FSW LEE campus 08/20/2020		

ATTENDANCE			
Community of Interest	Name(s) – List all members. Multiple members may be listed in the same category.	Present – Place an ‘x’ for each person present	
Program Director	Joe Washburn	x	
Medical Director	Alex Rodi	x	
Program Coordinator	Chris Clemens		
Program Coordinator	Tresa Hibben	x	
Program Coordinator	Matt Stachler		
Program Coordinator	Rima Stevens		
EMS Support Specialist	Mike Knoop	x	
EMS Support Specialist	Tracy House		
EMS Support Specialist	Tammy Mole’	x	
EMS Support Specialist	Linda Welch		
Other			
Program Coordinator-Fire	Mike Jimenez		
Program Coordinator-Fire	Gene Etchevery		
Program Coordinator-Fire	John Wayne		

Agenda Item		Discussion	Action Required	Lead	Goal Date
1.	Call to order	Joe Washburn	Yes / No	Joe	
2.	Roll call	n/a	Yes / No		
3.	Review and approval of meeting minutes	n/a	Yes / No	NA	
4.	<ul style="list-style-type: none"> <input type="checkbox"/> Graduate Survey Improvement <input type="checkbox"/> Completion Rate <input type="checkbox"/> Job Placement <input type="checkbox"/> Obstetric Patient Assessment <input type="checkbox"/> Pediatric Patient Assessment <input type="checkbox"/> Licensure Examination 	<p>Joe: We are here to speak about the results from Certificate-Paramedic for our effectiveness plan.</p> <p>Graduate Survey Improvement: Six months after Paramedic graduation, all of the Paramedic Students are surveyed for job placement. It is our goal to obtain feedback from 45% of our Paramedic students by the end of the 2018-19 term. After discussion with the Office of Academic Assessment, it was determined that to better evaluate and assess, this outcome should be a 2-year cycled outcome that overlaps with the following year (2017-2019, 2018-2020, etc.) so that data can be properly captured for assessment and improvement.</p> <p>Joe: We met our goal for this because of the rolling 2 year average as well as calling and sending out multiple emails. We had 18 students respond out of 25.</p> <p>Tammy: This is a very tough thing to get done. It is something that really needs to happen every month. Trying to reach them by email is tough because they don't use there bucs email anymore. We have been better about getting their personal emails but even then we don't get a response all of the time. Calling them is the best. But sometimes we don't even have an updated phone number and neither does the college.</p> <p>Treasa: Do you think that the pandemic impacted it this at all.</p> <p>Tammy: No, I don't think so. This group has been out for over 6 months.</p> <p>Dr.Rodi: Can we shorten the surveys?</p> <p>Mike: They are already very short. And this survey comes from CoAEMSP. We cannot shorten it. The only other thing I</p>	Yes / No		

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	<p>can think of is changing the subject line to something else. The catches their attention.</p> <p>Joe: Like maybe use different wording like “invitation”. They get so many surveys from us through the year before they graduate they are probably sick of surveys.</p> <p>Tammy: We also have a new selection process for our medics which started in 2019. I am curious to see how the next set of medics respond.</p> <p>Joe: So lets keep the goal the same and see what kind of changes happen. Also this next cohort will be graduating later then expected because of COVID 19. I am unsure of how that will effect this effectiveness plan outcome because we cannot survey them till they have been out of school for 6 months per CoAEMSP standards.</p> <p>Completion Rate: The instructional Program Coordinators, Program Director, and Medical Director determine the Paramedic Certificate completion rate goal of 70% for the 2018-2019 cohort. CoAEMSP has set the outcomes threshold for retention at 70% as part of Standard IV.B.1 Outcomes Assessment.</p> <p>Joe: We did not meet this goal. We had 40 students begin in 2018-19 and only 25 graduated. The completion rate is 62.5%.</p> <p>Dr. Rodi: What we are seeing is students that are not ready for the time commitment inside and outside of class for this program. Or possibly understanding how hard this program really is. We are teaching students to a much tougher standard then other schools because of the NREMT/CoAEMPS accreditation that we have.</p> <p>Treasa: Right, we don’t a have selection process they can just apply and get in. We can tell them how long it is going to be etc. but I don’t think they understand the amount of content that they are going to have to learn.</p>			

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	<p>Dr.Rodi: So we need to implement a selection process for the next cohort.</p> <p>Tresa: Yes, with entrance exams at the minium. And then pick them from their and possibly expand on it.</p> <p>Joe: Ok so goal will stay the same because we have not achieved it. Implementation of new selection process will start gearing up.</p> <p>Job Placement: The goal for job placement rates based on the Standard IV.B.1 Outcomes Assessment established by the Committee on Accreditation of Educational Programs for the Emergency Medical Services Programs (CoAEMSP) 70% job placement threshold.</p> <p>Joe: We did not meet this goal for the 2 year cycle. But we did meet it in terms of the year based for the CoAEMSP standards. 72% of the students have found employment in the field.</p> <p>Dr.Rodi: Ya, the 2 year cycle makes sense because of such low employment numbers prior. But we have greatly improved for the year.</p> <p>Tresa: The economy has been much better this last year interms of unemployment rates being low last year 2019.</p> <p>Joe: The new selection process should also help. We will keep the goal and see how much if any we can raise the 2 year cycle outcome.</p> <p>Obstetric Patient Assessment: During the 2018-19 academic year we would like to see an increase in our Paramedic students patient encounters with obstetric patients. The Paramedic students should average a 10% increase in obstetric patient assessments, in comparison to the previous year of 5 obstetric patients, on average.</p> <p>Joe: We met the goal, we actually had an average of 8 Obs. Patients. Which is an 80.5% increase. We made some great</p>			

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	<p>changes last year one of them being have an RN with our students so they can get access to patients that with a CA they couldn't before thank you to Rima. And with Rimas help it has been a huge success.</p> <p>Dr.Rodi: Yes, her relationship with not just Lee health but with all the hospitals staff and nurses has made a huge impact.</p> <p>Tresa: So should we increase the goal? I think we are on a roll but still concerned about COVID.</p> <p>Tammy: I think we can a little, but I know that COVID 19 put us out of the hospitals sooner then we would have liked for peds and obs. I don't know what the numbers are now but we might have a problem if we raise it a whole bunch.</p> <p>Joe: Agreeded, lets raise it to 9.</p> <p>Pediatric Patient Assessment: During the 2018-19 academic year, we would like our Paramedic students to increase the number of pediatric patient assessments by 10%, in comparison to the previous year of 18 patients.</p> <p>Joe: This goal was met as well.Students averaged 27.32 pediatric patient assessments.The goal of 20 patients was exceeded, and a 50.7% increase was calculated.</p> <p>Dr.Rodi: So this again goes with what Rima has done for the program in these areas and with the hospitals.</p> <p>Tresa: I think going back to the prior outcome we still need to becareful about rasing the goal. We don't really know what our highest number could be yet. And with COVID it could have dropped back down.</p> <p>Joe: So we will keep the goal at a 10% increase from the prior year.</p> <p>Licensure Examination: The goal is that 75% percent of the Paramedic Program students will pass the NREMT-P licensure examination on their first attempt after completing the 2018-19</p>			

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		<p>Paramedic Program (completion within two months of program completion which is January 2020).</p> <p>Joe: The goal was not met. We had 25 graduates with 23 of them attempting the exam and only 17 passed on the 1st attempted which is a 74% pass rate.</p> <p>Mike: Dang that is low. I would think we would be close to 90%. But we did have an increase.</p> <p>Dr.Rodi: The new selection process should help with this goal as well. The students would be more involved in their education and would want to do well for themselves. Asking them to do an entrance exam etc to get into the program will show dedication to making it into the program and I think will reflect on how much effort they put into studying and preparing for this exam.</p> <p>Tresa: We should probably keep this goal where it is for now till we see what if any positive improvements come from the selection process.</p> <p>Joe: Ok, so keeping the goal at 75%.</p>			
5.	Next meeting(s)		Yes / No		
6.	Adjourn		Yes / No		

Minutes prepared by Tamara Mole'_____

Date 8/28/2020

Minutes approved by _____

Date _____

If item #5 above was acted on, then:

Medical Director's signature _____

Date _____

