# Meeting Summary

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| EMS Department Meeting | April 26, 20241:00 pm – 2:30 pm |

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| Attendees: | Director, Program Manager, EMS Support Specialists, Program Coordinators, and EMS Instructors |

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| Topics:Kudos: Successful Finals Week, EMT highlight in workforce newsletter.SoHP Academic Administration Updates – Resignation of Tommy Mann and introduction to Bonnie LaFemina as Interim Associate DeanProgram Signature Pages UpdatesStudent Consent for Participation was reviewed and the updates will be implemented starting in Summer 2024. Reviewed Appropriate Touch in EMS Instruction Policy and Acknowledgment that will be reviewed during CA training and with all new hires. Discussed integrating the Student handbook acceptance, Computer Use, and FISDAP Policy forms into Canvas as a quiz.Required Signature Forms to be printed were updated.Reminder about student accommodations – Any student Clinical Associate Evaluations – Spring 24 EMT – Reviewed feedback received. These evaluations will continue to be sent out to students during the final semester of the EMT and Paramedic program. Fleet Maintenance Outreach – We connected with the NCFR fleet who informed us they would not be able to provide any repairs to the ambulance outside of routine maintenance. We also made a similar request to LCEMS without success. Our priority is to have the ambulance air conditioner working. This will continue to be advocated for as funding becomes available. Budget Requests- Included requests for annual professional development opportunities, additional PT instructor for NCFR Paramedic class, and stretchers. Working with the foundation on Grant funding for mannequins.Suggestions for additional equipment to benefit the program's training needs were welcomed.CA Lunch – Reviewed limited budget options available to purchase food. The team discussed various event planning ideas, including a cost-effective potluck, and EMS Week commemorations, and reaching out to Mission BBQ and other vendors interested in sponsoring food for our events. Attendance Policy Updates - will update the attendance policy to clarify that missing a class due to illness requires making up the missed class at a different campus location regardless if the student is a repeat.Summer Camp Plans – Discussed the goal of incorporating fun activities for the upcoming summer camp involving high school students interested in health-related careers. Discussed the logistics of setting up realistic scenarios and teamwork exercises. A few ideas included ACE wrap relay race, a sensory deprivation experience, and a Jeopardy game. Discussed the need for additional staff to include CA’s to run the scenarios and drive the ambulance. The team aimed to have at least four members, with two drivers and two in the back. Medic Applicant Review - strategized on notifying top candidates of their acceptance into the paramedic program. The team reviewed the results of the interviews, focusing on the performance of low-scoring interviewees. They noted that the majority of candidates preferred North Collier, making the decision more challenging. Team to brainstorm additional ways to accommodate student preferences. Deadlines for application evaluations were set as mid-June.Reminders:Final Grades due 5/2 at noonCommencement: 5/3 at 2 pm – volunteers to attend training on 4/30 or 5/1 Health Career Horizons Summer Challenge June 10th - June 14th – with EMS on 6/11, 6/12, and 6/14 from 9 am to noon.  |
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