# Minutes

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| Department Meeting | January 23, 202311:00am – 12:30pm |

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| Meeting called by | Cassie Billian, Director Emergency Services |
| Attendees: | Director, Interim Program Manager, EMS Support Specialists, and Program Coordinators |

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| Topics:* Beginning of the semester check-ins – Everyone stated that they feel as if things are starting to normalize.
* Adjunct Portfolios – classroom observations were scheduled
* BLS – AHA on campus
	+ Discussed that the team did not feel comfortable mandating students to attend the FSW BLS. We would update website to provide FSW AHA information and encourage it however, would not mandate. We discussed that students who attended the FSW BLS would not be required to complete the BLS review that is held during orientation.
		- FSW Fire also gives a BLS review during academy.
* Summer/Fall Dates and Numbers
	+ Orientation and uniform fitting will be held on May 8th.
* Marketing Initiatives Update
	+ Discussed progress working with marketing to develop Oped around hurricane response, student success, or overall profession community impact. Chris mentioned not being comfortable with hurricane response because our program does not teach search and rescue related to hurricane directly.
	+ Alumni, instructor, and student videos request were made to identify:
		- Students that overcame challenge
		- Instructor/student stories regarding hurricane response.
		- Infographics and flyers
		- Local issues/awareness months
* Social Media Do’s and Don’ts were reviewed. Team reviewed common do’s and don’ts related to business marketing and social media. Discussed wanting to use more short videos as suggested by marketing. Team decided Cassie would be in charge of social media moving forward and all images and videos would be sent to her.
* NAEMT – Frank Vilchez Inquiry of Admin Access – team agreed to approve admin access.
* EMT Finals – Lab and lecture finals will be held on the lee campus. Computer rooms need to be secured by Tracy.
* Spring EMT NREMT Review – Date has been scheduled for April 15th. All students are expected to attend and FSW will cover the cost. We are continuing to track data on success rates.
* Upcoming Events – Participation needed:
* STEM Event – February 25th 0900-1600 – Megan, Lynn, Cassie, and Michael will attend. Instructors will encourage student volunteers.
* Workforce Day – Friday, February 17th – Tour of B- Building – 3 groups of 50 students.
* Inaugural Careers & Conversations Etiquette Dinner – Feb 2nd from 5-7pm. Invited Lee EMT student Alvin Hargrove.

Over/Under Functioning Response to Stress and Anxiety was discussed. The ways that we all show up and move through stress can look a little different or similar. We discussed that Brene Brown has conducted research regarding this topic and states that Over functioning - move quick advise rescue, take over, micromanage, rather than looking inward. Whereas, under function - less competent under stress, invite others to take over, often become the focus of family, gossip, concerned, worried, they can get labeled as irresponsible. Much of the team shared that they are over functioners. We reviewed how we can support each other through stressful times by being mindful of the information learned and being open to asking for help. We also discussed each of our calm practices and ways that we can give ourselves permission to say can you give me a few minutes to think about this, or to say you know I’m not sure let me find out for you, or even can you tell me more so that it helps you understand. As a team we may be able to support one other better by understanding our anxious responses and being mindful and introspective. |
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