



Credible education
through accreditation

Advisory Committee Meeting Minutes

SPONSOR / INSTITUTION NAME:	Ventura College		
CoAEMSP PROGRAM NUMBER:	600186	DATE, TIME, + LOCATION OF MEETING:	December 13, 2019, 1300-1630 Ventura College Paramedic Studies Program Classroom HSC-201
CHAIR OF THE ADVISORY COMMITTEE:	Note to Program: As a best practice, programs should appoint someone other than the Program Director to serve as the Advisory Committee Chair. The Advisory Committee is <i>advising</i> the program.		

ATTENDANCE

Community of Interest	Name(s) – List all members. Multiple members may be listed in a single category.	Present	Agency/Organization
Physician(s) <i>may be fulfilled by Medical Director</i>	Todd Larsen Barry Swerdlow - not present Daniel Shepherd - not present Ira Tilles – not present	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Ventura College Medical Director; SJRMC/PVH Los Robles Anesthesiology VCMESA Medical Director Adventist Hospital Simi Valley
Employer(s) of Graduates Representative	Mike Sanders – not present Adriane Stefansen – not present Weston J. Williams Jeff Winter – not present Daniel <u>Goguen</u>	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	AMR Ventura/ Gold Coast Ambulance AMR Ventura/ Gold Coast Ambulance LifeLine Medical Transport LifeLine Medical Transport Gold Coast Ambulance
Key Governmental Official(s)	Steve Carroll – not present Chris Rosa Andrew Casey	<input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	VCEMSA - EMS Administrator VCEMSA - Deputy Administrator EMS – Coordinator
Police and Fire Services	Heather Ellis Mark Komins – not present Barry Parker – not present	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Ventura City Fire Department Ventura County Fire Department Ventura County Fire Department

	Jaime Villa	<input checked="" type="checkbox"/>	Oxnard Fire EMS Coordinator
Public Member(s)	Amanda Graves Hunter Taylor Barbara Cogert	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Ventura County Office of Education, Career Education Center Ventura County Office of Education, Career Education Center Community member
Hospital / Clinical Representative(s)	Kathy McShea Shanna Hill Tom Gallegos – not present Megan Shaner Nicole Vorzimer - not present	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	Saint John's Regional Medical Center Saint John's Regional Medical Center Ventura County Medical Center Los Robles Medical Center Adventist Hospital Simi Valley
Other	Gerry Pantoja Christina Lee Crystal Wirth Matt Jewett Robert Morris	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Ventura College Foundation Moorpark College Nursing Coordinator Moorpark College, Administrative Assistant Oxnard College Assistant Dean Oxnard College EMT Program Director
Faculty <i>ex officio, non-voting member,</i>	Ky Kalousek	<input checked="" type="checkbox"/>	Ventura College, EMS Faculty
Sponsor Administration, <i>ex officio, non-voting member</i>	Kim Hoffmans Jennifer Kalfsbeek-Goetz Debbie Newcomb	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Ventura College, President Ventura College, Vice-President of Academic Affairs Ventura College Dean, Career Education
Current Student	Cameron Ventura	<input checked="" type="checkbox"/>	Ventura College Paramedic Student, Class of 2020
Graduate	Sophie Elliott	<input checked="" type="checkbox"/>	Ventura College Paramedic Program Graduate
Program Director <i>ex officio, non-voting member</i>	Tom O'Connor	<input checked="" type="checkbox"/>	Ventura College School of Prehospital and Emergency Medicine, Program Director
Medical Director <i>ex officio, non-voting member</i>	Todd Larsen	<input checked="" type="checkbox"/>	Ventura College Medical Director; SJRMC/PVH

	Agenda Item	Acted	Discussion	Action Required	Lead	Goal Date
1.	Call to Order	1302	Introduction of members. Tom O'Connor welcomed attendees and indicated that the Advisory Meeting is usually paramedic-focused, but this year's Meeting will incorporate district-wide EMT Program reporting with EMT Department representatives from Moorpark, Oxnard, and Ventura Colleges.			
2.	Review and Approval of Meeting Minutes		Committee reviewed prior year minutes.	The 2018 Minutes were moved to approve by Joey Williams, and second by Jaime Villa	Heather	
3.	Ventura College Interdepartmental Items		<p>Ventura College Assistant Registrar, Sarah Mossembeker, is working with Tom to facilitate student completion, financial aid issuance, graduation requirements, the curriculum process, and employer needs. Issues being addressed with Admissions and Records (A&R) include:</p> <ol style="list-style-type: none"> 1. Modification of course structure to accommodate extended internship hours. Based on available shift dates and clinical site workloads, some PM students need an additional 20-30 days beyond the semester to order fulfill the minimum 480 field internship hours. Some students must work up to 720 to meet all required program criteria. This creates issues from an A&R standpoint pertaining to semester grading, employment verifications, scholarship verifications, GI bills, and college liability. A&R must adhere to the semester schedule even though student are still completing hours. 2. Program re-entry policy. Sarah inquired as to what occurs when a student drops, and wishes to re-enroll the next semester. Tom responded that he handles these situations 	Tom will prepare and submit curriculum changes to convert the Program into modules or into two part time classes. In the meantime, A&R will create a "part-of-term" which will extend PM V01 and PM V02 courses and permit students more time to complete necessary hours.	Tom / Sarah	

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			<p>on a case-by-case basis, whereby, a student will either return and start where they left off, or if necessary, retake entire program.</p> <p>3. Program Acceptance Process and Diversifying the Applicant Pool. The current student application process is first come first serve. Tom is exploring the viability of point value system to establish ranking and acceptance into the program, similar to the model used by the Nursing Department. Students who have completed specific courses of academic rigor, or who have certificates or degrees, would receive additional points toward their eligibility into the program. Applicants could also potentially be classified as an underrepresented candidate for points. This would will help diversify the program and the workforce.</p> <p>Ventura College President, Dr. Kim Hoffmans, mentioned the point system is a legislative item for Nursing, which must be approved through the California State Chancellor’s Office. The Police Academy uses a point system, but must have 25% open entry. The challenge is to improve retention rates, without limiting access.</p> <p>Tom indicated that the racial and gender mix among the EMT courses are almost identical to campus demographics. However, not so among Paramedic applicants. The current PM class has one female and one African American student, while the remaining class is predominantly non-Hispanic White males. Efforts have been made to change marketing</p>	<p>Tom will continue discussions with the division and campus administrators to determine if the Paramedic Program should continue with the first come, first serve model, or move to a point system. He will present recommendations to the Advisory.</p>	<p>Tom</p>	

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			<p>on the website to diversify student photos and feature a mix of gender, age groups and ethnic backgrounds.</p> <p>4. Meeting Workforce Demand. VC was unable to add a second Paramedic Studies course to meet employer needs and preceptor availability, therefore, enrollment capacity was increased 125% from 24 to 30.</p> <p>Sarah recommends a contract class in collaboration with employers which is closed to the public. It would not generate FTES for the college, and the agency will need to pay for entire cost of the course. If one agency cannot pay for an entire class, perhaps multiple agencies can pay for a few students, and in combination, this would fill a class. Kim added that a hybrid system, where agency covers a portion of the class, is another option.</p>			
4.	EMS Program Reports		<p>Oxnard College: Robert Morris is the Full-Time faculty lead for the EMS Program at Oxnard College (OC). Robert distributed to the committee the EMT Syllabus, class schedule, Annual Program Effectiveness and Planning Report, and Annual Resources Request Form.</p> <p>OC offers four EMT sections each semester (two daytime and two evening classes); Emergency Medical Responder (EMR) course; and the only EMT Refresher course in the district. OC will host a dual enrollment course with Hueneme High School in collaboration with AMR, and collaborate with Oxnard School District to bus high school students to fire academy campus.</p>			

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			<p>Robert attends the California EMS Educator’s Association Meetings. The Association will host its fourth meeting. Each meeting rotates to different campuses. This Association shares best state-wide practices, while providing Community Colleges a seat at the table to provide state-wide input.</p> <p>Moorpark College: Christina Lee, is the Nursing Director at Moorpark College (MC). Christina distributed to the committee the NREMT cognitive and psychomotor passage rates, and program retention and course completion rates for the EMT program at MC. MC currently offers a proficiency award, and the division is considering creating a Certificate of Achievement. The Department’s goal is to increase exam passing rates to 80%. They will update their textbooks to help cognitive scores and course completion. They would also like to expand the program to admit more students, but this would require additional clinical facilities and part-time faculty. MC currently partners with two local hospitals and AMR for clinical rotations.</p> <p>MC is in the process of hiring an EMT Program Director, and the new hire begins January 2, 2020.</p> <p>Ventura College: Tom shared that Ventura College (VC) offers two sections of EMT, with a capacity of 45 students in each section. Each course includes one lead instructors, and four skills instructor in order to maintain the 1-10 ratio. Tom began requiring EMT’s wear a white polo shirt to both class and clinicals, and this has resulted in EMT students having more buy-in and more professional appearance.</p>	<p>Gold Coast Representative requested VC work with the “ride-along” scheduler earlier to help secure spots for the EMT students, and to optimize the experience for everyone. Setting this up one week in advance would help.</p>	<p>Tom / Gold Coast</p>	

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5.	<p>Program Goals & Learning Objectives [CAAHEP Standard II.C. Minimum Expectation]</p>		<p>The committee reviewed the current Paramedic V01 and V02 Student Learning Outcomes.</p> <p>FISDAP data points were transitioned and aligned during the current 2019-2020 cohort. Tables 1-4 were reviewed by the committee, and the following recommendations were made:</p> <ul style="list-style-type: none"> • The local EMS Agency recommends five live intubations, and indicates there is value, especially from an accreditation standpoint, to document that the PM program is exceeding the number of Live Intubations. Agency members agree that five live intubations are locally viable. • Agencies agree it would be beneficial for Ventura County students to exceed in comprehensive airway. Kathy recommends adding a non-visualized airway caption. • Agencies inquired about adding Interventional Radiology now that there is an IR Program. There is value for students to learn and participate in IR care. Dr. Larsen believes timing could be difficult to have each student get an opportunity as the frequency is not high enough to support a shift. <p>Field Experience. Jaime inquired if there is anything that precludes VC from completing field time during clinical time, because this would help AMR/Gold Coast. Tom indicated there are limited windows as a result of both EMTs and Paramedics utilizing clinical sites.</p> <p>Agencies believe there is value in starting Paramedic students earlier in the field and to</p>	<p>Committee members recommended no revisions to the Student Learning Outcomes.</p> <p>Tom will keep the 5 live intubations requirement per the consensus and recommendation of agency recommendations. Remaining items will be performed in a lab scenario to meet Appendix G requirements.</p> <p>Tom will add supraglottic airway caption to the airway management spreadsheet.</p> <p>Will monitor contacts of this nature to see if there is a balance of IR opportunity vs. other skills/assessments.</p>	<p>Tom</p> <p>Tom</p> <p>Tom</p>	

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			<p>rotate the field experience, before students participate in their internships. It will make them a better EMT, and in turn, transition them into a better medic.</p> <p>Preceptors. Tom recommends preceptors be trained by January to ensure there are enough preceptors to pair with students. Tom would like both preceptor and student to meet earlier and establish a relationship. Agencies agreed the first 24-48 hours of internships are not fully optimized while the preceptor/student are becoming comfortable with each other. Providing an initial field experience with the Preceptor would help PM students finish within 20 hours.</p> <p>Employment for Recent Graduates. Tom shared that previously the NREMT was scheduled in June, however, by the time students completed the program in July, wait for results, receive their license, there could be up to a two-month gap from completion to employment. For the current cohort, Tom moved the NREMT to April, so that once students complete the field internship, they can complete examinations, and become employed sooner.</p>	<p>Meet with agencies to arrange field experience pilot during clinical phase. Replace ED shifts with field shifts. May result in less patient contact, but better preparation for the field internship phase. Sabrina will send out a poll to Agencies.</p> <p>Current paramedic student Cameron thanked Agencies, and indicated he would relay this good news to classmates.</p>	<p>Tom</p> <p>Tom / Sabrina</p> <p>Cameron</p>	<p>Jan 2020</p>
<p>6.</p>	<p>Review and endorse the program’s required minimum numbers of patient/skill contacts for each of the required patients and conditions [CAAHEP Standard III.C.2. Curriculum]</p> <ul style="list-style-type: none"> Appendix G: Student Minimum Competency Matrix (<i>effective July 1, 2019</i>) 		<p>Committee reviewed the graduation requirement report data. Minimum numbers to be held as listed in the last advisory meeting with emphasis on maintaining the 5 live intubation requirement.</p> <p>Report data from the prior cohort was before the categories were updated in FISDAP to reflect the current Appendix G categories.</p>			

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7.	<p>Annual Report and Outcomes [CAAHEP Standard IV.B. Outcomes]</p> <ul style="list-style-type: none"> • Graduate Surveys • Employer Surveys • Resources Assessment Matrix • Thresholds/Outcomes 		<p>2017 Annual Report (most recent), Surveys and RAM were reviewed by the committee.</p> <p>Thresholds were met in all categories.</p> <p>Tom shared that VCCCD is building a database to track Nursing and EMS Programs. Christina indicated that VCCCD is currently addressing privacy issues with the Database. Robert asked Chris if the EMS Office can provide data pertaining to students who are hired. Chris responded that the database will be transitioning from Access into an online database, and that it does capture training program information. He might have access to some data to help the colleges.</p> <p>Course identification numbering system was discussed. VC will not align with the C-ID because It would require the program to increase time in class by 40 hours weekly. The part-time model is high on Tom’s to-do list. One method for this model would utilize the current curriculum and have a start date of August with an end date in May for the didactic coursework. This would span two semesters for the typically one semester course. The program would change to a positive attendance model, whereby, faculty will need to track and report daily attendance. This would be a temporary solution while the curriculum revision process moves forward.</p>			
8.	<p>Evaluation Review</p>		<p>Kathy noticed the positive feedback students provided regarding preceptors, compared to 2-3 years ago, where students reported bullying behavior. Kathy commended Tom for helping to change that culture.</p>			

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9.	<p>Other Assessment Results [CAAHEP Standard III.D. Resource Assessment]</p> <ul style="list-style-type: none"> <input type="checkbox"/> Long-Range Planning <input type="checkbox"/> Student <input type="checkbox"/> Faculty <input type="checkbox"/> Program <input type="checkbox"/> Other 		<p>There is a continued need for more paramedics locally per the field agencies. In meetings over the last year it was indicated that 60-90 paramedics are needed throughout the region (Ventura and Santa Barbara Counties). Currently, the VC Paramedic program is set to take 24 students annually and graduates about 80% of those leaving employers looking beyond the area for more paramedics to hire.</p> <p>Increasing the number of students per class is risky with the number of currently available preceptors and the limitations of access to ET placement opportunities. Adding a second cohort of paramedic students with a part-time class would allow for the students to remain employed full-time during most of the program. Additional challenges would be for hiring a retaining additional adjunct faculty to teach as second cohort.</p> <p>General inquiries about the program from prospective candidates and from the Academic Counselors on campus indicate a need for the part-time model to allow access to students that are unable to stop working for the better part of a year to attend the paramedic program.</p> <p>Countywide cardiac monitor upgrades to the LP 15 and Zoll monitors have the paramedic program at a disadvantage to prepare students with actual equipment used in the field. The cardiac monitor simulators were upgraded through Perkins Grants to include a skin to look like the LP 15s at a cost less than purchasing one actual device.</p>			

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10.	<p>Discuss challenges to the effectiveness of clinical and capstone field internship <i>This may include the impediments to attaining or retaining affiliates</i></p>		<p>The paramedic program experiences clinical limitations in access to endotracheal intubation opportunities. More surgical case are using LMAs in current years. The paramedic students are scheduled for three eight-hour shifts in the surgical departments of Los Robles and VCMC. With the increased cohort size and the need for 5 live intubations before moving to the field, a delay is built into the program for completing all students at the same time. Limited access to surgical suites continues to be a boundary. The program continues to make requests with each clinical site to be granted access to advanced airway management opportunities with the remaining clinical sites.</p> <p>Fire department hiring across the state and nation continue to remove highly skills paramedic preceptors from the area. Prior to the start of a cohort, the field providers are asked to look into a crystal ball and advise how many interns they expect to take 6-8 months later. Expansion of field provider access to Santa Barbara county has been initiated. Sending student to that county will create a policy knowledge hurdle for those that head up the coast to complete internship as the two counties utilize different protocols. Heather Ellis pointed out that the programs are to teach the national standards and the students are required to function competently with the knowledge at that level. The local preceptor is there is provide the specific nuances of the local protocol, but still measure the student at the national standards. The program has several exam gates that are based on local protocol to allow entry into the field setting. These would need significant revision to maintain an equal assessment for all students and may require that</p>	<p>Continue requests to meet with surgical groups at each clinical site</p>	<p>Tom/Todd</p>	

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			<p>all students take assessment exams for both counties as part of the process.</p>			
11.	<p>Program Reports and Changes</p> <ul style="list-style-type: none"> <input type="checkbox"/> Current Class Report <input type="checkbox"/> Program Statistics <input type="checkbox"/> Summer Work Experience 		<p>Paramedic Student Uniform: Tom reported that the current Paramedic cohort and EMT students are wearing white polo shirts, but the next cohort of PM students will wear grey polos. This will help clinical sites distinguish between Paramedic and EMT students. Agencies are fine with students wearing field boots or athletic shoes that are bland with no markings. .</p> <p>There was consensus among agencies for badges to say “Paramedic Intern” rather than “Paramedic Student.” “Intern” suggests the individual is trained, whereas patients may misinterpret “student” as inexperienced.</p> <p>Incorporating Multi-disciplinary Activities. The Paramedic Program collaborated with the VC Kinesiology Department, to incorporate a wellness component to the curriculum, whereby, lunch time was extended for students to access the gym to exercise, stretch, do strength training, learn self-care techniques, and shower. Cameron shared that this benefitted students by keeping students invigorated for the second segment of the long training day.</p> <p>The Paramedic Program also collaborated with the VC Child Development Center to enhance the pediatric training component. Students had the opportunity to interact and observe children. PM students worked with Child Development students to review the developmental process of each age group and exchange information from a</p>	<p>Kathy and Jaime will speak to Administration about how they feel with the Paramedic and EMT student uniform, and this can be discussed at the January 7th-8th Meeting</p> <p>Sabrina will request a reprint of Paramedic badges to reflect, “Paramedic Intern.”</p>	<p>Kathy / Jaime</p> <p>Sabrina</p>	<p>January 2020</p>

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			<p>medical standpoint. This helped PM students identify healthy kids versus sick students.</p> <p>Current class is at 28 students moving into the clinical setting. Taking the 125% capacity has had success in getting more students eligible for clinical and internship.</p> <p>The program is maintaining a high level of retention due to the remediation efforts available to keep students moving forward with their peer group. Simulation continues to be utilized more in the classroom as an effective teaching tool.</p> <p>Simulation Days December 10th and 11th. PM students participated in two on campus simulation days that included six challenging scenarios. Students were required to make base contact, delegate the call, load the ambulance, know policies, and see the emergency from beginning to end. Cameron indicated that PM students found the simulation days to be both a humbling experience and one of the most valuable learning experiences of the program.</p> <p>The summer work experience is doing well to provide entering paramedic students with emergency response experience when coming from an ED, military, or IFT background. Offering this as part of the required program for all students has been suggested by participants. Building the experience into the clinical setting would be a first step with the possibility of expanding to the didactic portion of the program. This would require curriculum revision.</p>			

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12.	<p>Are we Meeting Expectations?</p> <ul style="list-style-type: none"> <input type="checkbox"/> National Registry <input type="checkbox"/> Hospital Clinical <input type="checkbox"/> Internships <input type="checkbox"/> College 		<p>The program has encountered its first student to time out from completing the NREMT exam with 5 unsuccessful attempts made within the two year window. One other student never elected to take the exam. Both have moved into other fields of interest. This leaves the program's overall NREMT pass rate at 99%.</p> <p>Hospital and Internship agencies report that the professionalism demonstrated by the students and their willingness to learn reflect well on them and the program. No changes were requested during site visits and survey feedback. Nothing additional added at the Advisory Meeting.</p> <p>The paramedic program provides the college with degree and certificate awards annually with around an 80% completion rate. The Chancellors Gold Star award was given to the program for its efforts each year since its inception (2 years) for meeting the quality metrics of</p>			
13.	<p>Open Discussion</p>		<p>Robert indicated that EMT Programs have C-ID that meets in January or February. They are trying to ensure state-wide training programs align state standards 22 to national standards, so that there are the same unit value for all programs. He welcomes suggestions.</p>			
14.	<p>Substantive Change (<i>possible changes</i>) [CAAHEP Standard V.E. Substantive Change]</p> <ul style="list-style-type: none"> <input type="checkbox"/> Program Status <input type="checkbox"/> Sponsorship <input type="checkbox"/> Sponsor Administrator Personnel <input type="checkbox"/> Program Personnel <input type="checkbox"/> Addition of Distance Education 		<p>Chris indicated that on December 4th, the EMS Commission approved changes to Paramedic Training Programs, to include an additional four hours and course pre-requisites. These changes go into effect July 1st and programs will have 12 months to implement changes. Chris indicated</p>	<p>Tom will work with Chris to review these new requirements before he submits curriculum changes</p>	<p>Tom / Chris</p>	

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	<input type="checkbox"/> Addition of Satellite Program		<p>that VC is already where it needs to be to meet these new requirements.</p> <p>The program self-study notification is expected within the next year and will be followed by a site visit. The affiliates will be kept aware of the active dates of this process as updated information will be requested from each clinical and field site.</p>			
15.	Other Identified Strengths		<p>The VC Foundation is now offering three Paramedic Scholarships and three EMT Scholarships to support students. Discussions continue between Tom and the VC Foundation to identify additional avenues to make the program more affordable for students.</p> <p>ED physicians continue to help the paramedic students find intubation opportunities. The physician shadow program grew to its largest access in 2019 with three sites and 7 physicians participating. Students reported these as excellent experiences in assessment training and application of local protocols to the patients in the field.</p>			
16.	Other Identified Opportunities		<p>Tom will offer the NAEMSE Level 1 course in June 2020 at Ventura College. This educator-training course will help grow the next group of EMS instructors. This training does not have an expiration date. Agencies inquired if NAEMSE Level 2 is coming soon, but Tom indicated that Level 2 training was not helpful based on feedback of current program instructors that attended.</p> <p>In working with AMR/GCA over the last year, an On the Job Training (OJT) program was developed with the Deputy Sector Navigator – Healthcare</p>			

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			<p>from norther CA to pilot this pathway project. Tom will be providing the EMTs selected into the OJT program a Paramedic entry readiness exam through Platinum Education. The goal is to give the exam at the beginning and at the end of the OJT process to measure effectiveness of the 2000 hour process. Tom hopes data from this exam will help identify ways to improve the OJT experience and help address the paramedic class attrition rate.</p>			
17.	Other Identified Threats		<p>Allan Hancock College is in the process of starting a paramedic program. This will impact Cuesta College’s ability to run a full cohort and is expected to impact Ventura as well. Other paramedic program from around the state report having hundreds of applicants annually for the small number of seats they have available. The program works hard to guide prospective students through prerequisites courses, make them aware of scholarship opportunities, and assist them in preparing an application. This has resulted in the program having a waitlist carry over to the next year for the first time in over a decade. Many candidates are in touch with the program for more than two years before they submit an application.</p>			
18.	Other Identified Weaknesses		<p>Program access to EMS specific training events has been limited by AB1887 which forbids travel to multiple states when using state funding. The accreditation conference that began two years ago to guide program directors through all of the accreditation requirements has been held for its inaugural years (all three) in a travel banned state. They also speak at the National Association of EMS Educators Symposium, but that is also hosted in travel banned states. Most of the large EMS conferences where current and future trends in</p>	<p>Continue to explore option for attending out-of-state conferences by requesting future events are in travel allowed locations. Work with CEMSEA & CPPD to have the statewide EMS Educator groups make the request to the conference providers. Alternatively, look to host these events in-state.</p>	Tom	Ongoing

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			<p>EMS and EMS education are presented are also in travel banned states. There is not currently a mechanism for getting the program to these conferences for critical updates. Requests have been made to each entity advising about the CA travel ban and suggested that future meeting be scheduled in areas that would allow access for CA programs. Most that replied have book several years in the future in travel banned states, but they would take it under consideration for future events. A request was also made to have remote access to the content for those that cannot physically attend on site due to travel ban or monetary restrictions of their institutions. The Accreditation Conference was not interested in filling that need stating the in-person attendance was their target audience.</p>			
19.	Action Plan for Improvement		<p>Continue with Curriculum revision to accommodate the part-time course offering and work to use the current curriculum to offer a second paramedic cohort that spans two semesters.</p> <p>Other actions plans as listed in the action required column for all the above sections.</p>			
20.	Other Business		<p>Paramedic Graduation is scheduled for June 12, 2020.</p> <p>Paramedic Program Accreditation process is 2020-2021.</p> <p>Thank you to Heather and Kathy for co-chairing this meeting.</p>			
21.	Advisory Committee Program Resource Surveys		<p>Committee members completed the Program Resource Surveys to be included in the RAM.</p>			

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22.	Next Meeting(s)		Due to fire season's impact, the Advisory will target the first Friday in November to reconvene.	November 6, 2020		
23.	Adjourn	1624	Meeting adjourned			

Minutes prepared by Thomas O'Connor and Sabrina Canola-Sanchez

Date December 13, 2019

Minutes approved by _____

Date _____