



Dudley H.A. Wright II, Chair  
Kent Appelhans, Vice Chair

Dr. Carol Cunningham, State Medical Director

## HUMAN RESOURCES AD HOC COMMITTEE

### STATE BOARD OF EMERGENCY MEDICAL, FIRE AND TRANSPORTATION SERVICES OHIO DEPARTMENT OF PUBLIC SAFETY

#### MEETING MINUTES

December 16, 2019

**Committee Meeting Date and Location:** Monday, December 16, 2019, at the ODPS Shipley Building, Conference Room 1102, 1970 W. Broad Street, Columbus, OH 43223

#### I. **Attendance:**

- a. **Committee Members Present:** Mark Resanovich (Chair), Kent Appelhans (Vice Chair), Eric Burns, Dr. Thomas Charlton, Ken Crank, Patrick Ferguson, Chuck Sowerbrower
- b. **Committee Members Absent:** Richard Annen, Rachel Velasquez
- c. **DPS and EMS Staff Members Present:** Dr. Carol Cunningham, State Medical Director; Melvin House, Executive Director of EMS and Liaison; Robert Wagoner, Deputy Director of EMS; Kris Miller, EMS Education Coordinator; and Jayn Mayton, EMS Administrative Professional IV
- d. **Public Present:** None

#### II. **Welcome and Introduction**

The meeting began at 9:02 a.m. Chair Resanovich welcomed everyone.

#### III. **Review and approval of Minutes**

- a. The minutes from the September 26, 2019 meeting were reviewed and approved.

***Motion:*** Motion was made to approve the Human Resources Ad Hoc Committee meeting minutes from September 26, 2019, with no changes required.

Dr. Charlton – First. Mr. Crank – Second. None opposed. None abstained. Motion approved.

b. The minutes from the October 22, 2019 meeting were reviewed and approved.

**Motion: Motion was made to approve the Human Resources Ad Hoc Committee meeting minutes from October 22, 2019, with no changes required.**

Dr. Charlton – First. Mr. Crank – Second. None opposed. None abstained. Motion approved.

#### **IV. Topics not covered in meeting**

- Staffing Needs – *Mr. Appelhans*
- Safety/Health – *Mr. Ferguson*
- Vehicle Accidents – *Mr. Annen*
- Fatigue / Impaired Provider – *Dr. Charlton*
- Workforce Resilience – *Dr. Charlton*

#### **V. Recruitment/Retention/Reciprocity and Quality CE**

The goal of this special meeting of the Human Resources Ad Hoc Committee was to address issues with online continuing education schools, and to make significant progress preparing the upcoming continuing education proposal which will be presented to the Emergency Medical, Fire and Transportation Services (EMFTS) Board Retreat in February, 2020.

Chair Resanovich called the committee's attention to the handout provided by Chief Burke, referencing issues with online CE's. This handout illustrates the fact that it is possible for a certification renewal candidate to take more than 24 accreditation hours within one 24-hour period. Ohio Administrative Code (OAC), Continuing education for EMS providers, 4765-19-01 (B)(3) states that "A single session of continuing education shall be at least one-half contact hour." Deputy Director Wagoner stated that this handout is an example of the type of coursework that the Commission on Accreditation for Pre-Hospital Continuing Education (CAPCE) was created to deal with.

Also in the handout, the completion certificates from the CE accredited school "24-7 EMS" show they are all "Exam Only". Executive Director House said that, although it is possible to take online courses that allow the student to click through to the test quickly and take several tests within one day, this was not the intent of the OAC. Deputy Director Wagoner explained that examination-only courses are just exams, and not education, and therefore do not meet the OAC definition of online education as defined in rule 4765-1-01 (WW).

Chief Burke included the definition of distance learning in his handout, as defined in rule 4765-1-01 (V) of the OAC. There was discussion as to whether the method of communication between the teacher and student in distance learning is real-time or delayed, such as via email or other method that is not immediately interactive. Referring to the OAC rule, it says, "'Distance learning' ...is taught in real-time and is interactive between the student and the entity offering the course."

The committee continued to the PowerPoint presented by Deputy Director Wagoner. The HR Ad Hoc Committee Retreat Discussion PowerPoint consisted of the original five principles of renewing national EMS certification: 1) professional standing; 2) practice performance; 3) life-long learning; 4) individual continuing education; and 5) self-assessment. These were distilled down to looking at the maximum number of distance education (DE) hours per three categories: national, local and individual components. These three components and total continuing education units (CEU) hours are listed in the National Registry of Emergency Medical Technicians (NREMT) Recertification Guide, page 7.

It was noted that all the required hours under the individual category can be done via DE. The NREMT follows a two-year cycle, with changes every four years to catch everybody in that cycle.

Dr. Charlton asked about the NREMT process for developing the number of required hours. Deputy Director Wagoner explained that the decisions for the current requirements were developed by the National Continued Competency Program (NCCP), based upon evidence-based medicine, science position papers, and other information about patient care. A discussion ensued about possible changes which could be made in areas of the timing of expiration dates and number of years of the certification cycle. The local component could include state-required subjects, which would be added to these national requirements for renewal certification. Adopting the national guidelines for certification renewal in Ohio would prevent "reinventing the wheel" for the basic requirements, while adding Ohio-specific requirements to ensure state compliance. Potential problems and consequences of changes were offered. Executive Director House suggested that there is no perfect system, so the goal should be to find something that works best and is manageable.

Deputy Director Wagoner summarized the discussion. The most workable solution may be to change the National column to Ohio, convert the total number of hours from NREMT's two-year cycle to Ohio's three-year cycle, identify important subjects within the Ohio category, and leave in the Local and Individual categories.

Deputy Director Wagoner pointed out that the National category includes training that focuses on the resuscitation of a pediatric patient in cardiac arrest. It is the most infrequent thing over a 25 years-period of a practice analysis throughout the United States, yet it is the number one most highly critical task that paramedics say they respond to. Patient care tasks such as this, with low frequency yet high criticality, must be included in our content. Committee members identified other high-risk low-frequency incidences such as recognizing shock, measuring pediatric medications, and assisting with childbirth.

The new renewal process was further expanded to include an Ohio "bucket." Within a three-year time frame, Ohio-required CE is added to the National Registry certification renewal requirements. New CE can be developed and added to the bucket when we see concerning changes in data. Dr. Charlton asked how to ensure that people have accomplished those buckets when they apply for renewal. Verification would be through the proposed learning management system, by the individual's training officer or medical director, who will be able to sign off that the training has been completed.

After a break for lunch, Mr. Sowerbrower created an outline for the continuing education proposal which will be presented to the EMFTS Board during their February retreat. The committee members agreed to create the future recertification and reciprocity CE requirements based upon NREMT national requirements, adding an Ohio/Local category, and keeping individual requirements.

The Ohio/Local category will include the Ohio Trauma Triage and Rescue Task Force courses, plus other topics as determined at the state level. The courses will be offered in a mixed DE (60%) and in-class format (40%).

Reciprocity requirements will address requirements to maintain an individual's NREMT status, or to enable military personnel to obtain Ohio certification.

Additional unresolved topics to be covered are active and inactive certification statuses, and an Emeritus status.

**Action Item:** *We will finish this presentation and bring it back to the group on January 23, 2020. Assigned to all committee members.*

**Action Item:** *When emailing the draft minutes to the committee members, include the National Registry link which was emailed to committee members. Assigned to Ms. Mayton.*

## **VI. New Business**

The committee reviewed the proposed calendar for 2020 HR Ad Hoc Committee meetings. It was agreed that the February 27<sup>th</sup> meeting would be cancelled due to the fact that the EMFTS Board Retreat is in February. It was also agreed that the April 23<sup>rd</sup> meeting would be cancelled due to the EMS on the Hill Day annual event being held at approximately the same time.

**Action Item:** *Schedule 2020 HR Ad Hoc Committee meetings and email calendar invitations to all members and interested parties. Assigned to Ms. Mayton.*

## **Adjournment**

The meeting was adjourned at 2:31 p.m.

**MOTION:** *Motion was made to adjourn the meeting.*

Mr. Ferguson – First. Dr. Charlton – Second. None opposed. None abstained. Motion approved.

## **Next meeting:**

January 23, 2020

9:00 a.m. – 10:30 a.m.

Conference Room 1102

Ohio Department of Public Safety

1970 West Broad Street, Columbus, OH

## **EMFTS Board Retreat:**

February 11, 12, & 13

Times vary

ODNR Division of Geological Survey

Horace R. Collins Laboratory  
3307 South Old State Road  
Delaware, Ohio 43015