

Paramedic Community Advisory Minutes  
January 10, 2018, 9am – 12 noon

**In attendance:**

Dr. Clayton Kazan, Medical Director, LACOFD  
 Dr. Steve Rottman, Medical Director, UCLA CPC  
 Dr. Greg Hendey, Chair, UCLA Emergency Medicine  
 Chief Cody Smith, Battalion Chief, Glendale Fire  
 Captain Andrew Gano, Glendale Fire  
 Ms. Jean Campbell-Morgan, MTM Scholarship Committee;  
 Dave Page, Director, Prehospital Care Research Forum at UCLA  
 Joan Lockwood, Program Approvals, LA County EMS Agency  
 Lucy Hickey, Chief, Certification and Program Approvals, LA County EMS Agency  
 Mr. Todd LeGassick, Executive Director, UCLA CPC  
 Ms. Evelyn Hallford, Program Director, UCLA CPC  
 Mr. Mark Malonzo, Educator/Coordinator, UCLA CPC  
 Dr. Heather Davis, Associate Director, UCLA CPC  
 Jenna Ramono, WLAC Adjunct Instructor  
 William Dunne, Director, UCLA Security  
 Chief (retired) Deputy Mike Metro, LACoFD  
 Mr. Carlos Sermeno, Chair, WLAC Health Sciences

Chief Ken Leasure, Battalion Chief, Monterey Park Fire  
 Jessica Strange, Prehospital Care Coordinator  
 Dr. Parisa Partownavid, UCLA OR Director of Surgery Center  
 Dorothy Harat, Medical Director, PTI Paramedic Prgm  
 PM/FF Sara Rathbun, LACoFD  
 Kristina Hong, Prehospital Care Coordinator  
 Dr. Atilla Uner, UCLA CPC  
 Chief Wes Anzai, LACoFD  
 Ms. Marianne Newby, Associate Director, UCLA CPC San Gabriel/South Bay FD Consortium  
 Captain Victor Torres, LACoFD  
 Dr. Baxter Larmon, Director Emeritus, UCLA CPC  
 Cindy Guardado, Prehospital Care Coordinator, Long Beach Memorial  
 Chief Jon O'Brien, LACOFD  
 Lt. Mark Littlestone, UCLA Police  
 Chief Dave White, Fire Chief, Culver City

Agenda	Discussion/Action
<b>Call to Order (9:05am)</b>	Mr. Todd LeGassick called the meeting to order.
<b>Welcome &amp; Introductions Mr. Todd LeGassick, Dr. Heather Davis, Associate Director</b> <ul style="list-style-type: none"> <li>• Introduction of new Program Director, Evelyn Hallford</li> </ul>	Mr. LeGassick and Dr. Heather Davis welcomed all stakeholders. Dr. Davis introduced Ms. Evelyn Hallford, the new paramedic program director.
<b>Purpose of Advisory Committee Dr. Steve Rottman, Medical Director &amp; Committee Chair</b> <ul style="list-style-type: none"> <li>• Purpose of the Community Advisory Committee</li> <li>• Terminal program goal statement discussion then reaffirmation</li> </ul>	Dr. Steven Rottman re-introduced the purpose of the committee and asked that the terminal goal statement be discussed and reaffirmed. All community advisory board members were in support of it.
<b>Annual Report for Commission on Accreditation, Dr. Atilla Uner</b> <ul style="list-style-type: none"> <li>• Benchmarks, how they are determined, and any suggestion for changes</li> <li>• Report on impact of adopting airway recommendations</li> <li>• Correction on human intubation goal (live tissue v. cadaver)</li> <li>• Current status of airway management practice in LA and CA</li> </ul>	Dr. Uner reviewed the current benchmarks for clinical and field experience. Discussion focused on the differences between the national recommended goals and the programs -- most were higher, some were lower (ie, patients with behavioral complaints). Discussion about student's recording of additional procedures/patients after a goal was

<ul style="list-style-type: none"> <li>• Discussion then vote to approve current graduation goals</li> </ul>	<p>inquired about. The community advisory board recommended that the program review the benchmarks, guidelines to students, and present any recommendations at the next board meeting.</p>
<p><b>State of the School Dr. Davis, Associate Director</b></p> <ul style="list-style-type: none"> <li>• Completion rates, National Registry performance</li> <li>• Hybrid/Part-time program, remote classroom, and alternate delivery possibilities</li> <li>• Internship overcrowding in LA and plans in progress to relieve impact</li> <li>• Questions and suggestions from the Advisory Committee</li> </ul>	<p>Dr. Davis reports at 80% unadjusted completion rate and a 88% first time national registry licensing rate. When students not completing the program because the fire department pulled them because they got a job, the completion rate is 86%. She noted the difficulty in fire departments being able to intern students because of so many vacancies and reports this is beginning to improve.</p>
<p><b>Scholarships (1030-1100)</b> <b>Dr. Baxter Larmon, Director Emeritus</b></p> <ul style="list-style-type: none"> <li>• Mitch Sekine Memorial Scholarship</li> <li>• Ryan M. Sorek Memorial Scholarship</li> <li>• Marshall T. Morgan, MD Memorial Scholarship</li> </ul>	<p>Dr. Larmon introduced each of the memorial scholarships and the great work each is doing to honor the memory of a loved one. The Mitch Sekine scholarship has awarded 18 scholarships. The Ryan Sorek and Marshall T. Morgan have awarded two and one, respectively.</p>
<p><b>Needs of the School Ms. Evelyn Hallford, Program Director</b></p> <ul style="list-style-type: none"> <li>• Certificate of Achievement, WLAC, Mr. Carlos Sermeno</li> <li>• Equipment (cardiac monitors, simulators, IV catheters)</li> <li>• Preceptor Development (definition of safe, competent, consistent, 18/20, culture of safety)</li> <li>• Questions and suggestions from the Advisory Committee</li> </ul>	<p>Ms. Hallford discussed the preceptor training that had been conducted for partner fire departments. Ms. Hallford also identified the needs of the program including cardiac monitors, simulators, and supplies. Ms. Katie Martin stated she would happily take supply donations of expired supplies. Ms. Hallford introduced Mr. Carlos Sermeno, Chair of the Health Sciences Division at West Los Angeles College who assessed the advisory's board interest in submitting a certificate of achievement. The members fully support the opportunity for students to earn a certificate of achievement and would like to move this forward and appreciate the Associates degree availability.</p>
<p><b>Adjourned</b></p>	<p>Dr. Rottman closed the meeting at 11:40am and thanked everyone for the time and input.</p>