



Paramedic Advisory Committee

Minutes for Friday, March 22, 2024

10:00 am – 11:00 am

Zoom: <https://collegeofthedesert-edu.zoom.us/j/88097455994?pwd=n0FU6n4ATAzDx3Qhw6Uw7chbWunCzt.1>

Meeting Participants

Committee Members Present

Richard Harvey (EMS Bureau FCP), Bill Weiser (Fire Chief, Cal Fire), Chief Mike Beverlin (Chief, Cal Fire), Scott Philippbar (Chief, EMS Bureau RVC), Matt Kotz (BC B12), Pete Tierney (BC B12), Kristie Hinz (RN, RVC), Michael Contreras (Fire Chief, Cathedral City), Paul Alvarado (Fire Chief, Palm Springs), Abdul Ahmad (Fire Chief, Morongo Fire), Ken Cardin (Captain, Morongo Fire), Wayne Ennis (Operations Manager, AMR), Jeff Cryder (RSO Palm Desert) Charles Rhodes (CHP/Pilot), Paige Casteneda (Desert Regional MC), Robin Boardman (JFK Memorial Hospital), Thomas Wofford (Eisenhower MC), Andrea Hayles (Desert Regional MC), Chantae Wilson (Assistant Professor, EMT/Paramedic COD), Cameron Miller (Professor, Fire Technology COD) Stan Henry (Professor, CJ & PSA Chair), Rodger Hughes (Adjunct Fac/EMS Clinical Coordinator COD),

Guests

Neil Lingle (Dean, ASBU), Wally Meyer (Interim Director, PSA), Prudence Chase (Interim Project Director), Deanna Huggins (Secretary, ASBU), James Lee (REMSA)

Recorder

Deanna Huggins

Meeting Minutes

1. Call to Order

The meeting was called to order at 10:02 am

1.1 Public Comments

- [There were no public comments.](#)

2. Roll Call

3. Review and approval of meeting minutes

3.1 Approval of Agenda

- Motion: The agenda for May 7 was approved with no changes.

4. Overview of Paramedic Program

- 1) 12 Courses (not including Pre-Course work)
- 2) 1800 Hours
- 3) 49.5 Units
- 4) 1 year to complete
- 5) 362 Clinical Hours
- 6) 540 Field Time Hours
- 7) 30 Students

5. Support the Program's required minimum numbers of patient/skill contacts for each of the required patients and conditions [2023 CAAHEP Standard III.C. Curriculum]

- 1) "To prepare Paramedics who are competent in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains to enter the profession."
- 2) Establish / review additional program goals
- 3) Course Schedule – Monday, Tuesday, Wednesday (3-day Program), Fall 8am-7pm, Spring 8am-5pm
- 4) Cut Scores
- 5) Remediation Process
- 6) Course Application and Process
- 7) Course Materials
- 8) Course Equipment
- 9) Advanced Placement
- 10) Tracking Systems- Platinum or FISDAP
- 11) Advisory consensus that all of the functional portions of the program highlighted would be developed by faculty, meeting CoAEMSP and title 22 standards and reviewed by the medical director before implemented in the program. Because the program does not have any current cohort data, future advisory meetings will evaluate the efficacy of the items highlighted and make changes when necessary

6. Review the Program's minimum expectations [2023 CAAHEP Standard II.A. Minimum Expectations]

- 1) Student Minimum Competency (SMC) Recommendations
- 2) (Effective January 1, 2023) – Field Portion & Skill Portion
- 3) Review summary graduate tracking reports
- 4) These items will be reviewed by the medical director before implemented into the program

7. Review the program's annual report and outcomes [2023 CAAHEP Standard IV.B. Outcomes]

- 1) Annual Report data
- 2) Thresholds/Outcome data results
- 3) Graduate Survey results
- 4) Employer Survey results

- 5) Resources Assessment Matrix (RAM) results
- 6) Other

8. Review the program's other assessment results [2023 CAAHEP Standard III.D. Resource Assessment]

- 1) Long-range planning
- 2) Student evaluations of instruction and program
- 3) Faculty evaluations of program
- 4) Course/Program final evaluations
- 5) Other evaluation methods

9. Review program changes (possible changes)

- 1) Course Implementation (schedule, organization, staffing, other)
- 2) Preceptor changes – N/A
- 3) Clinical and field affiliation changes – Partnering with the Nursing program for the clinical sites Eisenhower, JFK, and Desert Regional Hospital
- 4) Curriculum – Going through the approval process; will conclude in May 2024
- 5) Content – Internal and External for testing the students and gaining data
- 6) Sequencing

10. Review substantive changes (possible changes) [2023 CAAHEP Standard V.E. Substantive Change]

- 1) Program status – working on accreditation
- 2) Sponsorship – College of the Desert
- 3) Location – Public Safety Academy (COD) Building 16
- 4) Sponsor administrative personnel – Walt Meyer
- 5) Program personnel: PD, MD, other – Laurie Green (Program Director), Dr. Foster (Medical Director), Chantae Wilson (Lead Instructor), Cameron Miller (Future Field Coordinator)
- 6) Addition of distance education component
- 7) Addition of satellite program
- 8) Addition of alternate location(s)

11. Other identified strengths

12. Other identified weaknesses

13. Identify action plans for improvement

14. Other comments/recommendations

- 1) Recommended students have 911 experience; higher success rate in program
- 2) Pre-Course work to Paramedic Program
- 3) Pre-Requisites for Program – 18 years old, High School Diploma, EMT Certificate, 1000 hours of experience, completion of the pre-course, Sponsorships (?), standard immunizations, background check
- 4) Regarding out of state students; possible Military personal that transition from out of state to the civilian sector
- 5) Have work experience and have students earn elective credit for it

6) Advisory Board requested application and application process by next meeting

15. Action Items

- 1) Motion to approve Ricky Harvey as Chair for Paramedic Advisory Committee
 - 1st Approval – Cameron Miller
 - 2nd Approval – Ken Cardin
 - Motion Approved
- 2) Motion to approve moving forward with the accreditation of the Paramedic Program
 - 1st Approval – Scott Philippbar
 - 2nd Approval – Abdul Ahmad
 - Motion Approved
- 3) Motion to approved Dr Foster as Medical Director
 - 1st Approval – Ken Cardin
 - 2nd Approval – Wayne Ennis
 - Motion Approved

16. Staff/professional education

17. CoAEMSP/CAAHEP updates

18. Next accreditation process (i.e., self-study report, site visit, progress report)

19. Other business

- Is sponsorship something Stations are willing to do

20. Good of the Order

21. Future Agenda Topics

- List of Requirements

22. Adjournment

The meeting was adjourned at 11:28 am

Next Meeting

First week of May 2024 (TBD)