

# Northwest Community EMS System ADVISORY BOARD

Date: September 11, 2025  
Time: 9:00 – 10:30 AM  
Place: 901 Conference room | Virtual Via Zoom

## A G E N D A

<https://zoom.us/j/95466733563?pwd=LGGzbqDis1EYFCkFPLnG71fceRxfdv.1>

Meeting ID: 954 6673 3563  
Passcode: 381257

- I. Call to order; introductions; approval of minutes: No Meeting Held July 2025
- II. Board Update/Review:
  1. Charter – Future of the Board
  2. Continuing The Process of Policy Updates/Modifications
- III. **Old Business**
  - A. PM Program Advisory Board Committee:
    1. **Review the Program's minimum expectations**  
[2023 CAAHEP Standard II.A. Minimum Expectations]
      - (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
    2. **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) Student Minimum Competency (SMC) **see attached**
      - (2) Recommendations (*effective January 1, 2023*)
      - (3) Review summary graduate tracking reports
    3. **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
    4. **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
    5. **Review program changes (*possible changes*)**
      - (1) Course changes **see attached academic calendar** (schedule, organization, staffing, other)
      - (2) Preceptor changes- **Training classes for new preceptors will remain in same format. Existing preceptors training will be changing to updates only format**

- (3) Clinical and field affiliation changes- **GOMC added for behavioral**
  - (4) Curriculum changes- **Module exams will be administered via Blackboard Ultra Software through Harper College**
    - o Content
      - **Updated per EBP guideline & Standards updates**
      - **Handout revision**
    - o Sequencing- **same**
- 6. **Review substantive changes** (*possible changes*) [2023 CAAHEP Standard V.E. Substantive Change]
  - (1) Program status
  - (2) Sponsorship **No change**
  - (3) Location **N/A**
  - (4) Sponsor administrative personnel **No change**
  - (5) Program personnel: PD, MD, other- **new Clinical & Lab Coordinator Britney Shlifka see attached org chart**
  - (6) Addition of distance education component **-N/A**
  - (7) Addition of satellite program **-N/A**
  - (8) Addition of alternate location(s)- **Not at this time. In early conversation w/ Harper**
- 7. Other identified strengths
- 8. Other identified weaknesses
- 9. Identify action plans for improvement
- 10. Other comments/ recommendations
- 11. Staff/ professional education- **Harper allows for/provides funding professional development**
- 12. CoAEMSP/ CAAHEP updates-  
2025 CoAEMSP survey shows decline in clinical access for paramedic education  
Research Initiatives – CoAEMSP – Committee on Accreditation for the EMS Professions
- 13. Next accreditation process **Discussion with all entities late August CoAEMSP, CAAHEP, Harper & NWCEMSS Leadership regarding recent re accreditation. CAAHEP2030**  
(i.e., self-study report, site visit, progress report)
- IV. **Reports of standing committees:**
  - A. Education Committee: Karin Buchanan/Tina Hayes
  - B. PBPI: Adam Sielig
  - C. CARS: Jeremy Sullivan
  - D. Cardiac Arrest: TBD
  - E. R&D: Scott Renshaw
- V. **System/Region IX/State Updates:**
  - A. System Announcements: Bill Toliopoulos
- VI. **New Business:**
  - A. System Policy Review:
    - 1. A- 2 Aeromedical Transport
    - 2. M-6 MD Back-Up for ECRN
    - 3. O-1 Overrides
    - 4. R-6 Refusal of Service
    - 5. T-2 Transport Destination
- VII. **Next meeting – November 13, 2025**