



Credible education
through accreditation

Advisory Committee Meeting Minutes

SPONSOR / INSTITUTION NAME:	Imperial Valley College		
CoAEMSP PROGRAM NUMBER:	600134	DATE, TIME, + LOCATION OF MEETING:	10/24/20 1500 ZOOM
CHAIR OF THE ADVISORY COMMITTEE:	Christopher Herring – Imperial County Public Health department		

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>	James Corbett-Detig	Yes	Imperial Valley College
Employer(s) of Graduates Representative	Alfredo Estrada Alex Ochoa	Yes Yes	Imperial County Fire Department Chief AMR Ambulance Supervisor
Key Governmental Official(s)	Chris Herring Ryan Kelley	Yes Yes	Imperial County Public Health Department EMS Manager Imperial County Supervisor
Police and Fire Services	Cedric Cessena	Yes	El Centro Fire Chief
Public Member(s)	Robert Amparano Bill Dubois	Yes	Imperial Irrigation District Business Owner
Hospital / Clinical Representative(s)	Oscar Garcia Sr.	Yes	Pioneers Memorial Healthcare District
Other			
Faculty <i>ex officio, non-voting member,</i>	Aaron Castro	Yes	Imperial Valley College
Sponsor Administration, <i>ex officio, non-voting member</i>	Efrain Silva		Dean Of Health and Public Safety. Imperial Valley College
Current Student	Roberto Ojeda	Yes	NAF El Centro Federal Fire Department
Graduate	Michael York	Yes	Brawley Fire Department Chief
Program Director <i>ex officio, non-voting member</i>	Steven Holt	Yes	Imperial Valley College

Medical Director <i>ex officio, non-voting member</i>		James Corbett-Detig	Yes	IVC		
	Agenda Item	Acted	Discussion	Action Required	Lead	Goal Date
1.	Call to Order	Yes	The group is asked to confirm good audio. Need to confirm members got the agenda and materials prior to meeting	The group confirms they have received reference files for meeting.	Chris Herring	
2.	Review and Approval of Meeting Minutes	Yes	Steve Holt referenced some materials that had been sent out to the group. An Agenda and a copy of IVC Paramedic’s updated minimum goals sheet entitled “Medic Update 2020”	The committee approved the minutes from 7/2019. Motion Chief Estrada and Second by Bill Duboise	Chris Herring	
3.	Program Goals & Learning Objectives [CAAHEP Standard II.C. Minimum Expectation] ☐ Endorse the language <i>verbatim</i> for the Minimum Expectation “To prepare competent entry-level Paramedics in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains with or without exit points at the Advanced Emergency Medical Technician and/or Emergency Medical Technician, and/or Emergency Medical Responder levels.” ☐ Establish / review any additional program goals ¹	Yes	The committee was of the reminded of the Minimum Expectations language stated by CAAHEP Standard II.C. Steve Holt advised that this language exists on the Imperial Valley College Website, Catalogue and Program manual. Steve Holt advised there had been many changes to the Program Goals and to the Didactic and Clinical Portions	Continue to publish this statement. Do everything in our power to Ensure our Paramedics are competent in the learning domains of Cognitive, Psychomotor, and Affect.	Steven Holt	
4.	Review and endorse the program’s required minimum numbers of patient/skill contacts for	Yes	The group Reviewed some of the changes to the minimum goals sheet made back in early May		Steven Holt	

¹ Additional program goals are not required by the CAAHEP Standards. If additional program goals are established, then the program must measure them.

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	each of the required patients and conditions [CAAHEP Standard III.C.2. Curriculum] ☐ Appendix G: Student Minimum Competency Matrix (<i>effective July 1, 2019</i>)		2020 by IVC Program Director, Medical Director, and Faculty. The sheet was titled “MEDIC 2020 Updated” Steve Holt stated the changes (Made in May) were based on the possibilities of No Hospital Time at all. And a 50% LIVE Field Internship. Chief York was concerned that some changes were different from Appendix G. Would this affect accreditation The committee asked if MEDIC Updated Goals will be used for future cohorts. Chief Cesena asked if “Team Leads “could be simulated. If not the goal “40” may be too high. Holt stated that he and Dr Corbett had discussed lowering it to “30” but changed back to “40” once Full LIVE Internships were approved again	Steve Holt advised that Students received a 25% LIVE Clinical Experience. 75% SIMS. The cohort were now doing their 100% LIVE Internship. All students will still need 40 Team Leads and 40 ALS contacts. All LIVE. The committee endorsed the use of the ‘MEDIC Updated 2020” Goals set by Imperial Valley College. The group approved the changes at the end of the meeting after all changes were explained in more detail. Steve Holt stated that the Field Internship Goals were almost the same as the previous cohort. Dr Corbett stated that the Medic Updated Goals would not be used if Clinical/Field time go back to normal.	James Corbett M.D.	
5.	Annual Report and Outcomes [CAAHEP Standard IV.B. Outcomes] ☐ Graduate Surveys ☐ Employer Surveys ☐ Resources Assessment Matrix ☐ Thresholds/Outcomes	Yes	The committee was advised that the last cohort’s CAAHEP thresholds were 89% - Cognitive exam 100% - Psychomotor	The group was advised that employer and graduate surveys would be sent out in April or May of 2021 for 2020 cohort.	Holt	

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			100%-Job Placement 69.2% - Retention Holt stated the 69.2% retention rate did not meet the standard of 70%. This will require a progress report Employer and Graduate surveys form last cohort were positive.	A Progress report will be needed for the 69.2%. Holt advised that 78% of the 2020 cohort was doing their final step of Field Internship. The threshold should be easily met with 2020 cohort.		
6.	Other Assessment Results [CAAHEP Standard III.D. Resource Assessment] ☐ Long-Range Planning ☐ Student ☐ Faculty ☐ Program ☐ Other	Yes	Alex Ochoa asked about the possibility of continuing with “Hybrid” courses after the pandemic is over. Current student Roberto Ojeda stated that he would prefer to go back to a 100% LIVE Lectures and Skills.	The next cohort is planned to begin Fall 2021. The program is still being listed as a “Hybrid” Program for that year.	Holt Castro	
7.	Discuss challenges to the effectiveness of clinical and capstone field internship <i>This may include the impediments to attaining or retaining affiliates</i>	Yes	More than 70% of Paramedic cohort and faculty tested positive for COVID-19 during 2020. Student Ojeda and Steve Holt stated 75% of the Clinical Time at the college using simulations was an incredible challenge. Students are working a lot of mandatory overtime due to COVID-19. Steve Holt also stated that students would be allowed to do their Field	Ensure current contracts are still in place.	Holt	

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			Internship at the agency where they work if need be. The progress would be monitored closely. Students would not be able to any of their Capstone Field Internship while on-duty getting paid. Under ANY circumstances. EMT Students received no hospital time but were able to do a 12 hour ride along.			
8.	Program Changes (possible changes) ☐ Course changes ☐ Preceptor changes ☐ Clinical and field ☐ Curriculum - o Content - o Sequencing	Yes	Steve Provided the group with a summary of the changes. Clinical Time -25% LIVE – All in ED Clinical Time – 75% Simulations at College Field Time – Full Internship. 100% Plus all other minimum goals. 40 Team Leads – LIVE Patients Only 40 ALS Contacts – LIVE Patients Only The group asked why there were no LIVE Intubations required. The committee was advised that the Field Internship syllabus and Preceptor Training course/manual has listed that students will be extended for up to “5” twenty four hour shifts if they have not met the goals of 40 ALS Contacts and 40 Teams leads. Or at Preceptor /faculty discretion	Dr Corbett also advised that Imperial County Policies had changed for ET Intubation during COVID-19. A Policy was put in place to Intubate only if necessary. Ultimately not recommended. % Simulated ETT Intubation are required. Most students’ have 10. Dr Corbett and the group stated that we should go up to 7 additional shifts for the next cohort. This policy had changed again though and some students are getting to ET intubate in the field.	Holt	

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			Two students from the current cohort are already doing extra shifts to meet minimum goals.			
9.	Substantive Change (<i>possible changes</i>) [CAAHEP Standard V.E. Substantive Change] ☐ Program Status ☐ Sponsorship ☐ Sponsor Administrator Personnel ☐ Program Personnel ☐ Addition of Distance Education ☐ Addition of Satellite Program	Yes	The IVC Paramedic Program Is still accredited by CAAHEP. The group welcomed the New Interim Dean Efrain Silva. A new Dean will be hired January of 2021.	A Progress report is due 3/15/21 on previous citations Holt also states a progress report will be due regarding the 69.2% Retention threshold.		
10.	Other Identified Strengths	Yes	Full Internship is a strength.- many programs had to simulate everything. Feel lucky to get 45 hours of hospital time for each student.	The qualified preceptor issue was much better this cohort.		
11.	Other Identified Opportunities	Yes	A new Cardiac Cath lab is opening soon in Imperial County	The program has been attending meeting s about the lab. Paramedic students may be able to do a "Cath Lab" day when it is up and running. And No COVID-19.		
12.	Other Identified Threats	Yes	The cohorts have been small.			
13.	Other Identified Weaknesses	Yes	Students and Staff still needs practice and training on how to properly use and manage the FISDAP Tracking device.	Holt is considering going back to paper documentation since classes are so small.		

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			Students still need to have access to a LAB/Tutor especially now with more simulations needed. Staff need practice and training on High fidelity equipment and how to incorporate the new Ambulance simulator	The Ambulance simulator and some High Fidelity equipment is grossly underutilized.		
14.	Action Plan for Improvement	Yes	Faculty training and development. Figure out fisdap or get rid of it. More advertising on social media	\$9000 of grant money has been procured for faculty development/training.		
15.	Other Business	Yes	Steve Holt attended a CoAEMSP course last month. Long overdue. Steve Holt stated that the IVC EMS program would like to change its AHA status from Training Center for the entire region to simply AHA training site. There is too much volunteer responsibility to general public and private business to help with AHA issues. It is putting a burden on Paramedic program Director and staff secretary.	Attend more of these workshops. The committee voted to support IVC changing from Training Site to Training Center.		
16.	Next Meeting(s)	Yes	Summer of 2021 tentatively			
17.	Adjourn	Yes	Robert Amparano motion 2 nd by Mike York.	Meeting adjourned		

Minutes prepared by Steve Holt

Date 12/12/20

Minutes approved by Chris Herring (Committee will review next meeting)

Date 1/12/21