



Credible education
through accreditation

Las Positas College Advisory Committee Meeting Minutes

SPONSOR / INSTITUTION NAME:	Las Positas College		
CoAEMSP PROGRAM NUMBER:	600524	DATE, TIME, + LOCATION OF MEETING:	May 17, 2018, 5:00pm, FST classroom, Bldg 600
CHAIR OF THE ADVISORY COMMITTEE:	Note to Program: As a best practice, programs should appoint someone other than the Program Director to serve as the Advisory Committee Chair. The Advisory Committee is <i>advising</i> the program.		

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>			
Employer(s) of Graduates Representative	Jeff Delmar	x	Paramedics Plus
Key Governmental Official(s)	John McPartland	x	BART Board of Directors (on phone)
	Krieg Harmon	x	Alameda County LEMSA
Police and Fire Services	Jodee Ayers	x	Livermore/Pleasanton Fire Department
	Joe Testa	x	Livermore/Pleasanton Fire Department
	Chris Eberle	x	San Ramon Fire Protection District
Public Member(s)	Shemeka Marty	x	Dublin Rotary Club
Hospital / Clinical Representative(s)	Donna Koon Mary K. Dunn	x	Stanford ValleyCare Medical System
Other	Neal Ely	x	Dean Emeritus
	Vicki Shipman		Las Positas College
	Ron Johansen	x	Las Positas College
	Jean O’Neil-Opipari	x	Las Positas College
Faculty <i>ex officio, non-voting member,</i>	Jane Moorhead	x	Adjunct Faculty
Sponsor Administration, <i>ex officio, non-voting member</i>	Nan Ho	x	Dean MSEPS – Las Positas College
	Don Carlson		Dean CATSS – Las Positas College

Current Student	Alyssa Freels MacKenzie Whitton	x	
Graduate	Talat Mirmalek		
Program Director <i>ex officio, non-voting member</i>	Sebastian Wong	x	Las Positas College
Medical Director <i>ex officio, non-voting member</i>	Gene Hern MD		Alameda County Medical Center

	Agenda Item	Acted	Discussion	Action Required	Lead	Goal Date
1.	Call to Order	5:09pm			Sebastian Wong	
2.	Review and Approval of Meeting Minutes			Approval of Prior Meeting Minutes Neal Ely moves to approve; Jane Moorhead seconds the motion. November 17, 2018 Advisory meeting minutes approved unanimously.	Neal Ely Jane Moorhead	
3.	Program Goals & Learning Objectives [CAAHEP Standard II.C. Minimum Expectation] <input type="checkbox"/> 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.” <input type="checkbox"/> Establish / review any additional program goals ¹		Program Goals & Learning Objectives No questions		Sebastian Wong	
4.	Review and endorse the program’s required minimum numbers of patient/skill contacts for each of the required patients and conditions [CAAHEP Standard III.C.2. Curriculum]					

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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	<input type="checkbox"/> Appendix G: Student Minimum Competency Matrix (<i>effective July 1, 2019</i>)					
5.	Annual Report and Outcomes [CAAHEP Standard IV.B. Outcomes] <ul style="list-style-type: none"> <input type="checkbox"/> Graduate Surveys <input type="checkbox"/> Employer Surveys <input type="checkbox"/> Resources Assessment Matrix <input type="checkbox"/> Thresholds/Outcomes 		Annual Report and Outcomes Sebastian Wong reported that currently LPC has lost 1 out of 26 students. The remaining 25 students are expected to pass testing (70% is an excessive attrition rate, 30% is acceptable)		Sebastian Wong	
6.	Other Assessment Results [CAAHEP Standard III.D. Resource Assessment] <ul style="list-style-type: none"> <input type="checkbox"/> Long-Range Planning <input type="checkbox"/> Student <input type="checkbox"/> Faculty <input type="checkbox"/> Program <input type="checkbox"/> Other 		Other Assessment Results			
7.	Discuss challenges to the effectiveness of clinical and capstone field internship <i>This may include the impediments to attaining or retaining affiliates</i>		The students will be entering clinical internships May 29 at Kaiser, Sutter, Eden, Stanford Valley Care, 2 X 12 hour shifts in OR at Kaiser Vallejo, 248 to 272 clinical hours. If they are at the trauma center, those hours count. Kaiser Oakland, Kaiser Vallejo, Stanford Valley Care must do trauma hours at Highland. Need to reach out to Kaiser San Leandro, Kaiser Richmond, Kaiser Walnut Creek and Sutter for training Also reach out to Kaiser Antioch Alta Bates, John Muir, and San Ramon Valley Medical Center do not take students Kaiser Modesto is not taking students		Sebastian Wong Neal Ely Sebastian Wong Jane Moorhead	

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			<p>San Joaquin Med. Ctr. works exclusively with another program Title 22 – trying to get everyone placed by June 1, at the end of clinicals students take the AMLS class</p> <p>Change in Chiefs Association to help place students</p> <p>They have no influence</p> <p>Problem finding nurse preceptors, at Valley Care all preceptors are volunteers</p> <p>SF Community College hires nurses as adjunct professors for \$95/hour</p> <p>If we add Modesto, San Leandro, Fremont (Kaiser) we should have no problem placing students</p>		<p>Ron Johansen</p> <p>Sebastian Wong</p> <p>Donna Koon</p> <p>Sebastian Wong</p> <p>Jane Moorhead</p>	
8.	<p>Program Changes <i>(possible changes)</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Course changes <input type="checkbox"/> Preceptor changes <input type="checkbox"/> Clinical and field <input type="checkbox"/> Curriculum <ul style="list-style-type: none"> o Content o Sequencing 		<p>Program Changes Employee/Grad surveys not required until May, 2019 – can report out in December Public Safety (PS) Training Facility MIG is the company collecting stakeholder input. The PS Facility requests: 3-4 simulators per classroom, conference room, faculty offices, FST wants a tower with 7 stories above ground and one below ground. AJ; efficient as possible, shared space, parking for police car, ambulance and fire apparatus.</p> <p>Other Program Updates 11 students enrolled so far for the Fall Paramedic program. Expecting</p>		Sebastian Wong	

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			about 30 people for tomorrows orientation Seb and students to address the Board of Trustees in May (Alyssa) Enjoys being in the field; experience in the ambulance; simulators Excited about this cohort		Alyssa Freels Jane Moorhead	
9.	Substantive Change (<i>possible changes</i>) [CAAHEP Standard V.E. Substantive Change] <input type="checkbox"/> Program Status <input type="checkbox"/> Sponsorship <input type="checkbox"/> Sponsor Administrator Personnel <input type="checkbox"/> Program Personnel <input type="checkbox"/> Addition of Distance Education <input type="checkbox"/> Addition of Satellite Program		No substantive changes to the Paramedic Program, the EMT program has had curriculum change (stackable programs) Now need to show completion of degrees or certification for funding. 20% of apportionment for completion, 20% for underserved population. EMR certification, CPR (70B), finish program , may sit for the test (Many agencies require Paramedic) Change in Administrator as of July1, 2018 program to move from MSEPS (Nan Ho, Dean) to CATTSS (Don Carlson, Dean), will maintain relationship with Biology and anatomy		Sebastian Wong	
10.	Other Identified Strengths		Other Identified Strengths Have a great cadre of experienced instructors. Looking at externship with Fire Service to get experienced as first responder (160 to 200 hours) Next class will have an adequate number of students and clinical placement spots		Sebastian Wong	
11.	Other Identified Opportunities		Paramedics having trouble		Jane Moorhead	

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			maintaining staffing on rigs Would like to help document students experience for placement in internships		Alyssa Freels	
12.	Other Identified Threats		Students who come back for remediation cost time and money. There is no transport experience in remediation		Jane Moorhead	
13.	Other Identified Weaknesses		Other Identified Weaknesses			
14.	Action Plan for Improvement		Action Plan for Improvement EMR recognized by Cal Fire (if they administer program), EMS 30 + EMS 70B, only receive a CPR card if you take 70B EMT program learning objective, to defuse assault and violence Defusing assaultive behavior is a 4 hour class required by the hospital EMT certification = EMS 20 + Bio 50+ medical terminology; good candidate for ER tech, community ed may offer phlebotomy or the course is offered through a private program Any course at LPC must go through the curriculum process to be in the catalog ; community ed requirement for a class is create a class, get an instructor, hold the class (class is non-credit);		Ron Johansen Donna Koon Sebastian Wong Nan Ho	

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			<p>community ed is used for CPR and ACLS May want to develop classes through the curriculum process so that students can get credit.</p> <p>Need additional Paramedic internship placements, problem with unaffiliated students Want to take unaffiliated students on a path to employment</p>		Jane Moorhead	
15.	Other Business		Other Business			
16.	Recommendations from the Advisory Board		<p>Recommendations from the Advisory Board Recommendation: Establish user group to help establish need for an audio/visual component to help student performance and additional AV recording ability to evaluate students; recording would go to a faculty committee for review of student performance. Students would then be able to understand their errors</p> <p>Evaluation of students must be objective so that economically disadvantaged students can compete at the same level, non-discriminatory</p> <p>If it is not a violation of Ed Code can work experience be added as a prerequisite? It was decided with previous Dean that work experience was not in</p>		<p>Nan Ho Neal Ely Ron Johansen</p> <p>Sebastian Wong</p> <p>Jane Moorhead Sebastian Wong Neal Ely Ron Johansen</p>	

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			<p>parallel with the mission of LPC Work Experience needs to be revisited as a supplemental requirement to make sure new grads are prepared to be out in the field. Many preceptors will not take students with no EMT experience</p> <p>Ambulance companies offer per diem or part time positions to allow students to get experience with their complex schedules</p> <p>Study compared EMT with and without work experience and found that there was no difference in success</p> <p>College funding tied to completion rate. LPC's goal is for students to complete program and get a job</p>	<p>Recommendation that the college revisit work experience</p> <ol style="list-style-type: none"> 1. Neal Ely 2. Alyssa Freels <p>Approved unanimously</p>	<p>Ron Johansen</p> <p>Sebastian Wong</p> <p>Jane Moorhead</p>	
17.	Next Meeting(s)TBA					
18.	Adjourn		Adjourned at 6:23		Sebastian Wong Neal Ely	

Minutes prepared by Jean O'Neil-Opipari Date 10.26.2018

Minutes approved by _____ Date _____