

Date: 2/17-18 Call to Order: 2/17 8:39 Adjourn:	Chair: Heather Koponen Vice Chair: Dan Thomas Recorded by: Brenda Bowie	Minutes Reviewed: December 9, 2011 Motion to Accept: John Everson Motion Seconded: John Pearson Motion: Passed	
Attending: Heather Koponen, Herman Geffe, Cheryl DeBose, Linda Curda, Sharon Peabody, Grace Ng , Kathy Tebbits, Beverly Davis, Dan Thomas, John Everson, Barbara Collins, Sue Steward, John Pearson, Torie Heart, Brenda Bowie- Telephonic attendance			
AGENDA ITEM	DESCRIPTION	DISCUSSION/CONCLUSION	RECOMMENDED ACTION
CHAP Directors Report		Multiple ARC members in attendance- CHAP directors doing strategic planning- aiming to follow Tribal leaders. Our objectives need to be held to timelines with streamline and measurable success. ARC agenda will be on collaborative priorities. Routine reports will be shared electronically between meetings. CHAP director will direct issues to be addressed. Issues should be sent to Tori Heart to be sent to CHAP Directors. Priorities- Clinical updates need to be developed, Re-entry curriculum, CHAM, Distance Learning, Bringing ARC bylaws in alignment with CHAP director by-laws. New process- issues need to be brought to individual CHAP Director who will then bring their issue to CHAP Directors where it will be decided if it is appropriate to ARC. May meeting CHAP directors will create the priorities.	Heather will bring a report of our meeting to CHAP directors at the immediate conclusion of each ARC meeting to obtain direction for the subsequent meeting.
Agenda Revised Minutes	Essential Doc distribution	How do new ARC members get copies of all the essential documents of ARC. Most are on the web site. Proposal to make an essential document list given to new members to look up their own documents on the web site.	Accepted Sharon Seconded Linda Curda

CHAP Report			
Dental	Torie Heart	Dentist want to have health aides continued to be trained to do the procedures in the village because there are times that they do that. They found the information helpful but recommended no change in curriculum.	Noted
E-CHAM	Torie Heart	Looking for a project manager- 2 candidates now. CHAP directors interviewing. Sharon ? from Chugachamuit will be steering committee director. 2 year time line. Question of how much content revision will be done versus creating electronic document. CHAP directors want recurring funding for updates.	Noted
Website	Torie Heart	Requesting people to look at website and note changes and issues with using the website.	Noted
ANTHC Presessions	Presessions	Offered twice a year. CHAP directors looked at how many people should be in session. CHAP directors want a dialup pre-session available.	Noted
Data Collection	Carol Odinzoff	Data is being collected from regional centers regarding staffing, salaries 2006-2009. Data will be shared with "whoever wants it". Raw data.	Noted
Distance Education	Torie Heart	Strategic planning being done on distance education and increasing access.	Noted
Certification Board/RAC Standard revisions	Torie Heart	CHAP directors recommended a consultant to improve	Noted
CHAP Forum	Torie Heart	Being developed, Changing Hotel contracts next year, Registration soon	Noted

Distance Learning Report	Dorothy Hight	<p>DLN- Dorothy and Saeng Yabut presented video on distance learning network. See attached handouts. Objective to identify the role of distance learning, introduction of 2011 schedule. Attach schedule Dorothy Submitted survey to all ARC members- Linda recommended survey should be sent to CHAP directors as well. Dorothy concerned that CHAP directors want an asynchronous Pre-session but hasn't had direct edict to do this- Torie forwarded this from CHAP Directors</p>	<p>Working group will be developed to guide distance continuing education. Recommendation of all interested parties to contact CHAP Director then Dorothy</p>
EMS Report	Jean Rounds- Riley	<p>Met in Juneau with EMS committee in January. Nothing new with EMS agenda for future in state. List serve address. State EMS has made acting director the permanent director-??? Credentialing person is working on EMT-1's. They had 1 month extension. Regulation changes: Compared ETT, EMT 1-III and how it fits in Alaska. Reality- is there are 4 levels of EMT some organizations are looking for expansion of role. ETT- unchanged, will remain out of state program EMT-I – changes questioning of blind insertion of advanced airway. Not in basic level nationally so still being debated for Alaska EMT II- IV and C-Pap- main additional skill. EMT III- Adding shocking fatal arrhythmia's and a few drugs EMT IV- adding endotracheal intubation, increased ACLS, Foley, Will be coming out for public comment at which time we will be notified to let the state know how changes will affect our communities.</p>	

EMS cont		<p>CME- distance delivery subcommittee is looking at how distance delivery is being done in other states Distance didactic EMT- 1 being developed. All are being brought in for skills training. Nov 9-12 next meeting. Electing new board. See Attached Report</p>	Noted
Basic Training Application	Heather Koponen	<p>Form reviewed, multiple questions on how much information is necessary from TABE testing. Immunization record changed,</p>	<p>Accept basic training application no change to TABE line as revised today in this discussion. Motion: John Everson Second- Cheryl DeBose Passed</p>
Process for Curriculum and CHAM revision	Dan Thomas	<p>Process reviewed but lot of questioning around what ARC can decide without CD approval. Curriculum and CHAM revision should be linked ARC/CHAM workgroup- will we tackle CHAM revision. Discussion- we are a competency based education system; we need to provide better clarification to AACHAPD as to how that is being incorporated in to basic training now.</p>	<p>Dan will revise and we will review next meeting</p>

<p>PSLN's</p> <p>Medical Math Checklist</p> <p>2/18/2011</p> <p>Training Center summary</p> <p>Training center work group review</p>	<p>Linda Curda</p> <p>Sharon Peabody</p> <p>Dan Thomas</p> <p>Dan Thomas</p>	<p>Review of comments from last two Convocation, Post-session field follow up.</p> <p>Attach revised policy</p> <p>Unit 24A (Regarding the EPI Pen) Curriculum recommended for acceptance</p> <p>Unit 11 3A, Circ – Using Heart Sounds recognize presence of heart murmur grade III or louder. Recommended as level II in Session II and level III in Session IV and added extra sounds in wording. Needs approval from Bethel before accepted by ARC</p> <p>What is the expiration date of a session completion. There is none at present. What happens to an aide that doesn't proceed? Do they start over? Would like to send to CHAP directors for permission to create a document to proceed.</p> <p>Dawyn Sawyer produced a list of standing orders that aren't in the curriculum at all or are only taught to level II in the curriculum. Would like to make this a priority.</p>	<p>Recommended a sub-committee to review the PSLN tool: Phyllis Farrell, Dawyn Sawyer of NSHC will review- will present next meeting.</p> <p>Move to accept changes. Cheryl DeBose moved to approve EPI Pen being added to the curriculum. Second by Sharon Peabody Passed</p> <p>Await preliminary – approval from Bethel</p> <p>John will write progression draft and bring to next meeting.</p>
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