

Vermont Emergency Medical Services Education Council & Advisory Committee

Meeting Minutes

Education Council

Date: April 15, 2026

Location: Waterbury State Office Complex, Waterbury (VT), & Microsoft Teams

Meeting Called to Order: 1:02 PM by Drew Hazelton

Rollcall

Representative	Attendance	Representative	Attendance
District 1		District 2	
Kathy Jochim	Present	Adam Heuslein	Present
		Samantha Atwood	
District 3		District 4	
Leslie Lindquist	Present	Scott Brinkman	
Becky Aley		Corey Boisvert	
District 5		District 6	
Michael Wright	Present	Joe Aldsworth	
		David Danforth	Present
District 7		District 8	
Charlene Phelps		Matt Parrish	Present
Kate Rothwell	Present	Charles Piso	Present
District 9		District 10	
Rod Kenyon	Present	Michael Tarbell	Present
		Jim Finger	
District 11		District 12	
Ben Whalen	Present	Bill Camarda	Present
		Bobby Maynard	
District 13		VAA	
Eric Wilson	Present	Drew Hazelton	Present
IREMS		PFFV	
Pat Malone		Marc Hachey	Present Y Y
Chris LaMonda	Present	Billy Fritz	Present
VCFC		VSFA	
Aaron Collette	Present	Richard Bowman	Present
Michael Randzio		Will Elwell	Present
VAHHS		VLCT	
Liz Couto		Lee Krohn	Present
VDH			
Will Moran	Present		
Chelsea Dubie	Present		

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Non-members in attendance: Courtney Newman, Ray Walker, Dan Wolfson, Dan Berkman, Tyler Boucher, Dan Wolfson, Matthew Weisman, Kevin Argentieri, Asher Clark, Ben Whalen, Bill Adams, Robert Grant, Aly Sanchez

Meeting Minutes Review & Approval

The minutes from the March 18th, 2026, meeting were previously distributed to the committee:

- Motion to approve the March 18th, 2026, meeting minutes David Danforth and seconded by Matt Parrish
- No further discussion
- Motion carried unanimously

Opening Remarks

The meeting was called to order by the committee chair who outlined expectations for the meeting. Members were reminded that significant work had already been completed within assigned workgroups and that the purpose of this meeting was to review, discuss briefly, and vote on proposed consent items—not to revisit or have extensive discussions already conducted in the workgroups. Emphasis was placed on maintaining efficiency, respecting the time invested by workgroups, and continuing to build toward a comprehensive system plan. If committee members demonstrate an unwillingness to trust the product of the workgroup, members would be required to attend eight-hour meetings scheduled by the chair. It was reiterated that all proposals presented represent “minimum viable products” intended to evolve over time through future refinement.

Overview of Process and Documentation

The facilitator reviewed the structure and handling of consent items, noting that:

- Draft documents are stored in a shared repository and categorized as “consent item drafts.”
- Approved items will be moved to a finalized folder in PDF format to prevent further edits.
- Items requiring revision will be returned to their respective workgroups.
- A roadmap will track progress and revisions across all consent items.
- Voting on items will formally close discussion unless revisions are requested.

Challenges related to aligning language across multiple workgroups were acknowledged, and members were asked for flexibility as inconsistencies are identified and corrected.

Consent Item: Governance #1 – Vermont Board of EMS (VBEMS)

Motion: To approve Governance Consent Item #1 (Revision A) made by David Danforth and seconded by Charles Piso

Summary of Proposal

The committee reviewed a proposal recommending the establishment of the Vermont Board of EMS (VBEMS) as the future governing body to replace EMSAC. The proposed structure includes:

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- 21 voting members:
 - 13 geographically representative members (based on existing districts)
 - 8 stakeholder representatives (aligned with current statutory groups)
- Standing subcommittees:
 - Governance
 - Operations
 - Healthcare Integration
 - Education & Workforce Development
 - Clinical Practice
 - Finance
- Executive Committee composed of leadership and subcommittee chairs
- A self-perpetuating membership model, where the board nominates and approves future members
- Participation of non-voting subject matter experts as needed

The board is intended to work in coordination with the state EMS office and support long-term system planning, including a five-year strategic plan and legislative reporting.

Discussion Highlights

- Nomination Process: Members raised concerns about clarity regarding how stakeholder representatives would be selected. It was emphasized that nominations should originate from stakeholder organizations rather than the board itself. Agreement was reached to clarify this language in future revisions.
- Stakeholder Representation: Questions were raised about the inclusion and balance of stakeholder groups. It was noted that the current list reflects statutory requirements and may be revisited in future iterations.
- Timing of Materials: Multiple members expressed concern about receiving documents shortly before the meeting, limiting their ability to consult with their respective constituencies.
- Transparency and Access: Requests were made to provide access to workgroup notes or summaries to better understand how recommendations were developed.
- Process Concerns: Broader discussion emerged, consensus on a need for a more defined process for reviewing and approving workgroup outputs.

Leadership emphasized the importance of maintaining momentum and trusting the workgroups to bring forward well-developed recommendations.

A roll call vote was conducted.

Result: Motion passed

Representative	Vote	Representative	Vote
District 1		District 2	
Kathy Jochim	Y	Adam Heuslein	Y
		Samantha Atwood	
District 3		District 4	

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Leslie Lindquist	Y	Scott Brinkman	
Becky Alemy		Corey Boisvert	
District 5		District 6	
Michael Wright	Y	Joe Aldsworth	
		David Danforth	Y
District 7		District 8	
Charlene Phelps		Matt Parrish	Y
Kate Rothwell	Y	Charles Piso	
District 9		District 10	
Rod Kenyon	Y	Michael Tarbell	Y
		Jim Finger	
District 11		District 12	
Ben Whalen	Y	Bill Camarda	Y
		Bobby Maynard	
District 13		VAA	
Eric Wilson	Y	Drew Hazelton	Y
IREMS		PFFV	
Pat Malone		Marc Hachey	Y
Chris LaMonda	Y	Billy Fritz	
VCFC		VSFA	
Aaron Collette	Y	Richard Bowman	Y
Michael Randzio		Will Elwell	
VAHHS		VLCT	
Liz Couto		Lee Krohn	Y
VDH			
Will Moran	Abstain		
Chelsea Dubie			

Consent Item: Governance #2 – Elevation of EMS Office to Division

Motion: To approve Governance Consent Item #2 made by David Danforth and seconded by Matt Parish

The committee reviewed a proposal to elevate the Vermont EMS Office to a division within the Vermont Department of Health. The proposed structure includes:

- A Division Director of EMS
- Support roles (legal, public information, administrative)
- Three primary sections:
 - Operations (licensing, investigations, system planning)
 - Administration (education, data systems, program oversight)
 - State Medical Advisory Section (clinical guidance and protocol support)

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The goal is to better align EMS system oversight with its operational scale and complexity, and to strengthen system coordination and accountability.

Discussion Highlights

- Terminology Updates: Members noted recent changes in department naming and recommended corrections to reflect current terminology.
- Medical Director Role: Clarification was suggested regarding the title “State Medical Advisor” vs. “State Medical Director.”
- Financial Considerations: Concerns were raised about the cost of additional positions and the feasibility within current fiscal constraints.
- Organizational Context: Representatives from the Department of Health highlighted improved collaboration and communication with EMS leadership in recent years.
- Strategic Justification: Workgroup members emphasized that EMS has grown significantly in scope and requires expanded resources and structural support to meet current and future demands.

A roll call vote was conducted.

Result: Motion passed

Representative	Vote	Representative	Vote
District 1		District 2	
Kathy Jochim	Y	Adam Heuslein	Y
		Samantha Atwood	
District 3		District 4	
Leslie Lindquist	Y	Scott Brinkman	
Becky Alemy		Corey Boisvert	
District 5		District 6	
Michael Wright	Y	Joe Aldsworth	
		David Danforth	Y
District 7		District 8	
Charlene Phelps		Matt Parrish	Y
Kate Rothwell	Y	Charles Piso	
District 9		District 10	
Rod Kenyon	Y	Michael Tarbell	Y
		Jim Finger	
District 11		District 12	
Ben Whalen	Y	Bill Camarda	Y
		Bobby Maynard	
District 13		VAA	
Eric Wilson	Y	Drew Hazelton	Y
IREMS		PFFV	
Pat Malone		Marc Hachey	Y
Chris LaMonda	Y	Billy Fritz	

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VCFC		VSFA	
Aaron Collette	Y	Richard Bowman	Y
Michael Randzio		Will Elwell	
VAHHS		VLCT	
Liz Couto		Lee Krohn	Y
VDH			
Will Moran	Abstain		
Chelsea Dubie			

Education Consent Items (Grouped Review)

Improve efficiency, the committee reviewed multiple education-related consent items together, with the option to separate for discussion if needed.

Education #1 – Standardized Definitions

Adoption of consistent definitions for key terms including:

- Education
- Certification
- Licensure
- Endorsement
- Credentialing
- Accreditation
- Training

These definitions are intended to standardize language across all EMS system planning and policy development.

Education #2 – Agency Training Officer

- Requires all EMS agencies to designate a qualified Agency Training Officer (ATO)
- The ATO will oversee training coordination, skills verification, and compliance with state education requirements
- Additional qualifications and oversight details will be developed in future phases

Education #3 – Education Entity Model

- Establishes a framework where EMS agencies can become endorsed “education entities”
- Shifts responsibility for education delivery from individual instructors to agency-based systems
- Allows agencies to provide initial and continuing education based on endorsement level
- Replaces the traditional instructor-coordinator model

Discussion

Due to several points requiring clarification in the document language, and insufficient time to review the proposals prior to today’s meeting, committee members agreed to delay a vote on these consent items.

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Motion: A motion was made by Adam Hueslin and seconded by Will Moran to return all three consent items to the Education workgroup.

Result: Motion passed without objection.

Process Improvement Discussion

Following debate on earlier items, the committee acknowledged the need to improve meeting efficiency and document review processes. Key points included:

- Providing draft materials at least 48 hours in advance when possible
- Sharing workgroup summaries in read-only (PDF) format
- Allowing members to submit questions in advance of meetings
- Establishing clearer expectations for how and when feedback should be provided

Leadership committed to refining the process for future meetings to avoid prolonged debate and ensure productive use of time.

Adjournment

- Motion to adjourn unanimously approved.
- Meeting adjourned at 3:21 PM