

# Vermont Emergency Medical Services Education Council & Advisory Committee

## Meeting Minutes

### Education Council

**Date:** February 4, 2026

**Location:** Waterbury Ambulance Service, Waterbury (VT), & Microsoft Teams

**Meeting Called to Order:** 12:30 PM by Pat Malone

### Rollcall

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

# Vermont Emergency Medical Services Education Council & Advisory Committee

**Non-members in attendance:** Courtney Newman, Donna Jacob, Ray Walker, Dan Wolfson, Liam Knight

## **Education Council Structure**

The Committee first convened as the Education Council to discuss its structure and membership. The Chair clarified that, procedurally, only members of the EMS Advisory Committee may serve as official members of the Education Council.

The Chair introduced the question of whether the Education Council should be formally established as a named subgroup or workgroup of the Advisory Committee, composed of a defined group of members, or whether it should remain open to all members on an ongoing basis.

Multiple members expressed support for establishing a formal subgroup consisting of individuals with experience and interest in EMS education. Discussion emphasized the value of having a core group with educational expertise to ensure focused, consistent work, particularly given the anticipated workload in the coming year.

Members noted that the Education Council has previously functioned effectively as a vetting and advisory body for education-related initiatives, including curriculum and competency recommendations. It was emphasized that the Council should serve as a resource to the EMS Training Administrator, providing informed input and endorsements prior to forwarding recommendations to the full Advisory Committee.

Additional discussion highlighted the importance of including members with diverse perspectives, such as instructors, administrators, and operational leaders, including those with experience in budgeting and service management. The potential future appointment of a Chair and Vice Chair for the Education Council was identified as a topic for later consideration.

## **Consensus:**

While no formal action was taken, the members present expressed consensus support for recommending that the Advisory Committee formally establish an Education Council subgroup with defined membership, while continuing to allow broader participation as appropriate.

## **Education Council Next Steps**

The Chair outlined proposed next steps, including:

- Reporting the consensus recommendation to the full Advisory Committee.
- Soliciting interest from Advisory Committee members and alternates to serve on the Education Council.
- Considering inclusion of senior instructors and other experienced stakeholders.
- Identifying an appropriate number of members (approximately six to eight).
- Aligning Education Council meetings with the regular monthly Advisory Committee meeting schedule, with adjustments as needed.

**Vermont Emergency Medical Services  
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- The Education Council will meet on the third Wednesday of the month, and for 30 minutes prior to the EMS Advisory Committee meeting. One exception being the council will meet on March 6<sup>th</sup>, at the EMS Conference.

**Adjournment**

- Motion to adjourn unanimously approved.
- Meeting adjourned at 1:30 PM

## Vermont Emergency Medical Services Education Council & Advisory Committee

### EMS Advisory Committee

**Date:** February 4, 2026

**Location:** Waterbury Ambulance Service, Waterbury (VT), & Microsoft Teams

**Meeting Called to Order:** 1:30 PM by Drew Hazelton

### Rollcall

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

**Non-members in attendance:** Courtney Newman, Donna Jacob, Olivia Coe, Ray Walker, Connor Dunn

# Vermont Emergency Medical Services Education Council & Advisory Committee

## **Introduction**

The Vermont State Firefighters Association identified Richard Bowman and Will Elwell as their representatives to the committee.

## **Meeting Minutes Review & Approval**

The minutes from January 21<sup>st</sup>, 2026, meeting were previously distributed to the committee.

- Motion to approve the January 21<sup>st</sup> meeting minutes by Aaron Collette and seconded by Bill Camarda
- Friendly amendment by Malone to include the UVM Students who were in attendance as well as Mr. Elwell
- Amendment accepted; no further discussion.
- Motion carried

## **Equipment Purchase**

An update regarding the purchase of new meeting equipment to improve audio quality. The equipment has been procured and is expected to be operational by the next meeting.

## **Five-Year Statewide EMS Plan**

The Chair reviewed statutory requirements directing the Committee to develop and maintain a five-year statewide EMS plan, including goals, timelines, performance standards, cost data, governance recommendations, workforce considerations, system integration, and annual reporting.

Members discussed the scope and complexity of the task, noting the compressed timeline and the need for structured, disciplined work.

## **Work Plan and Subgroup Structure Discussion**

The Committee discussed the need to divide the work among focused subgroups and to retain external support, such as a project manager or contractor, to assist with coordination, documentation, and technical expertise.

Key discussion points included:

- Establishing clear guardrails and expectations for subgroup work.
- Trusting subgroup outputs to avoid re-litigation of decisions.
- Phasing work throughout the year with defined deliverables.
- Ensuring representatives communicate progress to their constituencies.
- Managing public engagement requirements in compliance with statute.

## **Committee Schedule**

- February 18 – Middlebury EMS, 55 Collins Dr, Middlebury, VT 05753
  - 1 to 3 PM
  - Virtual - Microsoft Teams
- March – The monthly meeting will be held at the EMS Conference; the date and time will be finalized.

**Vermont Emergency Medical Services  
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**Adjournment**

Motion to adjourn unanimously approved.

Meeting adjourned at 4:00 PM