Vermont Emergency Medical Services Advisory Committee

Meeting Minutes

Date: September 16, 2026

Time: 1400 hrs – 1530 hrs

Location: Woodstock, VT & Microsoft Teams

Chair Drew Hazelton called the meeting to order at 1400 hrs.

Roll Call

Member / Entity	Status	Member / Entity	Status
District 1	Absent	District 12	Absent *(arrived late)*
District 2	Absent	District 13	Absent
District 3	Absent *(arrived late)*	VAA	Present
District 4	Absent	IREMS	Present
District 5	Absent	PFFV	Present
District 6	Present	VCFC	Present

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District 7	Present	VSFA	Present
District 8	Present	VAHHS	Present
District 9	Present	VLCT	Present
District 10	Present	VDH	Present
District 11	Absent *(arrived late)*		

(Note: District 3, District 11, and District 12 arrived following the initial roll call and participated in subsequent voice votes).

Also Present: Various members of the public.

Approval of Previous Meeting Minutes

The Committee considered the draft meeting minutes from September 2, 2026.

- **Motion:** David Danforth
- **Second:** Richard Bowman
- **Vote:** Unanimous. Motion carried.

Project Manager & Leadership Report

Leadership and project management provided project status updates:

- Technical writer Julia Sugg has received all 48 approved consent items and the June framework. She is actively consolidating these components into a unified narrative draft, targeted for initial Committee review in October.
- Project management is answering technical follow-up questions from the writer regarding the sequencing decisions made during the September 2nd timeline session.

OEMS Report

Dr. Rick Hildebrant provided departmental updates on behalf of the Vermont Department of Health / Office of EMS:

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- **Hiring Updates:** Finalists have been selected for the State Training Administrator position and the First Responder Comprehensive Addiction and Recovery (CARAR) position, with formal announcements pending HR onboarding. The candidate selected for State EMS Director accepted a position elsewhere, returning the search to the hiring committee to review remaining qualified applicants.
- **MIH Program & Grants:** Contract agreements are currently being drafted for two selected Mobile Integrated Health contractors. Year 2 NOFO grant funding is on schedule and expected to be released at an accelerated pace this fall.
- **Inspections & Licensing:** Statewide ambulance inspections concluded successfully, showing strong operational readiness across agencies. Biennial agency license renewals were submitted by late September and are undergoing Office review.

New Business

Draft EMSAC Bylaws Review

The Committee reviewed a proposed first draft of formal EMSAC bylaws intended to serve as an operational bridge until future statutory changes take effect:

- Discussion focused on establishing clear transition timelines and procedures (e.g., a 45-day or 90-day window) for stakeholder entities and districts to submit designated replacements and proxy appointments when vacancies occur.
- VDH legal counsel (Lauren) will conduct a formal statutory review of the draft.
- Members were directed to submit proposed amendments directly to project management via email, avoiding group email deliberation.

5-Year Strategic Timeline Review

Project management presented the finalized layout of the 5-Year Strategic Plan Timeline established at the September 2nd meeting:

- **Year 1:** Static resource tracking, MIH education recommendations and package submissions, Department of Labor partnership and liaison appointment, VDH public dashboard/career portals, nonprofit agency opt-in to state purchasing and retirement programs, Treat-No-Transport (TNT) reimbursement adjustments, mandatory written IFT agreements, voluntary continuity of operations task force ($150,000 funding request), and provider safety/co-response protections.
- **Year 2:** Availability of volunteer tuition credit exchanges and dependent voucher transfers, MIH agency endorsement requirements, statutory elevation of OEMS to Division status, modern educational technology standards (LMS/simulation), mandatory Agency Training Officers, and regulatory oversight for special prehospital activities.
- **Year 3:** Continuing education endorsements *(pulled from Year 2)*, statewide EMS operational plan adoption *(pulled from Year 2)*, Paramedic Practitioner educational and practice frameworks, sunsetting of the Instructor Coordinator (IC) model, addition of a Technical Education Specialist, conversion of an existing role to Compliance Officer, mandatory licensing for special activities agencies and providers, and regional consortium development grants.

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- **Years 4 & 5:** Medical Priority Dispatch System (MPDS) adoption, EMD certification mandates, call determinant mapping, and central MCI dispatch coordination through Williston/Westminster PSAPs (Year 4); System Status Management CAD integration (Year 5).

Public Engagement & Outreach Strategy

The Committee discussed strategies to communicate approved recommendations to EMS providers, municipal leadership, and the public prior to legislative presentation:

- **Informational Road Show:** Proposed a 5-stop statewide road show featuring a standardized presentation to ensure consistent messaging. To ensure Open Meeting Law compliance, each session will be warned as an informational EMSAC meeting where no formal business or action will be conducted.
- **Municipal Engagement:** Identified the upcoming Vermont League of Cities and Towns (VLCT) conference in South Burlington as an opportunity to engage municipal officials.
- **Ground Rules & Messaging:** The Committee emphasized that public sessions will focus on transparent information dissemination rather than reopening debate or conducting opinion polling. Handouts will feature a "who we are" committee roster outlining organizational representation and voting records.
- **Motion:** Direct the technical project manager and MSAC leadership team to develop a standardized presentation and delivery strategy for statewide informational town hall sessions.

Motion Made By: William Fritz
Second: Charles Piso

Vote: Unanimous. Motion carried.

Financial Impact Statements & Data Collection

The Committee reviewed the Financial Impact Statements (FIS) prepared by the Finance Work Group for all 48 consent items:

- Financial impacts are categorized across administrative, labor, and operational requirements. Items with net-zero state cost or costs bundled into broader initiatives (such as the Division elevation) were detailed.
- Members were asked to review the full FIS packet independently ahead of the October 14 meeting, where the package will be brought forward for formal adoption as a whole.
- **Treat-and-No-Transport (TNT) Data Call:** Project leadership issued an open request to EMS agencies for CY2025 non-transport call data (specifically where medical care was delivered on scene without subsequent transport) to calculate accurate fiscal impact estimates for commercial and Medicaid reimbursement.

Upcoming Meetings

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- **October 14, 2026:** Waterbury State Office Complex (Review Julia's first report draft and vote on Financial Impact Statements).
- **October 21, 2026:** Rutland, VT.

Adjournment

Motion: *Voice vote*
Vote: Unanimous. Motion carried.

The meeting adjourned at **1530 hours**.

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