

2006 Governor's Outstanding EMS Awards Selection Committee Minutes September 8, 2006

Committee Members Present: Chairperson Karen Wagner, Rob Logan, David Barrick, Kevin Dillard, Mike Player, Petra Menzel, Gary Critzer, Bob Ryalls, Jackie Carroll, Marianna Bedway and Frank Cheatham; and Office of EMS staff members Gary Brown, Beth Singer and Brianne Slattery

Chairperson Wagner called the meeting to order at 10:30 a.m.

- Introductions of the committee members took place since there were new members and new staff from the Office of EMS.
- Carl Wentzel was not present, but he sent his scoring grid with David Barrick, so his scores were counted.

Awards selection process

Each nominee was reviewed and scored by the members of the committee, and the award winners were selected based on highest score.

Recommendations for the 2007 State Level Awards Program:

The Selection Committee discussed the guidelines that were submitted last year, and reviewed the updated guidelines. Since the guidelines determined last year were not disseminated properly to the councils, no entries were excluded this year.

The attached Regional Council Submission Guidelines will be provided to the directors at the November 2006 Regional Council Director's meeting and will then be in effect for the 2007 award submission process. Nominations not meeting these established guidelines would not be considered for the state level awards program.

Outstanding Call Category

- A motion was made and properly seconded: To remove the Outstanding Call category from the Governor's Awards. The motion was carried unanimously.

Scholarship Category

- A discussion was had about the Scholarship selection process. A form will be created for the scholarship entries so that each nominee could be fairly judged. Rob Logan, Frank Cheatham and Brianne Slattery will work together to create a new form, which will provide needed criteria for the judging process. The form will then be sent to the committee via e-mail for review.
- Discussion on held on the 2005 scholarship winners. The winners were not clearly informed of the process to collect the scholarship funds. Rob Logan will assist OEMS to draft an explanation letter, which can be presented to the winner at the awards banquet.
- It was decided that if funds was left over from the awarded scholarship in the event the winner's tuition is less than \$5,000, and the school will not carry the

balance to be used towards future semesters, the remaining money could be given to the winner for the use of buying books or other school necessities.

New Business

- Mike Player and David Barrick will review the current criteria of each award category to see if any updates or changes are needed. They will then report their changes to the chair and Gary Brown via e-mail for review.

Next meeting: September 7, 2007.

Chairman Wagner adjourned the meeting at 12:30 p.m.

Governor's Outstanding EMS Awards

REGIONAL COUNCIL SUBMISSION GUIDELINES

The following guidelines were established by the Awards Committee, September 8, 2006, and will be in effect for the 2007 award submission process. Nominations not meeting these established guidelines will not be accepted for consideration at the state level award program.

1. Regional Councils are responsible for submitting a nominee packet for each category in which they have a regional award winner for.
2. The Regional Council may make 13 copies of each nominee packet and send them to OEMS. Each nominee packet must be stapled individually; OR, the Regional Council may submit one copy of each nominee packet and the Office of EMS will make the required copies (please do not staple the nominee packet if OEMS is making the copies).
3. Regional Councils must submit their nomination entries utilizing the stock nomination form provided by OEMS. The form must be filled out completely. Hand written nominations will not be accepted.
4. Regional Councils are required to include a submissions summary sheet, which includes the full name, address and award category of each nominee, along with their completed nomination packets. The summary sheet will help to assure that Office of EMS has received all of the nomination packets from the council and will assist in the creation of the grid for state level judging.
5. Regional Council entries must be delivered to an OEMS representative by the first Thursday in August. Submissions may be turned in the day of the August Regional Council Directors meeting.
6. No late submissions will be accepted.
7. Each nominee for the Governor's Awards should have a minimum of two letters of reference to support the nomination. Regional Councils are responsible for obtaining these if they are not included with the original regional award entry. No more than three attachments of commendation or newspaper/periodical articles and a brief resume may be attached to the nominee packet. If more than three attachments are included with the regional award entry, only the first three attachments will be considered at the state level. Videotapes, audiotapes or phone calls will not be accepted or considered by the awards committee.

8. The Regional Council must **review** the criteria for each award category to ensure that the nominee is placed in the correct category. Nominations will only be considered for the category in which they are submitted. **If a nomination is submitted in the wrong category or does not meet the criteria for the category in which it was submitted, that nomination will not be considered.**
9. **All submissions** must include a digital photo of **the nominee submitted**. The **regional council is responsible to see that a photo of the nominee is saved to a disc** and that it is included with the nominee packet when submitted to OEMS.

Any **nomination** not meeting **these submission requirements** will be disqualified and will not be considered by the Awards Selection Committee for the Governor's Awards.