



**STATE BOARD OF EMERGENCY MEDICAL, FIRE, AND TRANSPORTATION SERVICES  
DIVISION OF EMERGENCY MEDICAL SERVICES  
OHIO DEPARTMENT OF PUBLIC SAFETY**

**MEETING MINUTES  
October 17, 2018**

**~FINAL~**

**Board Meeting Date and Location:** Wednesday, October 17, 2018, at the Ohio Department of Public Safety, 1970 West Broad Street, Conference Room 1106, Columbus, Ohio.

**Board Members Present:** Thomas Allenstein, Kent Appelhans, Herb de la Porte, Geoff Dutton, Deanna Harris, Aaron Jennings, Susan Kearns, Mark Resanovich, Dr. Hamilton Schwartz, George Snyder, Dr. Steven Steinberg, Kevin Uhl, and Dudley Wright.

**Board Members Absent:** Karen Beavers, Beth Calcidise, Julie Rose, Dr. Thomas Tallman, Dr. Glen Tinkoff, and Jason Walsh.

**DPS and EMS Staff Members Present:** Jean Booze, Beverly Cooper, Dr. Carol Cunningham, Joel Demory, Dave Fiffick, Melvin House, Kris Miller, Rick Miller, Ellen Owens, Kris Patalita, LaNese Powell, Bryan Reardon, Joseph Stack, Rob Wagoner, Patrick Williams, and Michael Wise.

**Assistant Attorney General:** Trista M. Turley

**Public Present:** Diane Simon, LeeAnn Brooks, Dr. Cate Matisi, and Lidia Mowad

**EMFTS Board Meeting**

**Welcome and Introduction**

The meeting began at 10:13 a.m.

**Roll Call**

Mr. Thomas Allenstein (Chair)	Present	Ms. Julie Rose	Absent
Mr. Kent Appelhans	Present	Dr. Hamilton Schwartz	Present
Ms. Karen Beavers	Absent	Mr. George B. Snyder	Present
Ms. Beth Calcidise	Absent	Dr. Steven Steinberg	Present
Mr. Herb de la Porte	Present	Dr. Thomas Tallman	Absent
Mr. Geoff Dutton	Present	Dr. Glen Tinkoff	Absent
Ms. Deanna Harris	Present	Mr. Kevin Uhl	Present
Mr. Aaron Jennings	Present	Mr. Jason Walsh	Absent
Ms. Susan Kearns	Present	Mr. Dudley Wright II (V.Chair)	Present
Mr. Mark Resanovich	Present		

## **Open Forum**

Mr. Allenstein inquired if there were any guests who would like to address the Board in open forum. There were none.

## **Consent Agenda**

Mr. Allenstein requested a motion to approve the Consent Agenda items that were distributed prior to the meeting including the August 15, 2018 EMFTS Board meeting minutes, Certificates of Approval, Certificates of Accreditation, August 2018 90-day extension requests, September 2018 90-day extension requests, August 2018 EMS certifications, and September 2018 EMS certifications.

***ACTION: Motion to approve the Consent Agenda items that were distributed prior to the meeting including the August 15, 2018 EMFTS Board meeting minutes, Certificates of Approval, Certificates of Accreditation, August 2018 90-day extension requests, September 2018 90-day extension requests, August 2018 EMS certifications and September 2018 EMS certifications.***

Mr. de la Porte – First. Mr. Snyder – Second. None opposed. None abstained. Motion approved.

## **Summary Suspension and Report and Recommendations**

Mr. Allenstein introduced himself as the Chair of the State Board of Emergency Medical, Fire, and Transportation Services. The proceedings were called to order at 10:15 a.m. on October 17, 2018 at the Ohio Department of Public Safety, 1970 West Broad Street, Columbus, Ohio 43223.

## **Roll Call**

Mr. Thomas Allenstein (Chair)	Present	Ms. Julie Rose	Absent
Mr. Kent Appelhans	Present	Dr. Hamilton Schwartz	Present
Ms. Karen Beavers	Absent	Mr. George B. Snyder	Present
Ms. Beth Calcidise	Absent	Dr. Steven Steinberg	Present
Mr. Herb de la Porte	Present	Dr. Thomas Tallman	Absent
Mr. Geoff Dutton	Present	Dr. Glen Tinkoff	Absent
Ms. Deanna Harris	Present	Mr. Kevin Uhl	Present
Mr. Aaron Jennings	Present	Mr. Jason Walsh	Absent
Ms. Susan Kearns	Present	Mr. Dudley Wright II (V.Chair)	Present
Mr. Mark Resanovich	Present		

It was noted for the record that a majority of the members of the Board are present. The Board deliberated on one summary suspension and one report and recommendation:

## **Summary Suspensions**

- ***EMS Case No. 2018-623-E100, Bill L. Bitters, Certificate No. 141184***

## **Reports and Recommendations**

- ***EMS Case No. 2017-312-E100, Lee A. Brooks, Certificate No. 75510***

The respondent, Ms. Brooks, had filed objections to the report and recommendation in the aforementioned case. Mr. Allenstein recognized Assistant Attorney General Trista Turley for the purpose of providing a brief synopsis of each case and recommendations for disciplinary action.

### EMS Summary Suspension

- **EMS Case No. 2018-623-E100, Bill L. Bitters, Certificate No. 141184**

Mr. Bitters is a certified emergency medical technician and has, until recently, been actively working with a fire department. One of his squad captains contacted the Division recently to inform them that their department learned that Mr. Bitters was a registered Tier I sex offender. The Division opened an investigation and was able to confirm that that is indeed the case. They further learned from Court documentation that Mr. Bitters was convicted in 2010 in the Portage County Court of Common Pleas of the following: one count *Attempted Unlawful Sexual Conduct with a Minor*, a felony 4; one count of *Importuning*, a felony 5; two counts of *Gross Sexual Imposition*, a felony 4; two counts *Sexual Imposition*, misdemeanor 3; one count of *Contributing to the Unruliness or Delinquency of a Minor*, a misdemeanor 1; and one count *Furnishing Alcohol to Minors*, misdemeanor 1. He did not disclose these convictions as required on his 2014 and 2017 renewal applications. He served six months in prison and was required to register as a Tier I sex offender for 15 years. Law enforcement reports indicate that he engaged in sexual conduct with a 15-year-old female and solicited a 14-year-old to engage in sexual conduct as well. The Division believes that continued practice presents an immediate danger of public harm and requests a summary suspension.

### EMS Report and Recommendation

- **EMS Case No. 2017-312-E100, Lee A. Brooks, Certificate No. 75510**

Ms. Brooks was certificated as a paramedic. That certification is currently expired but the incidences in question happened prior to expiration. The Division received an anonymous complaint indicating that Ms. Brooks had been convicted of multiple criminal offenses. Ms. Brooks, upon being contacted by the Division, filled out a declarations of criminal history form. That form, and subsequently obtained court documentation, revealed that Brooks had criminal convictions in the Athens County Court of Common Pleas for the following offenses: *Attempted Disrupting of Public Services*, a felony 5, *Theft* a felony 5, and *Domestic Violence*, which will be discussed in more detail, initially reported as a felony 5 but may be a misdemeanor 1. The hearing officer completed a report and recommendation, based on the felony convictions, for a non-permanent revocation. Ms. Brooks filed a series of objections to the report and recommendation. One specifically alleges that she sent a document to the Assistant Attorney General's (AAG) office requesting that the same be forwarded to the hearing officer regarding the fact that her felony-level conviction for domestic violence was actually a misdemeanor. The AAG's office found no record of receiving this document; therefore, it was not forwarded to the hearing officer. There is no objection to the Board looking at and considering this document. Even if the domestic violence charge is a misdemeanor, there are two other felonies to consider and act on. If the Board chooses to only proceed on the *Theft* and *Attempted Disrupting of Public Services*, and not the *Domestic Violence* conviction, it was requested that the Board specify that in the final motion and final order so the record is clear. The recommendation is for revocation.

Mr. Allenstein inquired if Ms. Brooks or her attorney were present. Ms. Brooks addressed the Board regarding her case and requested that the Board reconsider her non-permanent revocation and consider instead a three-year suspension. Ms. Brooks went on to describe some specifics from the prior criminal offenses. Ms. Brooks explained that the crimes were committed while being

addicted to drugs. She further described the treatment and counseling she has sought. She stated that she is now in recovery and is helping others who battle drug addiction and mental health issues including speaking at conferences. She is currently attending Hocking College for addiction studies. She again requested the Board reconsider the revocation and instead issue a suspension of her certification so she can continue to help educate her community and continue her addiction studies at Hocking College.

Ms. Turley was given an opportunity to respond to Ms. Brooks and she declined. Mr. Dutton advised that he had a clarifying question. First, he clarified that the recommendation to the Board was for a revocation. That was affirmed. He then inquired as to the length of time after revocation of a certification before one could re-apply. One year was the response. He then clarified that Ms. Brooks was asking for a three-year suspension as opposed to a revocation. This was also affirmed.

### **EMS Goldmans**

These proceedings were held before the Board pursuant to Goldman v. State Medical Board of Ohio where the respondents did not properly request a hearing in the cases. The individuals named did not have the ability to present written or oral testimony; however, they may be present to hear the proceedings and outcome.

All Board members received the sworn affidavits and accompanying exhibits for the Goldman proceedings from the EMS investigators. The affidavits contained the evidence and testimony upon which was deliberated.

There were eight (8) adjudications. The proceedings were in the matters of:

- ***EMS Case No. 2016-94-BE100, Walter R. Lane, III, Certificate No. 110164***
- ***EMS Case No. 2016-152-E100, Robert E. Harden, Certificate No. 153835***
- ***EMS Case No. 2016-554-E300, Tammy L. Sparks, Certificate No. 124465***
- ***EMS Case No. 2016-624-E300, Joshua R. Ake, Certificate No. 140026***
- ***EMS Case No. 2016-649-E300, James B. Valentine, Certificate No. 164525***
- ***EMS Case No. 2016-659-E300, Andrew B. Hallman, Certificate No. 109065***
- ***EMS Case No. 2016-663-E300, Jeffrey H. Dorman, Certificate No. 152161***
- ***EMS Case No. 2016-705-E300, Colleen E. Meadows, Certificate No. 126030***

Mr. Allenstein recognized Assistant Attorney General Trista M. Turley for the purpose of providing a brief synopsis of each case and the recommendations for disciplinary action.

- ***EMS Case No. 2016-94-BE100, Walter R. Lane, III, Certificate No. 110164***
- Mr. Lane is a certified emergency medical technician. On or around August 17, 2016, he entered into a Consent Agreement with the Board regarding a conviction of Assault, a level 1 misdemeanor. For the Consent Agreement, Mr. Lane was to complete a BCI&I background check within 120 days of the effective date of the agreement and complete anger management class within 9 months of the effective date. Mr. Perkins failed to provide these requirements by the deadline and was given an extension by the Division for which he still has not provided documentation. The recommendation is for a non-permanent revocation of his certification.

- **EMS Case No. 2016-152-E100, Robert E. Harden, Certificate No. 153835**  
Mr. Harden is certified as an emergency medical technician. On or around June 15, 2016, he entered into a Consent Agreement with the Board regarding a conviction for *Child Endangering*, a first degree misdemeanor. As a condition of that agreement, Mr. Harden was to complete an anger management course within nine months of the effective date of the agreement. Mr. Harden failed to comply with this condition and was given an extended due date by the Division; however, he still did not submit documentation. He has not responded to attempts by the Division to contact him. The recommendation is for a non-permanent revocation of his certification.
- **EMS Case No. 2016-554-E300, Tammy L. Sparks, Certificate No. 124465**  
Ms. Sparks is certified as an emergency medical technician. On or around April 22, 2016, she filed a renewal application, attesting that she completed all continuing education requirements. On or around June 15, 2016, the Division conducted a random audit. No response was received regarding notice of the audit. A follow-up notice was sent by mail and was returned unclaimed. Contact was made with Ms. Sparks by the education section and, per Ms. Sparks' request, the audit notice was sent to her by email. An audit notice was sent again electronically after no response. She has not responded to multiple attempts by the Investigations Unit of the Division to contact her between November 8, 2016 and October 4, 2018. The recommendation is for a non-permanent revocation of her certification.
- **EMS Case No. 2016-624-E300, Joshua R. Ake, Certificate No. 140026**  
Mr. Ake is currently certified as an emergency medical technician. On or around April 2, 2016, he filed a renewal application, attesting that all continuing education requirements were completed. A random audit was initiated on or around July 15, 2016. There was no response to the initial or subsequent audit notifications. He has not responded to multiple attempts by Investigations to contact him. The recommendation is for a non-permanent revocation of his certification.
- **EMS Case No. 2016-649-E300, James B. Valentine, Certificate No. 164525**  
Mr. Valentine is a certified emergency medical technician. On or around August 8, 2016, he filed a renewal application, attesting that all continuing education requirements were completed. A random audit was initiated on or around September 16, 2016. There was no response to the initial or second request. He has not responded to multiple attempts by the Division to contact him. The recommendation is for a non-permanent revocation of his certification.
- **EMS Case No. 2016-659-E300, Andrew B. Hallman, Certificate No. 109065**  
Mr. Hallman is a certified paramedic. On July 20, 2016, he filed a renewal application, attesting that he completed all continuing education requirements. On September 16, 2016, the Division conducted a random audit. Mr. Hallman did not respond to the first or second audit letters. He has not responded to multiple attempts by the Division to contact him between December 23, 2016 and June 27, 2018. The recommendation is for a non-permanent revocation of his certification.

- **EMS Case No. 2016-663-E300, Jeffrey H. Dorman, Certificate No. 152161**  
Mr. Dorman is a certified paramedic. On or around July 31, 2016, he filed a renewal application, attesting that he completed all continuing education requirements. A random audit was initiated on or around August 16, 2016 and no response was received to the initial or subsequent audit notification. He has not responded to multiple attempts by the Division to contact him. The recommendation is for a non-permanent revocation of his certification.
- **EMS Case No. 2016-705-E300, Colleen E. Meadows, Certificate No. 126030**  
Ms. Meadows is a certified emergency medical technician. On or around June 3, 2016, Meadows filed a renewal application, attesting that she had completed all continuing education requirements. A random audit was conducted on or around July 15, 2016. There was no response to the initial or follow-up audit notices. The Investigations Unit of the Division made multiple attempts to contact Ms. Meadows between December 30, 2016 and June 27, 2018 to which she did not respond. The recommendation is for a non-permanent revocation of her certification.

Having heard AAG Turley's synopses and recommended disciplinary actions for the cases, Mr. Allenstein requested a motion to admit the sworn affidavits and the accompanying exhibits in the aforementioned cases into evidence.

***ACTION: Motion to admit the sworn affidavits and accompanying exhibits in the aforementioned cases into evidence.*** Mr. de la Porte – First. Dr. Schwartz – Second. None opposed. None abstained. Motion approved.

There being no further evidence to come before the Board, the proceedings closed at 10:33 a.m.

Mr. Allenstein requested a motion to recess the meeting for the purpose of entering into quasi-judicial deliberations on these matters pursuant to Ohio Revised Code Chapter 119 and that are required to be kept confidential under R.C. 4765.102(B). The Board will reconvene following deliberations.

***ACTION: Motion to adjourn and go into private session for the purpose of quasi-judicial deliberation on these matters pursuant to ORC Chapter 119 and that are required to be kept confidential under R.C. 4765.102(B).*** Mr. de la Porte – First. Ms. Kearns– Second. None opposed. None abstained. Motion approved.

### **Summary Suspension**

***ACTION: In the matter of EMS Case Number 2018-623-E100, Bill L. Bitters, Certificate Number 141184, I move that the Board issue an order to summarily suspend Mr. Bitters' certificate to practice. There is clear and convincing evidence that Respondent's continued practice presents a danger of immediate and serious harm to the public and that the certificate holder has been convicted of one count of Gross Sexual Imposition and one count of Importuning. The Board order shall include a Notice of Opportunity for Hearing for violations of Ohio Revised Code 4765.112 and Ohio Administrative Code 4765-10-03(B)(2)(a).*** Ms. Harris – First. Mr. Snyder – Second. None opposed. Mr. Wright - abstained. Motion approved.

## **EMS Report and Recommendation Motions**

***ACTION: In the matter of EMS Case Number 2017-312-E100, Lee A. Brooks, I move that the Board table this matter until December 12, 2018. Ms. Harris – First. Mr. de la Porte – Second. None opposed. Mr. Wright - abstained. Motion approved.***

## **EMS Goldman Motions**

***ACTION: In the matter of EMS Case Number 2016-94-BE100, Walter R. Lane, III, Certificate Number 110164, I move that the Board issue an adjudication order finding that Mr. Lane failed to comply with the terms of a Consent Agreement as indicated in the Notice of Opportunity for Hearing and that Mr. Lane's certification be revoked. Ms. Harris – First. Mr. Jennings – Second. None opposed. Mr. Wright - abstained. Motion approved.***

***ACTION: In the matter of EMS Case Number 2016-152-E100, Robert E. Harden, Certificate Number 153835, I move that the Board issue an adjudication order finding that Mr. Harden failed to comply with the terms of a Consent Agreement as indicated in the Notice of Opportunity for Hearing and that Mr. Harden's EMS certification be revoked. Ms. Harris – First. Mr. Snyder – Second. None opposed. Mr. Wright - abstained. Motion approved.***

***ACTION: In the matter of EMS Case Number 2016-554-E300, Tammy L. Sparks, Certificate Number 124465, I move that the Board issue an adjudication order finding that Ms. Sparks failed to comply with continuing education requirements as indicated in the Notice of Opportunity for Hearing and that Ms. Sparks' certification be revoked. Ms. Harris – First. Mr. Uhl – Second. None opposed. Mr. Wright - abstained. Motion approved.***

***ACTION: In the matter of EMS Case Number 2016-624-E300, Joshua R. Ake, Certificate Number 140026, I move that the Board issue an adjudication order finding that Mr. Ake failed to comply with the continuing education requirements as indicated in the Notice of Opportunity for Hearing and that Mr. Ake's certification be revoked. Ms. Harris – First. Mr. Jennings – Second. None opposed. Mr. Wright - abstained. Motion approved.***

***ACTION: In the matter of EMS Case Number 2016-649-E300, James B. Valentine, Certificate Number 164525, I move that the Board issue an adjudication order finding that Mr. Valentine failed to comply with the continuing education requirements as indicated in the Notice of Opportunity for Hearing and that Mr. Valentine's certification be revoked. Ms. Harris – First. Mr. Snyder – Second. None opposed. Mr. Wright - abstained. Motion approved.***

***ACTION: In the matter of EMS Case Number 2016-659-E300, Andrew B. Hallman, Certificate Number 109065, I move that the Board issue an adjudication order finding that Mr. Hallman failed to comply with the continuing education requirements as indicated in the Notice of Opportunity for Hearing and that Mr. Hallman's certification be revoked Ms. Harris – First. Mr. Uhl – Second. None opposed. Mr. Wright - abstained. Motion approved.***

***ACTION:*** *In the matter of EMS Case Number 2016-663-E300, Jeffrey H. Dorman, Certificate Number 152161, I move that the Board issue an adjudication order finding that Mr. Dorman failed to comply with the continuing education requirements as indicated in the Notice of Opportunity for Hearing and that Mr. Dorman’s certification be revoked.* Ms. Harris – First. Ms. Kearns – Second. None opposed. Mr. Wright - abstained. Motion approved.

***ACTION:*** *In the matter of EMS Case Number 2016-705-E300, Colleen E. Meadows, Certificate Number 126030, I move that the Board issue an adjudication order finding that Ms. Meadows failed to comply with the continuing education requirements as indicated in the Notice of Opportunity for Hearing and that Ms. Meadows’ certification be revoked.* Ms. Harris – First. Mr. Jennings – Second. None opposed. Mr. Wright - abstained. Motion approved.

**EMS Investigations**

***ACTION:*** *Motion to adjourn and enter executive session for the purpose of discussing proposed disciplinary action against certificate holders pursuant to O.R.C. Section 121.22(G)(1) or pursuant to 121.22(G)(5) that involve matters required to be kept confidential under O.R.C. Section 149.43(A)(2) or 4765.102(B).* Mr. Snyder – First. Mr. de la Porte – Second. None opposed. None abstained. Motion approved.

**Roll Call**

Mr. Thomas Allenstein (Chair)	Present	Ms. Julie Rose	Absent
Mr. Kent Appelhans	Present	Dr. Hamilton Schwartz	Present
Ms. Karen Beavers	Absent	Mr. George B. Snyder	Present
Ms. Beth Calcidise	Absent	Dr. Steven Steinberg	Present
Mr. Herb de la Porte	Present	Dr. Thomas Tallman	Absent
Mr. Geoff Dutton	Present	Dr. Glen Tinkoff	Absent
Ms. Deanna Harris	Present	Mr. Kevin Uhl	Present
Mr. Aaron Jennings	Present	Mr. Jason Walsh	Absent
Ms. Susan Kearns	Present	Mr. Dudley Wright II (V.Chair)	Present
Mr. Mark Resanovich	Present		

***ACTION:*** *Motion to accept the following proposed Education Consent Agreement(s):* Ms. Harris – First. Mr. Jennings – Second. None opposed. Mr. Wright – Abstained. Motion approved.

2018-584-E300

***ACTION:*** *Motion to accept the following Consent Agreement(s):* Ms. Harris – First. Mr. Jennings – Second. None opposed. Mr. Wright – Abstained. Motion approved.

2017-176-E300	2017-558-E300	2018-196-E300	2018-565-E300
2017-329-BE100	2017-616-E300	2018-197-E300	
2017-435-E300	2017-728-E300	2018-324-E300	
2017-532-E300	2018-16-E300	2018-564-E300	

***ACTION: Motion to close the following cases due to lack of jurisdiction, referral to local medical director, deferral to department discipline, certifications have expired, or non-violations of ORC and/or OAC:*** Ms. Harris – First. Mr. Jennings – Second. None opposed. Mr. Wright – Abstained. Motion approved.

2017-235-E400 *Refer to Agency & Med Director	2018-270-E100	2018-485-E400*Refer to Medical Director
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***ACTION: Motion to close the following cases, individuals have met the stipulations of their Consent Agreements:*** Ms. Harris – First. Mr. Jennings – Second. None opposed. Mr. Wright – Abstained. Motion approved.

2014-440-E100	2015-624-E300	2017-162-BE100
2015-28-E100	2015-625-E300	2017-206-BE100
2015-525-E100	2015-661-E300	2017-424-E100
2015-528-E300	2015-685-E300	2017-452-E500
2015-569-E300	2015-694-E300	2017-654-BE100
2015-577-E300	2015-695-E300	2017-732-E500
2015-603-E300	2015-708-E500	2018-73-E400

***ACTION: Motion to close the following cases. The Board accepts the surrendering of their respective certificates to practice or teach. Re-open if re-applies:*** Ms. Harris – First. Mr. Uhl – Second. None opposed. Mr. Wright – Abstained. Motion approved.

2016-681-E300	2018-348-E300	2018-449-E300	2018-506-E300
2018-150-BE300	2018-370-E300	2018-464-E300	2018-507-E300
2018-236-BE100	2018-380-E300	2018-465-E300	2018-579-E300
2018-290-E300	2018-385-E300	2018-466-E300	2018-586-E300
2018-325-E300			

***ACTION: Motion to close the following cases. Individuals entered into Consent Agreements with the Board, but did not meet the requirements of the Consent Agreement before their respective certificates to practice expired. Re-open if re-applies.*** Ms. Harris – First. Mr. Dutton – Second. None opposed. Mr. Wright – Abstained. Motion approved.

2017-76-E400

***ACTION: Motion to issue Notices of Opportunity for Hearings for the following cases:*** Ms. Harris – First. Mr. Jennings – Second. None opposed. Mr. Wright – Abstained. Motion approved.

2015-528-E300	2017-513-E300	2018-99-BE100
2017-145-BE100	2017-609-E100	2018-358-BE100
2017-370-E400	2017-656-E100	2018-508-E300

***ACTION: Motion to close the following cases due to one of the following reasons: inadvertently marked yes to conviction question, misdemeanor convictions which the Board has previously deemed “not involving moral turpitude,” continuing education cases which now meet the requirements, non-patient care issues, and grandfathering issues of certification/conviction:*** Ms. Harris – First. Mr. Jennings – Second. None opposed. Mr. Wright – Abstained. Motion approved.

2012-432-E300	2018-485-E400	2018-520-E100	2018-572-BE100
2017-235-E400	2018-487-E100	2018-521-E100	2018-583-E300
2017-804-E100	2018-511-BE100	2018-526-E300	2018-622-E100
2018-32-BE100	2018-512-BE100	2018-541-BE100	
2018-456-BE100	2018-513-BE100	2018-542-E100	
2018-457-E100	2018-517-E100	2018-543-E100	

### **EMFTS Board Chair's Report, Tom Allenstein**

Mr. Allenstein stated that he recognizes that the Board and committees are all volunteer positions for everyone, but it is vitally important to have attendance at these meetings. He asked that the Board members make it a priority to attend not only the Board meetings, but other committee meetings for which they are involved. He also asked for a commitment of all Board members to be a part of at least one committee. At this time, it is in rule that a Board member must be the chair or co-chair of a committee; however, a change is in progress. Due to the resignations of Jim Davis and Scott Arthur, there are a couple of committees without appropriate representation of a chair and/or co-chair. He also advised that the Human Resource (HR) Ad Hoc workgroup is being formed and he requested that all committees develop a volunteer for that as well.

### **State EMS Medical Director Report, Dr. Carol Cunningham**

Dr. Cunningham advised there is one request for a new appointment into the Regional Physician Advisory Board (RPAB) membership. The application was sent out electronically.

***ACTION: Motion to approve the new appointment of Joshua N. Klepinger, M.D. for Region 3 of the RPAB.*** Mr. Wright – First. Dr. Schwartz – Second. None opposed. None abstained. Motion approved.

The annual All-Member RPAB Meeting is November 15<sup>th</sup> at the Ohio Department of Public Safety at 10:00 a.m. The last RPAB Chair Meeting for the year will immediately follow.

### **State of Ohio Guidelines and Procedures Manuals**

Revisions to The State of Ohio EMS Pediatric Guidelines and Procedures Manual is currently ongoing. It will be presented to the Board upon completion.

Weapons of Mass Destruction Protocols. Due to some changes in CHEMPACK, there will be a revised nerve agent chapter forthcoming to potentially be approved by the Board and included in that document. A full revision of these protocols will, hopefully, be completed by the Homeland Security Subcommittee in 2019.

The Emergency Medical Responder manual will also be updated as well.

Dr. Cunningham reminded the Board members of the Ohio EMS Medical Director Conference that will be held on November 14, 2018 at the Ohio Department of Transportation auditorium. She asked that all Board members share the link for registration. The entire EMS community is invited to attend, and the event is not limited to medical directors. There are two out-of-state speakers. Dr. Michael Kaufmann, who is the Indiana State EMS Medical Director, will be discussing the topic of state chapters of the National Association of EMS Physicians. Dan Manz, a NASEMSO Project Manager and former Vermont State Medical Director, will be discussing the upcoming revisions to the National EMS Scope of Practice Model. There is a post-conference social at the Spaghetti Warehouse following the event. All RSVPs for the social need to go directly to Dr. Cunningham.

### **EMS Staff Legal Counsel, Michael Wise**

Mr. Wise stated that he did not have any legal issues to bring before the Board at this time. He requested a motion on filing Rule 4765-8-05.

***ACTION: Motion to approve the final filing for Rule 4765-8-05 (Examinations) of the Administrative Code following the Joint Committee on Agency Rule Review (JCARR) hearing on November 15, 2018. Ms. Harris – First. Mr. Dutton – Second. None opposed. None abstained. Motion approved.***

### **Assistant Attorney General, Trista Turley**

AAG Trista Turley gave an update regarding the case in Trumbull County. The Respondent did not file an appeal and the time to do so has run out. The case is finished.

### **EMS Legislative Liaison – Emily Mayfield**

Ms. Mayfield distributed a handout to the Board members with the legislative schedule for the rest of 2018. She reported that there is not much going on currently in the legislature and there are limited days in which they are actually in session. Two bills are more likely to pass than any others because they have already passed at least one chamber. They are House Bill (HB) 464, which is the stroke center bill, and HB 535, the naloxone reporting bill. She further explained what is required for these bills to pass.

### **Executive Director and Staff Reports, Melvin House**

Executive Director House reported that seven of the EMFTS Board seats will expire on November 12, 2018. Nomination letters have been received from the nominating organizations and forwarded to the Governor's Office for consideration. There are currently two vacancies on the Board due to the resignations of Jim Davis and Scott Arthur. Letters requesting nominations have been sent to their nominating organizations. He reminded the members whose seats are expiring that if the seats are not appointed by November 12<sup>th</sup>, the term of the current seated member continues for 60 days.

Mr. House described the ODPS EMS staff vacancies and status of the same.

- Program Administrator 2 – Education. Vacant since December, 2017. The job offer has been tendered and waiting for background to be completed.
- Program Administrator 3 – Education. Position filled but the candidate declined the position. Fourth posting closes on October 24<sup>th</sup>.

#### Rescue Task Force A/V Project

- The narrated training program has been completed and is posted to the ODPS Public Safety Training Campus
- Updating narrated version for use by EMS training programs
- Rescue Task Force information has been shared via GovDelivery
- Rules approved

Mr. Dutton inquired about the survey relating to the Rescue Task Force video. He asked if the survey results would eventually be disseminated. Director House advised they would be.

#### DEMS Database Project

- Completed
  - Fire Testing
  - Certifications
  - Education – Phases 1 & 2
  - Grants
  - Medical Transportation

- Fire Testing – Phase 2
- Investigations
- Underway
  - EMS Management/Report – (due December 2018)
  - Online Applications (instructor certifications; accreditations, charters and CE sites; medical transportation)
  - Improve ad-hoc reporting capabilities

#### Behavioral Health Survey

- Accessing behavioral health and what resources are available to the staff of EMS and fire agencies
- Sent out to 53,000 certificate holders
- Encourage participation

#### The EMS Incident Reporting System (EMSIRS) Project – Robert Wagoner

- Deputy Director Robert Wagoner advised that the project officially kicked off on October 1<sup>st</sup>.
  - First phase identifies data points
  - Identify some pilot sites with high-volume users
  - Project to be completed by end of 2019

Mr. Wright inquired as to whether the Board will see the new data points before they are approved. Deputy Director Wagoner explained the process further and advised that the plan is to present them to the Board for approval prior to utilization.

#### Legislation

- Continue to pursue legislation authorized by the EMFTS Board through internal and external avenues
- Encourage Board members to pursue legislative needs through their nominating organizations
- Discussion of particulars of legislation being pursued and how the effort can be furthered by the Board members

#### Board Ethics Training

- Legally required for all Board members
- A number of members still need to complete it

Executive Director House discussed issues regarding committee meetings including agendas, attendance and the last-minute cancellations of some meetings. He encouraged the Board members to help facilitate the meetings as much as possible. Additional ideas and suggestions on how to address the issues were presented by Mr. House.

#### **EMS Exemption Requests, Jean Booze**

Jean Booze reported that there were two EMS medical exemption requests: 2018-10-01 and 2018-10-03. All medical documentation has been received for both. Staff recommends approval and requests a motion to approve.

**ACTION: Motion to approve the medical exemption requests for 2018-10-01 and 2018-10-03.** Mr. Snyder – First. Mr. Dutton – Second. None opposed. None abstained. Motion approved.

Jean Booze reported that there was one voluntary surrender request from an EMT certificate holder. The requester advised they no longer need to maintain the certification due to other occupational interests. Staff recommends approval and requests a motion to approve.

***ACTION: Motion to approve the voluntary surrender.*** Mr. de la Porte – First. Ms. Kearns – Second. None opposed. None abstained. Motion approved.

### **Education, Kris Miller**

Ms. Miller presented an education request that came in after the consent agenda was disseminated. She requested a motion for approval regarding Wayne County Regional Training Facility for the addition of an EMS training instructor. All qualifications have been met.

***ACTION: Motion to approve Wayne County Regional Training Facility adding an additional training level for EMS instructor.*** Mr. de la Porte – First. Dr. Schwartz – Second. \*\*Discussion. None opposed. None abstained. Motion approved.

\*\*There was a brief discussion regarding whether it was actually a training instructor that was being added. Ms. Miller clarified that it was to add an additional training level for EMS instructors.

### **Medical Transportation – Dave Fiffick**

Mr. Fiffick presented the list of medical transportation renewal applications with expiration dates of August, September and October, 2018. Staff is requesting a motion and approval pending a satisfactory inspection.

***ACTION: Motion to approve the medical transportation renewals with expiration dates of August, September and October, 2018; pending a satisfactory inspections.*** Mr. Jennings – First. Mr. de la Porte – Second. None opposed. Mr. Appelhans abstained from Ambulette 325055 and Ambulance 320324 for Hanco, EMS. Motion approved.

Mr. Fiffick presented the list of medical transportation applications for 14 new ambulette services, 2 new ALS ambulance services, and 1 new mobile intensive service. Staff is requesting a motion and approval pending satisfactory inspections.

***ACTION: Motion to approve the 14 new ambulette services, 2 new ALS ambulance services, and new mobile intensive service; pending satisfactory inspections.*** Mr. Resanovich – First. Mr. Dutton - Second. None opposed. None abstained. Motion approved.

Mr. Fiffick presented the list of new medical transportation headquarters (4 ambulance and 4 ambulette) and new satellite locations (5 ambulette, 6 ambulance, and 1 air medical). Staff is requesting a motion for approval pending satisfactory inspections.

***ACTION: Motion to approve the medical transportation new headquarters locations, (4 ambulance services and 4 ambulette services) and new satellite locations (5 ambulette services, 6 ambulance services, and 1 air medical service); pending satisfactory inspections.*** Mr. Dutton – First. Mr. Resanovich – Second. None opposed. None abstained. Motion approved.

## **Grants, Johanna Burgess**

Ms. Burgess was unable to attend the meeting so Executive Director House gave an update on her behalf. A handout was also disseminated to the group. He reported on the following:

### **Priority One & Supplemental Grants**

Halfway through the 2018-19 Priority One and Supplemental grant cycle. They are reminding agencies, through email notices and the EMS website, to expend their grant funds by December 31<sup>st</sup> for the first half.

### **EMS Electronic Tablet Grant Project**

The tablet grant closed on October 31, 2018. Total of applications received was 391, with a total of 1,259 tablets requested. Out of the applications received, 288 agencies were eligible and 3 were ineligible.

During the first round of distribution, in May of 2018, 600 tablets were distributed (400 iPads and 200 Androids) to 266 agencies. The second round of distribution, which will be in November of 2018, will include 420 tablets (373 iPads and 47 Androids) to 122 agencies.

Mr. House advised he wanted to dispel some rumors regarding agencies returning the tablets. He stated that of the 266 agencies who have already received tablets, 1 agency didn't pick up the device but are on the list for November distribution; 11 tablets were declined; and 47 tablets were returned. There were various reasons, but primarily it was due to compatibility issues with vendor software or issues with internet and Wi-Fi connections that were discovered after distribution.

Dr. Schwartz inquired as to what was done with the returned tablets. Mr. House advised that all 58 tablets were redistributed. He also mentioned that all agencies that requested tablets received them (maximum 10 per agency).

## **Board Committee Reports**

### **Trauma Committee, Diane Simon**

Ms. Simon reported that the Trauma Committee met on September 12, 2018 and there was a quorum.

There was a presentation at that meeting by Krista Houk who is a member of Innovative Emergency Management (IEM), the recipient of the EMS grant to do an assessment of prehospital and hospital-based trauma education.

There are two new provisional trauma centers in the state: Ohio State University East and Mercy Regional Medical Center in Lorain. They are in the process of becoming trauma centers.

The Elderly Falls Prevention Resource guide was updated and published on the EMS website in September which was National Fall Prevention Awareness month.

There are upcoming changes in the way trauma centers submit data to the Trauma Quality Improvement Program (TQIP) through the American College of Surgeons (ACS). These changes will take effect in January of 2019. There has been a lot of confusion over this change, so information has been sent out to the hospitals to help clarify the process and the changes they will need to make. Efforts are ongoing to help facilitate the changes.

The 2017 Annual Report is in the final stages of editing. The report will be available in December for the Board's review.

The Trauma Committee Strategic Plan ends in December and a new one will be developed.

### **EMS Children Committee, Dr. Hamilton Schwartz**

Dr. Schwartz reported that the committee last met on October 16<sup>th</sup>. They obtained a quorum.

#### **EMSC Performance Measures**

The Ohio EMS for Children Committee is one of nine state programs to receive funding for the EMSC Pediatric Emergency Care Coordinator (PECC) Learning Collaborative. The Learning Collaborative is designed to develop new strategies for increasing the number of EMS agencies who have a PECC. Ohio EMSC is planning a registration system for agencies to identify their PECC and will work to provide additional resources for PECCs to succeed in their role. The Ohio Rural EMS Committee is also participating in this effort.

The EMS for Children Program survey of hospitals closed Friday, August 17<sup>th</sup>. They had 58% of Ohio hospitals responding to the survey. Survey results show that 72% of Ohio hospitals have written inter-facility transfer agreements with receiving hospitals for pediatric patients, and 62% have written transfer guidelines that include all eight identified components.

The Ohio EMSC Committee is working with the Ohio Hospital Association and the Ohio Department of Health to create a program for encouraging and developing pediatric champions in hospital emergency departments. A workgroup of the Ohio Pediatric Disaster Preparedness Coalition began this process in April. The workgroup will partner with interested hospitals to help promote this process.

#### **Other Activities**

The Ohio Pediatric Disaster Preparedness Coalition met on September 12<sup>th</sup>. The Coalition is asking the EMSC Committee to help develop a definition for "pediatric patient" and to help provide training for hospitals in pediatric triage for sick and injured children. The next meeting will be December 6<sup>th</sup>.

The Ohio EMSC Committee is reviewing the current State of Ohio EMS Pediatric Guidelines and Procedures Manual to ensure its compatibility with the NASEMSO National Model EMS Clinical Guidelines. Dr. Schwartz is coordinating this effort for Dr. Cunningham.

Joe Stack will be attending the Ohio Association of EMS Fall Conference in Elyria on October 20<sup>th</sup>, and the Ohio EMS Chiefs' Association Annual Conference in Lewis Center on November 13<sup>th</sup> to distribute EMSC information.

Dr. Naa Allotey, the Project Director for the Ohio EMS for Children Partnership Grant, has resigned. EMSC would like to thank her for her service to the EMSC.

The next EMSC Committee meeting will be held at the Ohio Department of Public Safety on December 11, 2018.

### **EMS System Development Committee, Deanna Harris**

Ms. Harris advised she was making a motion to remove Jim Davis from the EMS System Development Committee. She also thanked Mr. Davis for his service to this committee.

***ACTION: Motion to remove Jim Davis from the EMS System Development Committee.*** Ms. Harris – First. Mr. Dutton – Second. None opposed. None abstained. Motion approved.

Ms. Harris then asked for a volunteer to be the co-chair of this committee. Mr. Aaron Jennings volunteered. Ms. Harris then moved for Mr. Jennings to be added to EMS System Development in the role as co-chair.

***ACTION: Motion to add Mr. Jennings as co-chair to the EMS System Development Committee.*** Ms. Harris – First. Mr. Wright – Second. None opposed. None abstained. Motion approved.

Ms. Harris advised that they did not have a quorum at the October 16<sup>th</sup> meeting; however, they engaged in productive conversation. They discussed the possibility of getting a 2018 annual report and the information that might be included. The EMSIRS data was discussed as well as the need to update the EMSIRS data dictionary for its current use. There was additional discussion regarding developing a data dictionary that would incorporate data elements for community paramedicine and mobile integrated healthcare as these programs are evolving. The addition of data reporting regarding these initiatives will be vital with the acquisition of funding. The committee is proposing the formation of two different workgroups to address these elements as the EMSIRS revision progresses. The committee also analyzed some ambulance crash data. There were additional data points requested for this as well. This committee has also been tasked with making sure that the specialty subgroups of patients are represented whether it be a physical or neurological disability. The Ohio State University (OSU) was identified as developing a video that would assist providers in caring for that population. A request will be sent to OSU for information on that video.

The next EMS System Development Committee meeting is scheduled to be held at the Ohio Department of Public Safety on December 11, 2018.

### **Homeland Security Subcommittee, Deanna Harris**

Ms. Harris advised that the subcommittee did not meet in October due to lack of quorum.

The next Homeland Security Subcommittee meeting will be held at the Ohio Department of Public Safety on November 2, 2018.

### **Rural EMS Committee, Karen Beavers**

Ms. Harris, as co-chair, reported on the October 16, 2018 meeting. A public review and input survey was distributed from the Joint Committee on Rural Emergency Care for their 2018-2021 tactical plan. The period to provide input ends at the close of business on October 18<sup>th</sup>. There were 14 different categories from which the participant was to select the top 4 categories that they believed were of the most importance. The committee discussed what they believed to be the highest priority. Though this survey was done on a national level, the committee discussed doing something similar on a State level. She further advised about the categories that were omitted from this survey.

The next Rural EMS Committee meeting will be held at the Ohio Department of Public Safety on December 11, 2018.

### **Education Committee, George Snyder**

Mr. Snyder reported that the committee did not meet October 16<sup>th</sup> due to lack of quorum.

The next Education Committee meeting will be held at the Ohio Department of Public Safety on December 11, 2018.

**Medical Oversight Committee, Geoff Dutton**

Mr. Dutton reported the Medical Oversight Committee (MOC) met October 16<sup>th</sup> and obtained a quorum. Mr. Dutton advised that this committee also needs to remove Jim Davis due to his resignation from the EMFTS Board. He then made a motion.

**ACTION: Motion to remove Jim Davis from the Medical Oversight Committee.** Mr. Dutton – First. Mr. Snyder – Second. None opposed. None abstained. Motion approved.

Mr. Dutton made a motion to remove Scott Arthur due to his resignation from the EMFTS Board, the vice-chair, from the committee.

**ACTION: Motion to remove Scott Arthur from the Medical Oversight Committee.** Mr. Dutton – First. Mr. Jennings – Second. None opposed. None abstained. Motion approved.

Mr. Dutton stated that the applicant he would like the Board to consider for the committee is Ryan Sullivan. He described his qualifications and requested a motion to add him to the Medical Oversight Committee.

**ACTION: Motion to add Ryan Sullivan to the Medical Oversight Committee.** Mr. Resanovich – First. Mr. Snyder – Second. None opposed. None abstained. Motion approved.

Mr. Dutton inquired if there were any Board members interested in being vice-chair for the Medical Oversight Committee. Mark Resanovich volunteered to be on the committee and serve as vice-chair. Mr. Dutton then made a motion to add him to the committee as vice-chair.

**ACTION: Motion to add Mark Resanovich as vice-chair to the Medical Oversight Committee.** Mr. Dutton – First. Mr. Snyder – Second. None opposed. None abstained. Motion approved.

Mr. Dutton advised that during the meeting on October 16<sup>th</sup>, Dr. Thomas Charlton volunteered to be in the Human Resources (HR) Ad Hoc workgroup. He reiterated what Dr. Cunningham had mentioned before about the Ohio EMS Medical Director Conference on November 14<sup>th</sup> and reiterated that the Board members are asked to encourage others to attend. The goal is to have the conference become an annual event.

Mr. Dutton then advised that the MOC discussed ultrasound-guided peripheral IVs and that the MOC was in favor of its addition to the scope of practice; however, a couple of potential issues came up during their discussion. He briefly described those issues and asked Dr. Cunningham if she would elaborate on it. Dr. Cunningham reminded the group that the Board had already approved adding this to the scope of practice and it will become effective when the rules are promulgated. She advised that the majority of the discussion in the MOC meeting was regarding how EMS education institutions can be supported in providing the education. She communicated the MOC's additional concerns with the training and equipment required, and she offered several variable avenues to explore to overcome this potential educational hurdle. There was an extensive group discussion regarding ultrasound usage and various implications of adding anything to the scope of practice and the impacts. There was a final consensus to table this discussion until December and investigate in the meantime.

The next MOC meeting will be held at the Ohio Department of Public Safety on December 11, 2018.

### **Medical Transportation Committee, Tom Allenstein**

Mr. Allenstein reported that the committee met October 16<sup>th</sup>. One item that needs to be addressed is the removal of Scott Arthur from the Committee. There were 17 members and this would leave them at 16, which is acceptable. Mr. Allenstein requested a motion for Mr. Arthur's removal due to his resignation from the EMFTS Board.

***ACTION: Motion to remove Scott Arthur from the Medical Transportation Committee.*** Mr. Snyder – First. Mr. Jennings – Second. None opposed. None abstained. Motion approved.

Mr. Allenstein advised that they reviewed passenger assistance programs. One program on which they would like to move forward is On Time Medi Transport. They have met all of the criteria for the passenger assistance program. He requested a motion to approve that program.

***ACTION: Motion to approve the passenger assistance program for On Time Medi Transport.*** Mr. de la Porte – First. Mr. Jennings – Second. None opposed. None abstained. Motion approved.

Mr. Allenstein then described another program upon which a conversation ensued at the last Board meeting. He reminded the Board about the specifics of the CPR training and the concerns that were voiced at that time regarding viewing someone performing CPR online. The Medical Transportation Committee viewed the training video and determined it was difficult to observe how effective the CPR is that is being demonstrated. He advised that they have requested that the Education Committee review the video, as well as all other associated materials, and provide feedback on their perceptions.

Another topic that was discussed during their meeting was regarding LifeCare Hospice and their request for a specific type of transport for patients at end of life. Since there are no rules to cover a person on a stretcher, similar to an ambulette, they have to be licensed as an ambulance and they do not necessarily need the same requirements and equipment. LifeCare has spoken to a legislator who is willing to draft and move legislation to address these scenarios. There was a meeting with some specific hospice groups wherein they discussed the issues. The challenge now is that more hospice groups want to be involved. Input was given to the hospice group on what we believe the requirements should be. They will further discuss the possibility for legislation.

Mr. Allenstein advised that they also discussed fatigue in EMS. They concurred that regulating fatigue is challenging. There are numerous reasons for fatigue. Their committee believes that this would be a great topic for the HR Ad Hoc workgroup to take on.

The next Medical Transportation Committee meeting will be held at the Ohio Department of Public Safety on December 11, 2018.

### **Critical Care Subcommittee, Julie Rose**

Ms. Rose did not attend the meeting, and Mr. Appelhans gave the report. He advised that they met on October 16<sup>th</sup> but did not have a quorum. They still discussed temporary aircraft permits and the aircraft supply list. They also discussed critical care paramedic endorsements and what it would require. He then made a motion to remove Scott Arthur from their subcommittee due to his resignation from the EMFTS Board.

***ACTION: Motion to remove Scott Arthur from the Critical Care Subcommittee.*** Mr. Appelhans – First. Mr. Snyder – Second. None opposed. None abstained. Motion approved.

The next Critical Care Subcommittee meeting will be held at the Ohio Department of Public Safety on December 11, 2018.

### **EMS Star of Life Awards Committee, Dr. Tallman**

Dr. Tallman was not in attendance so Executive Director House gave an update. He advised that they will begin receiving nominations in January. There has been some discussion regarding moving to a larger venue. The Committee is currently working with Board member Jason Walsh and OSU for alternate options. This committee will report any additional information to the Board as things develop.

### **Old Business**

#### **Strategic Plan**

Deputy Director Rob Wagoner briefly advised that six of the nine Board committees and/or subcommittees have identified members to participate in the HR Ad Hoc workgroup. A Strategic Plan progress update spreadsheet has been developed. After being approved by the Board chair, this spreadsheet will be utilized to track the progress the various committees have made with their assignments. This will ultimately be posted to the EMS website. He advised that these updates will be derived from the meeting minutes and will be updated accordingly. If there are updates that need to be posted, he requested they be sent directly to him or his administrative assistant, Kris Patalita. He reminded the Board that the committee members are not the only resources, but he the Board about how the groups conduct business and to avoid violating Sunshine laws. Dr. Schwartz asked how much advance notice to the public is needed for meetings. Mr. Wise stated it needed to be in accordance with the rules, but he needed to check specifics. Later in the meeting, Mr. Wise advised that in accordance with the rules, a 24-hour notice must be given.

### **New Business**

Mr. Allenstein requested nominations for the positions of chair and vice-chair for the EMFTS Board in 2019.

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***ACTION: Motion to nominate Dudley Wright for the chair position for 2019.*** Mr. Resanovich – First. Mr. Snyder – Second.

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***ACTION: Motion to nominate Geoff Dutton for the vice-chair position for 2019.*** Mr. Resanovich – First. Dr. Schwartz – Second.

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***ACTION: Motion to nominate Kent Appelhans for the vice-chair position for 2019.*** Mr. Wright – First. Mr. Dutton – Second.

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Mr. Allenstein advised that additional nominations would be solicited at the December Board meeting.

There was a question posed on how to dissolve a committee that is no longer active. Executive Director House advised that there are certain committees that are set by statute and cannot be removed. These committees include the following: Trauma Committee, Medical Transportation Committee, Critical Care Subcommittee, and the Firefighter and Fire Safety Inspector Training Committee. There is a process to sunset committees that are not active.

The meeting adjourned at 1:02 p.m. Mr. Snyder – First. Mr. de la Porte – Second.

**NEXT MEETING:** The next EMFTS Board meeting will be held Wednesday, December 12, 2018 at 10:00 am at the Ohio Department of Public Safety, Conference Room 1106, 1970 West Broad Street, Columbus, Ohio.