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**Miami Dade County Public Schools  
Division of Applied Technology  
1450 Northeast Second Avenue  
Miami, Fl 33132**

**Minutes of  
HEALTH SCIENCE EDUCATION ADVISORY COMMITTEE MEETING  
Sister Emmanuel Hospital  
(Inside Mercy Hospital)  
3663 S. Miami Avenue  
4<sup>th</sup> Floor  
Miami, Fl 33133**

**Tuesday, May 17<sup>th</sup>, 2005**

**8:30 - 10:30 a.m.**

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**MEMBERS PRESENT:**

Beverlin Allen, Chair  
Sister Emmanuel Hospital

Glenda Algaze  
Miami Lakes Educational Center

Mari Ledesma  
South Florida Workforce

Ibia Bustelo  
Lindsey Hopkins Educational Center

Kim Hunter  
Miami-Dade AHEC

Virginia Cuthbert  
Miami Lakes Educational Center

Latasha Moore  
Miami-Dade AHEC

Justyne Whitaker  
MDCPS, Instructional Supervisor  
Health Science

Carol Stuchins  
Health South Rehabilitation Hospital

Magaly Parets  
MDCPS, Health Science

**CALL TO ORDER, APPROVAL OF MINUTES, AND INTRODUCTION OF MEMBERS:**

The meeting was called to order by Beverlin Allen, at 9:15 a.m. Ms. Allen welcomed the group to Sister Emmanuel Hospital, and offered the breakfast that was served complimentary from the hospital. Minutes were read and approved with a motion from Carol Stuchins, and second from Mari Ledesma. Introductions of members were lead by Ms. Allen, Advisory Committee Chairperson.

As part of the Advisory meeting, the First Responder students from Miami Lakes Educational Center, and Mrs. Glenda Algaze, Health Science Academy Leader, attended the meeting to do a demonstration of their skills to the members of the Advisory. The students that attended were the third place winners of the Health Occupations Students of America (HOSA) State Competitions for the EMT category. These students were presented with a scenario, and they reacted accordingly with the skills they have been trained in at the schools.

Ms. Whitaker explained to the members that the first responder is the first part of the EMT program. They will have an opportunity next year, after their senior year, to dual-enroll in Miami-Dade College, and complete the program and sit for the license at the end of the summer.

#### UNFINISHED BUSINESS:

Ms. Whitaker talked about the background check, and that before she got into a contract with any vendor, she has to go through procurement and check for bids. We were informed by Ms. Allen that Mercy Hospital requires the background check with a Level II on their requirement. Ms. Whitaker informed that the students will pay \$49.95 for their background check and teachers will pay \$70.00.

Ms. Parets presented a report on the four curriculum reviews that were presented at the previous meeting. For Nursing Assistant, we received three responses back, Practical Nursing, we received also three responses back. Unfortunately, we had no responses on Dental Assistant or Medical Assistant. Apparently this was due to lack of representation from those two disciplines at the Advisory.

The report on the Nursing Lab. was read by Ms. Allen, and the only recommendations made were for new equipment such as nursing beds, traction equipment and updated IV equipment. Ms. Whitaker informed that we are working on ordering the suggested equipment, and also about the need of secretarial support, which they are already getting with two part-time secretaries.

#### NEW BUSINESS:

Unfortunately due to lack of attendance, we could not have a review on either First Responder or Surgical Technician. Ms. Ibia Bustelo, surgical technician teacher for Lindsey Hopkins, informed that due to their accreditation agency requirements (COE), they had their own advisory meeting for surgical technician a month ago.

Ms. Bustelo brought up the item of requirement of High School Diploma for the students entering the surgical technician program, due to industry requirements. Ms. Whitaker reinforced that we can not require High School Diploma for entering any program in Miami-Dade County Public Schools, unless it is in writing in the Curriculum Frameworks, required by any Board that governs the program, and/or is required by the

accrediting body of the program. In some instances, it might be a requirement for taking the license exam, but is not required to enter the program; students should be informed accurately on program entrance requirements.

The next item on the new business was the recruitment of new members. Ms. Allen suggested that perhaps what we need to do is create sub-committees for each of the programs per schools, and then have the two meetings every six months as a regular meeting with reports from those sub-committees. Ms. Whitaker said that we should have the district directive into how to have the Advisory meetings for next year.

Ms. Parets informed the committee that as of June 30<sup>th</sup>, 2005, Ms. Whitaker will be moving to north Florida, therefore she will no longer be part of the Advisory. Every member expressed how much we are going to miss her, and that it will be a great loss for the Health Science Education Department.

Next meeting will be scheduled for the month of November, 2005, at Miami Lakes Educational Center.

Meeting was adjourned at 10:17 a.m.