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These pages include information and questions with regards to the web site I have been working on. The main headings are in respect to the pages within the site itself, and under the headings, are thoughts, ideas, and questions for the executive.

Welcome Page:

- Would like more information on the formation of the Northwest Chapter. Was this one of, or the first chapter of the OPA (as per rumor)?
- Would it be a good idea to include the number of current members on this introduction page, and more info about the chapter (do not want any pics on this page, would like to keep the loading time very short, so people get to see the main page quickly)
- There are two password options (see also private area at the end of this document)
 1. The java script one currently used. Simple, one password, no control over where it pops up on the page. Biggest problem with this type of access panel, if the person viewing the page knows a bit about computers, they can right click on the mouse, and click on "view Source"
 2. The second option, the password box example that is located on the "members only page" can be used instead. This is through a free service, but once you enter the password, the new page comes up with an advertisement across the bottom of the page (can be closed by clicking on the "close" wording on add). A lot more secure, people would have to "hack" into a secure server (not very likely), but only lets different 60 password/logins. This idea is nice if you wanted every single member to log on with his or her own name/password (chosen by them, or password could be OPA number), and could be used to track users that visits the site (to see if the same person is visiting a lot, or how many different members are actually viewing the secure pages... nice to know if it is being used by a lot, or only a few)

News:

- Web Changes: This area could get extensive. Right now I have used it for keeping the executive updated on what has taken place in building the site. This will change to show new viewers what is new to the site i.e. updates news articles, updates to Events, etc....
This page could also become a separate page, so users could go right to it to see if anything new has changed since their last visit.
- News Articles: This is the area that has me at sort of a loss. People like to see new content each time they come back to visit the site, and articles in this section, updated fairly frequently, could keep people coming back.
 1. Base Hospital Newsletters: These newsletters are similar to the Star of Life newsletters, yet put out by Base Hospital, and contain a lot of medical related information as well as new things going on in the area. Currently these newsletters are distributed free of charge to services in the area (Kenora district anyways,.. haven't heard yet, who all gets them) and are a great source of information to Paramedics working in the region. Good source of free information, if the OPA and Base Hospital would be willing to look at this method of distribution (could allow them to cut costs in printing, and get a larger audience, more feedback).
 2. Star of Life Newsletters: I among many others loved these newsletters, and think it would be great to see them come back. Problem being, if they were to come back, might be an idea to put them in a members only area... so only members get to read the issues put out by the OPA (could put briefs on this page though, to entice others to become members if they would like to read the full

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articles?). Web based instead of print, could also cut costs, and eliminate the deadline to publish the articles. When something new comes up, someone could send me an email, or new article. This could be done whenever, not just quarterly, or bi-monthly, etc... just whenever the person has time to do an update.

3. Any other articles or issues that could be put out to inform local Paramedics: This area could also be used for any other sort of articles the OPA would like, i.e. humor, provincial updates, etc.

Media Coverage: I have been trying to keep abreast of the local media on the web to find articles concerning local Paramedics. If any person visiting the site had seen a recent published article, the information could be sent via e-mail, and posted as well as the ones I find. I like this idea, as it shows us how well we are doing with public relations. Are we in the media for union issues only, are we written about in a positive manner, are we doing a lot of P.R. or not... Hopefully people can view this and think, "Heh, we need to get out there more and promote our services, images and careers"...as this is what the public sees of us in the media.

Events:

- This page is for events that are happening that may be of interest to local Paramedics. If an event comes up that has handouts, flyers, etc. they can be scanned in and added by a link to the brief outline of the event. Forms can also be made on a separate page so that others can fill it out and it would automatically be sent to a specific recipient i.e. Whomever is in charge of registration for Due North, could receive an e-mail for an interested participant who has seen the information, but would like to know more about coming to the event than is on the site.
- The current link to Due North 2002 would be deleted until further information is received.

Representatives:

- This is where the members of the OPA Northwest Chapter get to know who is representing them in the executive. Currently I have the names up on the site, but would love to add an e-mail address for each (could be a recently formed hotmail or yahoo mail account to keep things separate for them) and where they are located. This would allow members to contact their representative via this page, again via e-mail...instead of the current way (hoping someone has a phone number, and wondering which person they should call). I guess what I am trying to do, give the Executive...another way to have members get a hold of them, another way to have the ability to hear what is going on in the area, and the concerns of the members..(?).
- Okay, and the last thought for this page, came from the City of Dryden's web site (<http://www.city.dryden.on.ca/index.htm>). On the city web page, listed are the mayor and members of council, with ways to contact each, and...a profile of each (who the public elected to represent them). The descriptions are brief, but gives the viewers an idea of who each is, their background, and the picture makes the viewer think they know that person, even if they have never actually talked (they may have seen them on the street, or in a store, but "oh yea, that is councilor..."). I don't know what the executive thinks of this, but it is another idea for the site ☺

Membership:

- I think this page is pretty much done, as the only way to get visa or MasterCard access through the web is to pay for it. It can be done, completely secure, but I have never looked into the costs, or how the services (they have very, very strict rules and it is done through their sites) work. It could be looked at a later date, or not.
- Currently there is a PDF registration form available for download (and the link to the free adobe reader is on every page), and an e-mail address. (Have to check to make sure this address is the

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right one, I actually think it is for the registrar of the provincial OPA... is there someone for the Northwest Chapter?

Due North:

- The thought behind this page was to have information relating to the Due North Conference being held each year. This would be a great area to inform Paramedics in the region about the conference, before and after, and hopefully increase the numbers of attendees. A couple of links are available for information on previously held conferences, so people can see the differences in course/presentations being offered over the years, funds raised, etc... Pictures can be included, or anything you may think would attract people to the conference.

NWO Services:

- To keep the page small enough to fit on smaller screens (800x600), I had to shrink the map. Only problem, it has become hard to see the community names. I might just widen this page, people can scroll across, to make the map more readable.

OPA Stuff:

Discussion Group:

The group has been created, it is can be used by a member access the web page every once in awhile to see new postings, they can receive an e-mail every time someone posts a message, or they can even set it to receive only them only once a day (if there are more than one a day... it saves them and sends, say the 3 all at once). The discussion group can only be accessed by invitation only (can send invitations to the OPA Northwest members with e-mail access, and then they will automatically be signed up, avoiding any public viewing, or viewing of the messages by anyone outside of the OPA chapter. Why a discussion group? This is another way for the executive to keep in contact with the members, but more importantly, to see the general issues that members are discussing (what is on people's minds).

Keep or Delete???

Insurance:

Is this information accurate and available to Northwest members, or is it for southern Ontario?

Posters:

Small thumbnails are viewable on this page, which can be clicked on to view the larger version. Is Scott the contact for the posters, and is his e-mail correct?

License Plates:

I personally love the graphic, but also, is the contact information correct?

Wardrobe:

What exactly is available in clothing for OPA members? Is the contact info correct (I e-mailed Ron, and have yet to receive a reply), and if so, can I get pictures to post so members could see what exactly is available to buy?

Conversation:

This link is to the Provincial OPA discussion page, thought it would be good for members to see what is being talked about around the province (also where I got the idea that it would be good to create one for the Northwest Chapter, local issues only as the only ones on the Northwest Chapter discussion page, would be Northwest members).

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OPA By-Laws:

- Currently I posted the provincial by-laws, but would love to post the Northwest chapter by-laws if I could get a copy from someone???

Research:

- This page is for documents, or links to web pages that would help Paramedics in the Northwest Chapter get involved in the research end of promoting our profession. This is something the paramedics have not done too much of, and something we have to start getting involved in if we are to form a profession (in my opinion, and the reason I have included the page of links and documents ☺). Also, with the new regulations in place, Districts are now able to purchase different equipment (look at the 97 Provincial Equipment Standards, no brand names are mentioned), train to different levels (the Rural and Remote working group has been working on ACP skill packages that the districts can train their staff to if they wish), and to do this, research may help direct the services in the right directions.
- A form has been included on the page that once filled out, automatically sends an e-mail to a folder in my account, with the suggested link from the viewer.

EMS Links:

- This page is for links relevant to EMS, and to members of the Northwest Chapter. I am trying to find all the Ontario Chapters of OPA, but have not been too successful yet. A list of web sites that are affiliated (i.e. heard Metro Toronto staff are a chapter, and have a web site, but not sure) with the OPA and the PAC are currently in place.
- I would like to really keep an eye on the sites on this page, and the content they contain. Sites that may be detrimental to our image as paramedics will not be included (i.e. some American sites have burnt out staff building sites that I personally would not want to be associated with... the New York EMS one comes to mind). Given, the OPA Executive would have final say on this as well.

Courses and CME:

- Another different, challenging page ☺, the reason I say this... I will need a lot of contacts to keep this page the way I hope to do it.
 1. If I could find Regional First Aid/CPR contacts (such as St. John/Red Cross) and get a listing of courses offered in our communities, it would help those looking at keeping current, or even those looking at going to college for Paramedicine, a place to obtain the courses prior to school starting.
 2. If a OPA member needs a course required by the Ministry, or the District, this could be a way to see when the course are being offered in each community, and be an opportunity for them to obtain the course from a nearby service (i.e. someone goes on holidays, and misses their core training course, they could go to a nearby service when they do theirs?) Our RTC's are still the best way to find out about these courses, and where the members should be going (as well as asking approval of their managers of course), and would be a great way for the RTC's (☺) to keep members up to date on what is being offered in the area (sometimes memo's are taken down of the bulletin boards, or can't be found, and this would allow an ongoing (with changes being updated whenever necessary) source of information.
 3. CME: What I was hoping runs along the lines of two examples. Currently our Base Hospital sends out CME packages to all the services. Great reading, with tests (of course ☺) that keep members up in their skills and knowledge. By making the documents available on here as well, would allow someone to print them out in case they lost the originals, or ran out of copies, or... and in short, provides the OPA and Base Hospital

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with another way to say they are helping out in the educating of their Paramedics. Secondly, there are certain people in the district who come up with unique, innovative ideas that they use in their teachings, and pass along to some very appreciative others. My favorite example, were handouts and questionnaires on personality types at a course I took. At first I thought why are we doing these little tests, now I find that looking at the different learning/teaching/personality types, helps me in the course of my job (thinking of the differences in personalities in patients, characteristics, etc., and how to interact with them, but also when I step outside the career, in my personal life.). It would be great for these types of people, who are interested in helping us develop in becoming better Paramedics, to submit articles, CME type handouts, etc... that would help educate us all (look at all the articles in CEN, they teach the reader about different things, in each different article).

Contact Information:

- Need more information for the E-mail section. For general info, I just put Paul Charbonneau down to fill the space. I don't know who would be the person Paramedics or the public would contact for general info. Also, if there are any other contacts for the Northwest Chapter, they could be included on this page.
- The feedback form can be used to collect information from those looking to obtain info. It is nice to know how often people visit the site, and how they found it. Need to find out whom the form would be sent to (most likely the same person listed above for general info inquiries.)

Search Page:

- This page needs a lot of work, I have to spend a few more hours updating the "meta tags" on every single page on the site (meta tags are hidden info the public doesn't see, but the search engines will. The information has to be hidden in the coding, and then the search engine I have set up will scan every page on this site, and come back with results to a person's query.

Paramedic Skills Page:

- This page has information taken from the Ambulance Act of Ontario, and the Base Hospital document on Air Ambulance Services in Ontario (credit is given, with appropriate links as well). If anyone has a better idea on presenting the skills a paramedic does, for those who have no idea of what we do, to those visiting the site from another province, state, or country who are involved in EMS, I would love some feedback. With the web allowing people from all corners of the world to view this site, this page could give those wondering what we do here in Ontario, a bit of an idea.

Private Area (for OPA Northwest Members only):

- The reasoning behind a private, login area (members only page), was to give those who have joined the Northwest Chapter, something special that the general public, or non-members will not be able to see. This could be a special area that members would look forward to checking back into every week or two. The big question, what to put in here ☺
 1. With some discussions, it was mentioned that if the Star of Life Newsletter was revived, this might be an area for it to be placed ☺. Non-members could have a glimpse on another page, but to get into the full issue (articles) they would have to be members of the Northwest Chapter (I think that was the result of the conversation... poor memory, but think that was one of the ideas..)
 2. Meeting minutes. Since we live in such a diverse, wide geographic area with our shifts being all hours of day and night, members of the Northwest Chapter may not have access to teleconferences (meetings of the chapter?), or other events. The meeting minutes, or results

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of an event, questionnaires, discussions, or mail outs could be placed within this secure area. If an issue arises (such as new government legislation, or acceptance to form a college of Paramedicine in the province, etc...), updates, questions and forms, etc. could be placed in here to target towards the members only.

3. Anything else that you would like members to see, something to draw them into the private area, things to keep the members coming back every so often.

If there are other ideas, I would love to hear them. Paul Morneau has been doing some work on the provincial OPA site with regards to Public Relations and Paramedicine, and this is one area that I think would be great for us here in Region 6. Results of public relations being done by local Paramedics could be put on the main area of the site, but ideas, documents, projects, presentations, pamphlets, etc... could be placed in the members only area to help out people in attempt to improve our public relations. Local area job postings in the area could also encompass a page,...

IDEAS ARE GREATLY APPRECIATED AS WELL AS INFORMATION ☺

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