

Calhoun County Medical Control Authority  
Monday, January 24, 2005  
Kellogg Community College Lane Thomas Building Room #101  
Battle Creek, MI  
9:00 – 11:00 a.m.

I. Call to Order: The meeting was called to order by Carol DiBiaggio at 9:08 a.m.

**Board Members Present**

Name	Represents	Position	Meeting Date: 10/18/04			Attendance History	Notes
			Present	Excused	Absent		
Carol DiBiaggio	BCHS Admin	Chairperson	X			9/9	
Chet Dalski	KCC	Sec/Treasurer	X			8/9	
Mark Burke	Marshall FFA	Board Member	X			8/9	Arrived at 10:00 am
Jill Fish	911 Dispatch	Board Member	X			7/9	
Chris Mullen	Oaklawn ED	Board Member	X			4/4	Left 10:30 am
Darel Woolsey	Albion CA	Board Member	X			8/9	Left 10:30 am
Steve Frisbie	LifeCare	Board Member	X			9/9	Arrived at 10:00 am
Paula Lange	CCMCA	Medical Dir.	X			9/9	
Ron Duchenev	At Large	At Large Board			X	4/9	
Larry Hausman	Urban MFR	Board Member	X			1/9	
Gary Mikula	BCHS ED	Asst. Med. Dir			X	3/8	
Kristin Sims	Oaklawn Admin	Vice-Chairperson	X			4/4	Left 10:30 am
Marty Whitacre	BCHS ED	At-Large Exe.		X		4/5	
Robert Kiessling	Rural MFR	Board Member			X	0/9	

**Others Present**

Greg Babcock-Calhoun County Emergencies Services Director

II. Approval of Minutes: The October 18, 2004 minutes were approved as written.(Fish/Lange)

III. Facilitator/Timekeeper – Chet Dalski

#### IV. Committee/Officers Reports

##### A. PRSO Peer Review Standards Organization (formerly CQI) - Paula Lange – See Attached

-Meets monthly to keep up on the information needing to be covered. A list of the reviews to be conducted was enclosed. The committee is working on getting outcome information from the ERs for patient's transported to the hospital Priority One. This could be used to see if the medics are correct in their assessments or an area that needs review.

##### B. Finance Committee – Budget - Chet Dalski - See Attached

-A summary of MDPH-HRSA grant was presented itemizing the spending of the grant funds totaling \$15,511.67 This reflected the cost of 2 OPPs courses and the reimbursement of hours for coverage while employees were trained being reduced to \$0.8699 for each dollar requested or ~\$21.75 per hour not the \$25.00 anticipated. 100% of OPPs funds were expended. A request was submitted for additional funding.

-Per Greg, the training grant has been extended to July and he has \$80,000 left for training. He has courses scheduled for the next couple of months.

-Paula submitted the date of 12/31/05 has date to have training accomplished. The problem is getting part time employees working on ambulance and full time at their regular jobs, to the training.

-Rick Scott, KCC Chief Financial Officer, submitted a letter in response to questions of concern made by CCMCA in regards to having an outside audit and should investments be moved out of certificates of deposit. An outside audit would cost from \$2000-\$5000. A printout of the certificate of deposit accounts was presented. All the CDs are currently 6-month are maturity. Rick requested a copy of our board minutes authorizing moving of funds from one place to another.

-Included is a summary of each agencies accounts, making sure everything is accounted for.

**-Motion approved to accept the financial report.(Lange/Fish)**

**-Motion approved to leave funds in Certificate of Deposit.(Lange/Fish)**

**-Motion to move Certificate of Deposit maturing into a 12-18 month CD.(Sims/Mullen)**

-To date, we have no capital equipment requests.

-2005 calculation for dues is; the hospitals is 75% and ambulance agencies 25% with each based on total call volume/runs within the county. Using the 75/25% ratio, some agencies saw an increase in dues and some saw a decrease. Motion passed in October 18, 2004 meeting to go back to 2003 assessment and reissue the bills at that rate, 2004 bill at the option C rate, and 2005 bill at the option C budget breakdown using call volumes for 2004. Add a key to the bottom of dues calculation sheet giving the breakdown % of call volume/runs made per previous year. The 2004 call volumes need to be submitted to Chet ASAP to be able to send revised billing statements for 2005 year. We will be running a deficit budget for the 2005 year.

##### C. Medical Directors Report- Paula Lange – See Attached

EPEC-Educational Program Enhancement Committee (formally CQI for KCC) met and reviewed instructor evaluations. Group will meet again when student evaluations have been tabulated.

-HRSA/HAN grant – we will need to meet with the agencies to best spend these funds. Med Control will get an administrators license to oversee and send out an alert to our own county.

-The following is summary from the November 8, 2004 conference in Gaylord:

-As of December 22, 2004, the State requires each life support agency that provides basic, limited, or advanced life support is equipped with epinephrine or epinephrine auto injector. Chet will check with the State on this issue. This is a hot issue that came out without contacting the EMS Coordinating Committee. Recommendation to continue current practice of allowing patient to give them their own pen. This is an unfunded mandate.

-Issued the final version of Michigan Medical Control Handbook. There are some updates and additions that we need to review to see if we wish to adopt them.

- We need to document in our policy/procedures that recordings of medical calls to ERs are under PSRO.
  - The new standards for scope of practice for EMS is on the web site –www.scopeofpractice.org.
  - Our protocols need to be sent into the State every 3 years for review.
  - State must be notified if LSA can't consistently provide at least 1 life support vehicle 24 hours a day, 7 days per week. If we keep having problems with Reading Ambulance, we will need to notify the State. Email all members on their comments, get the approval of the exe board, and draft a letter to Reading. Jill gave a heads up, there will be a change in who responds to the small strip of land in Homer Twp. by Reading Ambulance. Paula will send a letter to Homer Twp. Board and Reading Ambulance making all aware of the changes coming. We will gather information/dates and times of the ongoing problems.
  - Med Control must have an advisory body and MCA board. We meet this compliance.
  - Med Director required to attend department approved educational seminar every 2 years.
  - N95 Hepa masks are required on all rigs. Paula will send a letter to all response agencies reminding them of this.
  - Bioterrorism Initiatives: one is MEDDRUN ( Michigan Emergency Drug Delivery Resource Utilization Network) – will rapidly deploy meds and supplies to hospital or emergency site ideally within one hour.
  - Federal program, CHEMPACK is being developed with placement throughout the country of nerve agent antidotes.
  - Keep in mind the date: Pediatric Bioterrorism and Response March 23 & 24 at the Radisson in Kalamazoo. They will be doing specific EMS activities.
    - The MEMS ( Modular Emergency Medical Systems) will have an exercise in the Spring.
  - Homeland Security/Health Care Task Force – The health department has planned an exercise for August including mass inoculation clinics and possibly explosions of secondary devices.
  - The State Attorney General gave the opinion that Med Control meetings are public bodies and subject to the open meetings act. We will need to post 1 time all the dates for the year and post on site 24 hours before the meeting. Mark will provide a copy for us to follow for future meetings.
  - Battle Creek Fire Department is exploring the idea, costs, and requirements of going ALS and becoming a transport unit. Per Larry, this is a union driven and nothing has been presented to the administration. This has not been endorsed by the city.
- The Michigan Center for rural health will be presenting EMS workshops quarterly via videoconference, the first will be February 16, 2005 from 6 – 7:00 p.m.. For more information contact [PhyllisBall@MCRH](mailto:PhyllisBall@MCRH) or phone (517)-355-8250.
- NAEMSP: I attended a seminar in Naples, Florida. A recurring themes was CPR and how interruptions in chest compressions and if it isn't being done well are two large determinants in patient survival.
  - A request to sign a mutual aid agreement has been presented by 5<sup>th</sup> District. We are already covered under 5<sup>th</sup> District.

## V. Old Business

### A. Hazmat/Disaster Drill Update - Greg Babcock

- Zoom Roll Train the Trainer was to come in January. This will be hooked up to the hospital's water system. Oaklawn has unit installed but BCHS does not. Greg needs a resource list of what each hospital has currently.
- We have an extension on a couple of grants. Advanced tech training starts next month.
- Tentative date for late April for LANS training with a State representative observing.
- Training grant covers stipends of @13.00 per hour. Will train any way customer wants (example: 2-hour per night times 3 nights, etc).
- 2005 money going urban areas, a cutback on the big grant and an increase on what is paid for physicians for Calhoun County. If agencies have any requests to be added to the upcoming exercises,

get with Greg. Be specific with your requests. Jill suggested using the intercom as a portion of the exercises.

B. HERN - Chet Dalski

-The radio recording is not ready at BCHS. Oaklawn is up and running but the system does not allow saving to disk, the unit saves to hard drive and gets archived at the company installing. This brings up HIPPA issues and we need to investigate this further. When Chris talked to the rep, the rep conveyed this was the updated version from the one we had originally decided upon. The version we were expecting had a 9.4 giga bite pop out disk that we could archive at hospital sites and at Med Control. Chris and Marti will meet with Steve as he was contact in choosing the system and make a recommendation on the next step. The group will report back to Chet who is holding up payment till both systems are up and operating to our original specifications.

VI. New Business

A. Membership Clarification

-All voting members will have their attendance listed in the beginning of the minutes, to be able to track absences, having enough voting member for a quorum, and making an accountability to the board. If the voting member can not attend a certain number of scheduled meetings per year, an alternate should be named by the voting member to attend in his/her absence.

List on agenda the tool to the next meeting for approval, suggestions, changes, etc.

B. State Wide Homeless Count – Carol Di.Biaggio

-The county wide homeless count will begin January 24, 2005 at 12:01 a.m. and ending at 11:59 p.m. on Tuesday January 25, 2005. All hospitals, schools EMS's, police stations, fire station, etc. participate in this to the degree that they can. Forms were distributed to audience. The number of children and women that have become homeless has risen.

-Med Control Web Site: Chet presented the topic: Should a web site be created to place our protocols? Can see pros and cons of having the site. This would help the "open meetings act". Life Care already has the protocols on their web site. Chet will look into this further.

VII. What Went Well/What Needs to be Improved

VIII. Next Board Meetings, Times, and Locations – Doing bi-monthly meetings

March 21, 2005 in Lane Thomas Building, Room #101

May 16, 2005 in Lane Thomas Building, Room #101

July 18, 2005 in Lane Thomas Building, Room #101

September 19, 2005 in Lane Thomas Building, Room #101

November 21, 2005 in Lane Thomas Building, Room #101

IX. Meeting adjourned by Carol DiBiaggio at 11:05 p.m.

