

Calhoun County Medical Control Authority
Monday, October 20, 2003
Kellogg Community College, Lane-Thomas Building Room #101
9:05 - 10:10 a.m.

1. Call to Order: The meeting was called to order by Carol DiBiaggio, chairperson at 9:10 a.m.

Present:	Jill Fish	Mark Burke	Steve Frisbie
	Carol DiBiaggio	Gary Mikula	Darrell Woolsey
	Paula Lange	Jeff Shufeldt	Marty Whitaire
	Chet Dalski	Pat De Vera	

Guest: Jerry Bischoff

Special Recognition was given to Pat De Vera for many years of service with CCMCA.

II. Approval of Minutes: The minutes were approved for the July 21, 2003 meeting(Dalski/Lange).

III. Facilitator/Timekeeper was not appointed since Agenda afforded finishing in under 2 hours.

IV. Committee/Officer Reports

A. CQI Committee: Please refer to Dr. Lange's written report (attached).

-New State protocols to date have not been approved.

-Marshall has appointed Sylvia Ambs, medic, to the CQI committee.

-New tool in place for chart audits.

-Dr. Lange will be taking on the CQI for KCC to meet the accreditation for EMS Department.

B. Finance Committee – Chet

-Certificates of deposits total \$147,488.53 and \$8,522.55 in savings.

C. Medical Director Report: Please refer to Dr. Lange's written report (attached).

V. Old Business

A. Bioterrorism Needs Assessment and Funding – no new information.

B. Hazmat/Disaster Drill Update – *see Dr. Lange's report.*

C. The Medical Director and KCC Contracts evaluation was discussed and it was decided that the contracts should be evaluated every other year by October, so that they can be reviewed and officially approved at our last yearly meeting in October. This would then correspond to the officers election year also (this October – odd years). Carol will request Chet to arrange a meeting prior to October for completion of the evaluation so that the Med. Director evaluation can be shared with Dr. Lange prior to the October meeting. Carol will also have Sue send notification of open (to be filled) CCMCA positions and a request for nominations prior to October. Elections for new officers will take place at the October meeting.

D. Michigan Area Safety Services – Mr. Bischoff didn't come to the meeting again. A letter was to have been sent to him outlining the information we wanted about his service in order to approve it. We don't know if this was sent, but won't pursue this unless he expresses more interest in starting this service in the county. Dirk Borton will try and access the

applicable law and a letter sent from the state to Lenaway County about a similar type of service. He will bring or send them to the next CCMCA meeting for our reference.

VI. New Business

- A. Pat DeVera is retiring. She has spent many years as a member and has also chaired the CCMCA Board. Carol DiBiaggio requested that we give her a gift as a token of our appreciation. With a recommendation from Jill Fish, \$50 was approved to be spent for a gift certificate. Carol will connect with Chet re: appropriation of such funds.
- B. Protocol testing: *Refer to the Medical Director's written report.* It was discussed that there is no protocol/procedure to allow cricothyroidotomies, nothing written to address the MAST trousers that the state requires each ambulance to carry, and a question has come up about the dosing of Magnesium Sulfate in the OB protocol. Dr. Lange will look into this and discuss with Bill Fales.

VII. What went well/What needs to be improved

- Our new members (Mark Burke, Jeff Shufeldt, and Kristin Sims would like a copy of CCMCA's Bylaws. Carol will arrange this with Sue Aiken. She will also have Sue send copies of the Med. Director's Report to members not present today. In addition Sue will update membership information for the new members at the October meeting.
- Mark Burke discussed his background. He has had a lot of experience in disaster planning and exercises. Mark was impressed with our ambulance forms, etc.
- The question of meeting more frequently was discussed, with the opinion that this is not necessary most of the time, but will be re-addressed at the October meeting.
- Welcomes were again extended to the new members. It is expected that BCHS will have additional representation in the future also.

- The meeting was adjourned at 10:10 a.m.

VIII. Next Board Meetings, Times, Location

January 20, 2004, 9 a.m., KCC Lane Thomas Bldg. Room #101