

Calhoun County Medical Control Authority

Monday July 18, 2005

Kellogg Community College Lane Thomas Building Room #218
Battle Creek, MI

9:00 – 11:00 a.m.

I. **Call to Order: The meeting was called to order by Carol DiBiaggio at 9:15 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			12/1 2	
Chet Dalski	KCC	Sec/Treasurer	X			12/1 2	
Mark Burke	Marshall FFA	Board Member	X			11/1 2	
Jill Fish	911 Dispatch	Board Member	X			9/12	
Chris Mullen	Oaklawn ED	Board Member			X	4/6	
Darel Woolsey	Albion CA	Board Member	X			10/1 2	
Steve Frisbie	LifeCare	Board Member		X		11/1 2	Excused
Paula Lange	CCMCA	Medical Dir.	X			11/1 1	
James Stevens	At Large	At Large Board	X			1/1	
Larry Hausman	Urban MFR	Board Member	X			4/12	
	BCHS ED	Physician Representative					Open Seat
Kristin Sims	Oaklawn Admin	Vice-Chairperson	X			5/7	
Marty Whitacre	BCHS ED	At-Large Exe.		X		5/7	Excused/vacation
Robert Kiessler	Rural MFR	Board Member			X	0/12	
David Komasa	Oaklawn	Physician Representative			X	1/2	

Others Present

II. Approval of Minutes: The May 24, 2005 minutes with the following revisions:
–Pg 3-III, C. ‘Discussion on **CPAP** use under current critical care protocol.’ (Lange/Burke)

III. Public Forum

IV. Committee/Officer Reports

A. PSRO Committee - Paula Lange – See Attached

-Agencies are caught up with reports that have been turned in. Currently Darel does not get the run reports from Jackson based rigs coming into our county but he is trying to get these forwarded to us. Life Care is getting the run statistics to determine what the problem areas are. The notes currently sent out monthly to agencies, will now be done email so that agencies can distribute to each of medics.

-Julie Masten brought forward some problematic runs and I have spoken to the medic. I am reviewing his runs and he is getting feedback from Julie and myself. The medic is currently working with another medic. All our agencies have the medic in charge sign as primary and the other medic works in making the decisions. If problems persist, will meet with medic in September.

-Requested to review the run reports for new medics for the first 3 months of their employment to see how medic is doing; will do such.

B. Finance Committee – Budget - Chet Dalski – No Written Report

-KCC just upgraded system prior to year end and no formal report was available.

-In theory, we have spent 100% of funds with \$505 for Paula’s conference and \$14,500 billed from Tim Miner for equipment purchased. The checks have not been sent, last word is checks are at Borgess waiting for approval from their finance committee to sign off on the check.

-Region 5 has \$100,000 remaining that was not spent by grant deadline. A vote to redistribute the remaining funds was emailed last weekend. Some of the hospitals have asked for additional time of 2 weeks, if the vote is positive, at that time the \$100,000 will be divided up to those who have expended their funds.

Only depreciation account now is with Life Care Ambulance.

-Battle Creek Inquirer published our meeting dates in the July 10, 2005 issue for a cost of \$143.92 and this would be good through the May 15, 2006 year.

-Any requests to use the depreciation fund for 2006, plan to submit your requests at the September meeting to be approved/voted on during the November meeting.

C. Medical Directors Report - Paula Lange – See Attached

-Doing the final changes to the protocols. There has been no communication with Robin Shively in regard to adopting the critical care transport protocol.

-Sending out a letter to all agencies on the exact number of employees trained with awareness and CBRNE.

-Went to a table-top exercise for the August 31, 2005 exercise. This included personnel from the local high schools who shared how they train and plan for an incident on school property.

-No update on Emergency Telephone District Board.

-A letter is ready to be mailed to the State regarding Reading Ambulance regarding (1) the rig is away from the Litchfield substation covering county but does not turn over the calls to other agencies, thus arriving very late or they wait to turn over the call (2) staff the Litchfield rig with an EMT who drives to the scene and meets the medic on scene. Thus the rig is a medic rig on scene without a medic in it. Lately, Darel (ACA) has been doing more calls in the area in question.

Dr. Lange will send a certified letter to Robin Shively regarding: 1) confirmation that we do not need to adopt the critical care transport protocol in order to adopt a CPAP protocol; and 2) continuing problems with Reading ambulance services.

V. Old Business

A. HERN/DSS - Chet Dalski

-Per phone conversation, no training of Med Control persons has happened. No payment has been authorized till all issues are resolved. We ordered a system with an external backup system not a unit sitting on top of hard drive. DSS will install an external hard drive for an added cost. Med Control has received a grant from the State to use on technology, this could be used for the backup system. DSS recommends storing data for 3 months versus the legal recommendation of a minimum of 5 years, *recommended 7 years*, and max of 10 years. *The hospitals will check with their IT Departments as to how they would recommend the backup be done. The hospitals will check with their IT Departments as to how they would recommend the backup to be done.* (Kristin/Marty)

-Carol and Sue will pull past minutes relating to the purchase of backup system, etc. She will have Steve Frisbie, Kristin Sims (who will delegate to Pat Jendryka), and Marty Whitacre follow up with one another, legal resources as needed, and their IT Department regarding their HERN/DSS needs, back up system requirements, current status in each hospital, etc. They will report back to CCMCA in September. This item will be finalized in September.

B. 5th District Grant - Chet Dalski

-Every ambulance in the 5th District will have an 800 mgz (portable unit) this year to prepare ambulances in case of a disaster and a base unit at each hospital.

C. Physician Representatives

-Kristen will follow up on a letter from Oaklawn Hospital's CEO recommending David Komasara as their representative.

VI. New Business

A. New Member

1. Community At Large – James Stevens

Motion passed to approve James Stevens the Community at Large board member replacing Ron Ducheney. (Dalski/Lange)

B. 2005 Medical Control Authority Survey - Chet Dalski

-The Med Control as a group compiled the date for the State survey.

C. Ron Ducheney – Acknowledgement

-A card and \$50. gift certificate, to Schuler Restaurant, was signed and will be presented to Ron for his many years of service.

VII. What Went Well/What Needs to be Improved

VIII. Next Board Meetings, Times, and Locations

*****All future meetings will be held in Lane Thomas Building Room #218*****

November 21, 2005 in Lane Thomas Building, Room #218

January 23, 2006 in Lane Thomas Building, Room #218

March 20, 2006 in Lane Thomas Building, Room #218

May 15, 2006 in Lane Thomas Building, Room #218

IX.. Meeting adjourned by Carol DiBiaggio at 11:00 a.m.