

Calhoun County Medical Control Authority

July 23, 2007

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 9:00 a.m.

Board Members Present

Name	Represents	Position	Meeting Date: 7/23/07			Attendance History	Notes
			Present	Excused	Absent		
Carol DiBiaggio	BCHS Admin	Chairperson	X			12/12	
Chet Dalski	KCC	Sec/Treasurer	X			12/12	
Mark Burke	Marshall FFA	Board Member	X			12/12	
Jill Fish	911 Dispatch	Board Member	X			11/12	
Pat Shedd	Oaklawn ED	Board Member	X			1/1	
Dirk Borton	Albion CA	Board Member	X			9/12	
Steve Frisbie	LifeCare	Board Member	X			12/12	
	CCMCA	Assist Medical Dir.					
James Stevens	At Large	At Large Bd Member	X			8/10	
Larry Hausman	Urban MFR	Board Member			X	5/12	
David Komasara	CCMCA	Medical Director	X			5/9	
Kristin Sims	Oaklawn Admin	Vice-Chairperson	X			9/10	
Steve Marzolf	BCHS ED	At-Large Exe.	X			2/2	
Robert Kiessling	Rural MFR	Board Member	X			5/12	

Others Present

Dottie Bowersox representing Calhoun County Health Department.

Robert Hale representing Mass Casualty Coordinator for 5th District.

I. **Approval of Minutes: The April 23, 2007 minutes were approved as written. (Stevens/Marzolf).**

II. **Public Forum**

No guests.

A moment of silence was observed for the passing of Paul Dickens, past SWM representative and Reading Ambulance Unit Inc. who was killed in an auto accident on I-94.

Bob Hale, Mass Causality Coordinator plans to attend MCA meeting to interface with the communities and assist in any way.

III. Committee/Officer Reports

A. PSRO Committee - David Komasa

-The committee has met three times and it has been good to sit down with everyone and get an understanding of the system / process and how everything works. Reviewing run sheets and emailing feedback to Marshall medics and manager and have requested LifeCare and Albion email addresses as well.

-Fentanyl and CPAP protocols were approved at the October 23, 2006 meeting; may or may not have been sent to the State. **Chet will follow up with the State on the status.**

B. Finance Committee – Budget (attached) Chet Dalski

-Net assets of \$226,481.12 with a payment owed to medical director and grant funds included in this amount. We have one Certificate of Deposit left to transfer into the college fund. We will be withholding \$12,000 that we would be able to access with a 30-day notice.

-Steve Frisbie/LifeCare Ambulance Service presented a depreciation loan request of funds amounting to \$46,000 to purchase a computerized patient care reporting software and hardware (electronic run sheets) to equip ten ambulances. The projected date the loan will be needed is February 2008 or later.

Motion approved for depreciation loan request from LifeCare Ambulance; \$46,000 for the purchase of computerized patient care reporting soft and hardware. (Marzolf/Kiessling; 1 abstention - Dottie Bowersox)

-Steve Frisbie will contact Zoll on interface cost and will present a follow up at the next meeting.

C. Medical Directors Report - David Komasa

-There does not seem to be a consistency across all the agencies related to EMS protocols, how things are done and how patients are cared for. This has been discussed in the PSRO meeting. Dr. Komasa will begin in 2008 offering a quarterly educational session. He will have doctors discuss high risk and low incidence cases. They will incorporate the state EMS protocols. The goal would be standardization of best practices across all Calhoun County EMS providers.

-Dr. Glen Ekblad would like to organize a special response team of medics to assist the area in a disaster. **More information will be shared at the October meeting, including the legal issues, some sort of contract, etc.**

IV. Old Business

A. Branch County / Calhoun MCA's Merger Meeting - Sub-Team

-A good representation from Branch and Calhoun counties, physicians, hospitals, and EMS met to discuss a possible merger of Branch and Calhoun County MCA's. Chet presented a comparative summary of both MCA's bylaws. Branch County operates with additional steps for approval as compared to Calhoun County. There was discussion around the comparison of both county budgets, including the number of transports done. We have a finance committee (Branch does not); we also have much more detail in our bylaws. Branch County has a county owned hospital with an independent board.

Questions we may need to address;

- *At what level would we merge? A contractual merger? A collegial partnership vs. a legal partnership?
- *Would a merger provide better, higher quality / more efficient, service?
- *Would a merger compromise either MCA's standards?
- *How would we operationalize this? Would we have 1 board, 1 medical director, etc.?
- *What do we expect to accomplish by a merger? What are our goals?

Things to consider:

- Life Care and Marshall share resources in both counties.
- May enhance the ability to gather more / better data.
- PSRO - one meeting vs. two.
- EMS providers may benefit most from a merger.
- Would standardize protocols across both counties.
- May reduce duplication.
- Regional cooperation in receiving grants.
- Decreased workload for two persons in Branch (shared medical director and director).
- May be able to share some services across counties.
- Branch would get more of an upgrade from a merger than Calhoun County (our perspective).
- Second option would be a collegial partnership (non-legal).

Conclusion. We need to proceed slowly and be sensitive to both CMA's concerns. The good news is that both counties are interested in exploring a partnership. At the very least this is an opportunity to begin working more collaboratively. **Chet will share his comparison of bylaws grid with Marion Labadie, Director, Coldwater MCA.**

-Barry County is not operating at the same level as our CMA. Barry County did not take advantage of the 5th District funds, etc. We have made an offer to Barry County to explore a partnership. They have not taken advantage of this and we will not proceed in that direction at this point.

B. Medical Director

- The terms of the medical director position require signing a two-year contract, an annual evaluation, and a 30-day *out clause*. Dr. Komasa has agreed to assume all the duties of medical director at this time. This will be reevaluated if the load gets too demanding.
- Motion approved to transition Dr. Komasa from *interim* Medical Director to the position of Medical Director (Dalski/Burke).**

C. Conflict of Interest

- Anyone wishing to contribute to a statement on 'conflict of interest' should contact Chet by Aug 7, 2007. **He will draft a bylaw change / statement to be reviewed for approval at the October meeting.**

D. 5th District Grant Funds

-5th District is purchasing through grant funds a 40-bed mobile tent hospital. We have applied for the unused \$4,500 State funds. Part of the requirement is that we be fully trained in incident command, 100, 200 and 700. Dirk, Steve and Mark will meet and prepare a list of the most important items that would benefit all three EMS agencies. **This needs to be submitted to Chet prior to the deadline of Friday, July 27, 2007 at 5:00 p.m.**

Motion passed to spend \$4,500 additional grant funds for EMS providers' education and equipment needs. (Frisbie/Kiessling)

E. Oaklawn Diversion – Steve Marzolf

-Per Pat Shedd, ambulance diversion is infrequent and appropriate. BCHS does not have a diversion policy that Steve Marzolf is aware of. Oaklawn will share with BCHS what they have.

-Paul Dickens was the Region II Coordinator for Education and Reading Ambulance Unit representative for the CCMCA. The EMS agencies sent ambulances to the funeral in his honor. A flower arrangement was sent from KCC and CCMCA.

Motion passed to use CCMCA funds to defray the cost of the flowers (Marzolf/Stevens; 1 abstention – Chet Dalski).

F. CCMCA Web Site - Chet

-Our new web site is www.kellogg/edu/ccmca

-Photos of members, bylaws, minutes, protocols and general considerations are on the website.

V. **New Business**

A. Trauma Center Levels - Chet Dalski & Carol DiBiaggio

-Was raised by a CCMCA board member this past spring that the Branch County hospital was advertising that they are a Level II Trauma Center. Was suggested that we should take action to prevent this. After much research it was identified that they are stating on their web site that they provide level 2 trauma services. It did not state that they are an accredited Level II Trauma Center. CCMCA consensus was to take no action.

B. MSP AED Contact - Chet Dalski

Michigan State Police are purchasing AED's and were asking for guidance. CCMCA oversees people who have license to provide service and we do not make recommendations on specific brands to purchase. Thus, we would not be able to make such to the MSP.

VI. What Went Well / What Needs to be Improved

- Chet did a great job on the MCA's bylaws comparison grid. *Thank you.*
- The new CCMCA web site is outstanding. *Again, thank you Chet!*
- Wow! We – the CCMCA – has come such a long way over the past 5 –10 years. Congratulations to us!

VII. Next Board Meetings, Times, and Locations

October 22, 2007 at 9:00 a.m. in Lane Thomas Building Room # 218

January 28, 2008 at 9:00 a.m. in Lane Thomas Building Room # 218

April 28, 2008 at 9:00 a.m. in Lane Thomas Building Room #218

July 28, 2008 at 9:00 a.m. in Lane Thomas Building Room #218

October27, 2008 at 9:00 a.m. in Lane Thomas Building Room #218

IX. Adjournment - Meeting adjourned by Carol DiBiaggio at 11:07 a.m.