

Calhoun County Medical Control Authority
Monday, October 18, 2004
Kellogg Community College Lane Thomas Building Room #101
Battle Creek, MI
10:00 – 12:00 a.m.

I. Call to Order: The meeting was called to order by Carol DiBiaggio at 10:04 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			8/8	
Chet Dalski	KCC	Sec/Treasurer	X			7/8	
Mark Burke	Marshall FFA	Board Member	X			7/8	
Jill Fish	911 Dispatch	Board Member	X			6/8	
Chris Mullen	Oaklawn ED	Board Member	X			3/3	
Darel Woolsey	Albion CA	Board Member	X			8/8	
Steve Frisbie	LifeCare	Board Member	X			8/8	
Paula Lange	CCMCA	Medical Dir.	X			8/8	
Ron Ducheney	At Large	At Large Board			X	4/8	
Larry Hausman	Urban MFR	Board Member		X		0/8	
Gary Mikula	BCHS ED	Asst. Med. Dir		X		3/7	
Kristin Sims	Oaklawn Admin	Vice-Chairperson	X			3/3	
Marty Whitacre	BCHS ED	At-Large Exe.		X		3/4	Arrived 9:00am
Robert Kiessling	Rural MFR	Board Member			X	0/8	

Others Present

None

II. Approval of Minutes: The minutes were approved with following revision:
Pg 3- V.5 ‘Chris added discussion on the mirra system’...(Frisbie/Lange)

III. Facilitator/Timekeeper – Chet Dalski

IV. Committee/Officers Reports

A. CQI Committee - Paula Lange – See Attached

-Finished the trial of morphine for orthopedic injuries. For the January meeting, will have 6-7 changes to present as changes to the current State adopted protocols. There have been questions on how to treat symptomatic bradycardia. Recommended seeking advice from a cardiologist to give us what would be best practice.

-We are currently behind on charts, have requested start over with September 1, 2004 charts and go forward from there. Charts with specific criteria are reviewed and with that information, create a baseline to can see where the problems are. Also request charts for high risk, dead on the scene, refusal, and full arrest. The State requires 20% of charts reviewed. Paula hopes to be able to present the findings in a graph form at a future time and date. The CQI committee is Sylvia Ambs, Darel Woolsey, Julie Masten and Paula.

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

-A summary of funds was presented showing Marshall Area F.F. Ambulance paid off their loan with a \$2.02 overpayment on the account. A check for this amount will be sent to zero out the account. All of the certificates of deposit are up for renewal. **Motion approved to accept the summary of funds.(Frisbie/Burke)**

KCC had audit done on our accounts mid summer with no findings. As a governing body it is recommended having a third party look at the accounts every 3 – 4 years at our expense. Chet will check into the cost of having this done for next meeting.

The calculation for dues is; the hospitals is 75% and ambulance agencies 25% with each based on total call volume/runs within the county. With the closing of Trillium and Emmett Rescue, this modified the call volume or reduced the call volume for hospitals and agencies. Using the 75/25% ratio, some saw an increase in dues and some saw a decrease.

-Motion passed 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.(Lange/Frisbie) In December, a reminder is to be sent to hospitals and agencies on call volumes numbers to be sent to Chet and have available for January 2005 meeting. Add a key to the bottom of dues calculation sheet giving the breakdown % of call volume/runs made per previous year. For the July 2005 year meeting, add this item to agenda.

C. Medical Directors Report- Paula Lange – See Attached

-Educational Program Enhancement Committee will meet in early November.

-E911 started meeting every other month. The board contacted the townships for the direction they need to go following defeat of millage. Grant money has been applied for. Suggestion for ways to incorporate this into the agenda to have future dedicated discussion to it.

-Homeland Security meets every month on the first Wednesday.

-5th District Medical Response Coalition voted to reinstate the current leadership. HRSA funds, we need 90% trained to awareness and 75% to operations. By end date of November 30, 2004 the funds must returned if not spent. The training will still need to be paid for out of pocket at that point. The agencies/hospitals have not submitted the bills, for training, to us to reimburse from these funds. November 22, 2004 as an end date, email Chet on anyone who has training scheduled before deadline date. At that date, take the balance of grant and divide amongst agencies.

V. Old Business

A. Hazmat/Disaster Drill Update Greg Babcock – Not Present

-A bomb was blown up per Steve Frisbie and that meets requirements for the city, Life Care, Federal Center; all are qualified for the next 12 months.

B. Michigan Area Safety Services Jerry Bischoff - Not Present

C. HERN - Chet Dalski

-Received contract from EMS Technical Services, L.L.C. out of Muskegon Michigan. Oaklawn has the equipment with a list of what changes need to be made. Chris Mullen has been trained and will be able to train anyone that is interested. Chet would like to be aware of how to use the equipment. Recommended the director of the department have access to equipment. The recorder would have readable DVD. An agency would have the authority to get a specific run report by request. Storage recommendations are 5-year minimum, 7-year recommended and 10-year maximum. At the end of each year, recommend the disk be closed out and shipped to storage. To get around FOIA, Freedom of Information Act, the archiving of this would be under the umbrella of Quality Assurance Program of CCMCA. Chris will follow up with Marti at BCHS on doing a joint letter to the surrounding agencies reminding them to use the specific line on all their call to the ER.

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. License Revoked Paula Lange/Chet Dalski

Tekonsha Fire Department

Marshall City Fire Department

-Letter was sent to both departments stating without licensure, we are withholding operations under their license till license is reinstated. Jill will take this information back to Fire Chiefs Association. When the State sends letter reinstating them, CCMCA will send a letter to agencies and dispatch stating they are back under our liability coverage (PA179).

B. New Rules/Regulations - Chet Dalski

-New rules and regulations are now in effect. November 8, 2004 is the date of the Medical Control Seminar. They will be covering the reorganization that is currently going on, bio terrorism initiatives, update on new protocols and weapons for mass destruction, data collections why, promises to update. Motion passed to send Dr. Lange and Chet Dalski to this seminar covering the cost of the seminar, rooms, mileage, registration and other reasonable expenses.(Frisbie/Mullen)

-We have a State refusal form in our new protocols.

VII. What Went Well/What Needs to be Improved

- A suggestion was made to meet 6 times a year, every other month to cover all the information presented. This could be trialed in 2005 to see if needed.
- Have the sub committees meet and bring back to the regular meeting their findings.
- Call an executive board meeting by phone or email and report back at regular meeting.

VIII. Next Board Meetings, Times, and Locations

January 24, 2005 in Lane Thomas Building, Room #101

IX. Meeting adjourned by Carol DiBiaggio at 12:15 p.m.