

Calhoun County Medical Control Authority
July 17, 2017

**Kellogg Community College, EMS Conference Room Battle
Creek, MI**

9:00 – 11:00 a.m.

I. Call to Order – The meeting was called to order by Chet Dalski.

Board Members Present

Name	Represents	Position	Meeting Date: 10-17-16			Attendance History
			Present	Excused	Absent	
Chet Dalski	KCC	Sec/Treasurer	X			13/13
Mark Burke	Marshall FFA	At-Large Exe.	X			13/13
Rich Feole	911 Dispatch	Board Member		X		5/6
Jason Kortgoede	Albion Comm. Amb	Board Member	X			5/6
Steve Frisbie	LifeCare Amb.	Board Member	X			13/13
Dorothy Malcolm	BBC ER Director	Chair		X		12/13
	At Large	At Large Bd Member				
Dave Schmaltz	Urban MFR	Board Member	X			1/2
Dan Stewart	CCMCA	Medical Director	X			12/13
Kathy Cowles	BBC	Board Member	X			3/3
Kim Campbell	Oaklawn Hospital	Vice Chair			X	10/12
Ginger Williams	Oaklawn Admin	Board Member	X			11/12
Joshua Miller	Rural MFR	Board Member	X			1/1
Tyler Vaughn	CCMCA	Medical Director	X			1/1
Michael Chapman	CCMCA	Assoc Med	X			1/1

Others Present-Betsey McDavid-ACA/JCA; Jim Stevens, guest.

Additions or Deletions to the Agenda- Deletion: Agenda VII. New Business Item E. Diversion vs. Lockdown Policy Clarification be moved to the October meeting; Addition of Agenda VII. Item I – CentraCare MOU protocol requested by Steve and then placed on hold by request of Dr. Stewart until the new protocol has been reviewed before coming to this Board for further discussion. No action to be taken at the time of this meeting and to be removed from the agenda addition.

Introductions-Chet recognized Josh Miller, the newly appointed Rural Fire Chief Representative. Josh Miller introduced himself as a firefighter/paramedic and graduate of the KCC Paramedic Program.

Recognition - Jim Stevens was recognized with a plaque of commemoration for his years of service (12) on the CCMCA Board as presented by Chet. Jim accepted the plaque with great gratitude, respect and echoed it was pleasure with those he worked with on this authoritative group to serve for these past 12 years.

Approval of Minutes- Motion to approve the minutes as written. Motion carried. (Williams/Schmaltz)

Public Forum: None

II. **Committee/Officer Reports:**

A. **Medical Director Report/PSRO Committee (Dan Stewart)** – Although no formal meeting to report on Dr. Stewart shared the following regarding 2 cases he has been involved in that are pending right now. Too early to report publicly on the final findings. At this time of this writing the CCMA to accept the medical director's recommendation and take no further action.

Would like to:

- establish a system for tracking procedures performed and put into place regular training for low use procedures;
- policy or plan with regard to aspect of judgment and capability (audit of what was handled);
- review what paramedics are licensed to do; audit annual testing of skills—is it adequate? Also should this be added to the PSRO?
- opportunity to educate those in the field with low volume/high risk cases;
- keep in mind the disciplinary action is part of the CCMA Medical Director's responsibility;
- Dr. Chapman suggested the PSRO create a secure electronic file process manner for restricted users. This is an item that we should keep exploring at this time. Chet to do some further exploring with regard to this item.

Extensive discussion followed included potential bylaw changes in reference to discipline and the discipline process itself.

Motion to remain at the current status of discipline for one of the disciplinary cases discussed.

Motion carries. (Williams/Burke)

B. **Finance Committee (Chet)** – Medical Director salary has been paid but no other financial transactions have occurred. Our total net assets show 206,737.19. There is 89,079.88 in our investments as of 6/30/17 showing about a 500.00 loss. There has been no reported audit at this time. Chet will report on the audit in October.

Motion to approve the Financial Report. Motion carries. (Frisbie/Williams)

C. **Regional MCA Network** No report at this time.

D. **Old Business:**

A. **TXA**-Chet reported that considerations for the protocol is still in limbo and not yet ready for approval.

B. **Change in Medical Control Director-** A motion to accept the Medical Control Director replacement was also handled at this time. Dr. Chapman rescinded the previous replacement nomination during its April 17, 2017 meeting and would now like to nominate Dr. Tyler Vaughn for the Medical Control Director. Dr. Vaughn accepted the nomination. Motion to accept Dr. Vaughn as the Medical Control Director with an effective date of August 1, 2017, was approved

(Williams/Frisbie). Motion carries.

C. **Bylaws**- During the PSRO report out - it is necessary to make a change to the existing Bylaws to allow for the replacement nomination of which is to take place at this meeting with a vote of those present to coincide with the Bylaws. Items to be changed included a section of the new business agenda item D. Disciplinary Action. Items to be changed include-addition of Medical Director & Assistant Medical Director; State of Michigan department oversight identification; addition of electronic voting language; discussion re: At Large Member; oversight and discipline in the case of misconduct. Chet reviewed the change approval process and declared that changes could be voted on at the present meeting.

a) Motion to change the State of Michigan oversite department language. Motion Carries. (Williams/Frisbie)

b) Motion to strike "one (1) person from the public at large as selected by the CCMCA Board of Directors." And add One (1) licensed emergency department physician who shall serve in the capacity of Assistant Medical Director (preferred from a different Calhoun County hospital then the Director Article 1 section 1.3. (Frisbie/Williams)

c) Motion to add via letter or email in Article 1 Section 1.3.

d) Motion, with the caveat that future amendments may need to be made but these changes will allow for next set of leadership and operations, to change "Alternate" to Assistant **and** to strike "full-time" **and** "or other medical specialty and current in ACLS/ATLS, NAEMSP desired." To change "Continuous Quality Improvement" to PSRO **and** to edit for Assistant **and** to change "may" to shall and to strike "as directed by the Board" **and** to edit to Assistant Medical Director **and** to strike "when authorized by proxy." in Article II Section 2.3 D Motion carries (Frisbie/Williams)

D. **5th District**-Anniston, GA 10-22to 10-28-2017- The session is filled up. Dina Smith is the contact person for the 5th District.

E. **Public At Large Member**-filling the position

E. **New Business:**

A. **Gray Death**-For information only Chet presented information on a new street drug named Gray Death. Reports are that no one knows exactly what the cocktail of this substance is.

B. **Michigan EMS Strategies Plans Goals**-Chet shared that this is in the writing stages at this point and he will distribute a copy to members when it becomes available.

C. **MCA Study**-A handbook has been created (in draft form at this time). Everything can now be found within this handbook which makes it much easier to look things up. A printed copy of this draft handbook was given to Drs. Chapman and Vaughn. Another copy was made available for review for those present. A workshop for individuals is scheduled for this fall (October).

- D. 5th District Regional Drug Bag-** A handout was made available to those present on the R5RMCAN EMS Drug Bag Contents List V1.0. together with a System Protocol Pharmacy Drug Box and IV Kit Exchange Policy. Dr. Chapman reiterated that handout was very concise, conclusive and helpful and listing very much up to date. This handout was brought about as an informational item. Steve's concern is tracking issues of the content of the bag and who is responsible. Discussion followed.
- E. KCC EMS Program Restructuring** - As an information item - Chet made the announcement that he may be leaving his current position but will be available for the October meeting. There will still be a KCC representative and there are still issues to be resolved. Will have more detail on this at the October meeting.

What went well What Went Well and What Needs to Improve - The majority of those attended reiterated the nice discussion held this morning and was glad to in attendance to recognize the service of Jim Stevens for his many years of service. With the departure of Jim and possibly Chet looking at losing a lot of past history of the group. Also looking forward to the changes with the new CCMA Director. Joshua felt a warm reception and stated he felt his first meeting was very informative and looking forward to the next meeting. Dr. Vaughn shared that we need to keep exploring.

Next Board Meeting scheduled for October 16, 2017, 9 am, at Kellogg Community College, Lane Thomas Building, EMS Conference Room

Announcements-None

VI. Adjournment-Motion to adjourn at 10:40 am. (Dalski/Williams)