

**MARQUETTE COUNTY EMERGENCY MEDICAL SERVICES
MEDICAL CONTROL AUTHORITY**

MINUTES

**Tuesday, March 2, 2004
7:00 p.m.**

**Marquette General Hospital
Conference Room B**

Members Present: Carol Leece, Carl Hosang, Paul Peterson, Pete Ghiringhelli, Michele Bahrman, Vince Bevins, Rich Harvala, Scott Hansen, Gary Johnson, Al Hendra, Mike Zorza, Brian Gleason, Teresa Schwalbach, Dave Guizzetti

Members Excused: Dan Wolf, Lyn Nelson, Dana Beaupied

Staff Present: Alyson Sundberg, Nicole Couveau, Richard Tomacari, D.O.

Others Present: Dennis Karuzas, UPHCN Regional MCAN Facilitator, Tom Flynn, Jim Tritten, Region 8 Bioterrorism Coordinator

- I. **Call to Order** – The meeting was called to order by Carl Hosang at 7:00 p.m. A quorum was present.
- II. **Introductions** – Those in attendance introduced themselves.
- III. **Public Comment** – Rich Harvala is present to discuss page 16 of the Communications Policy. See Communications Committee.
- IV. **Approval of Meeting Agenda – March 2, 2004** – Carl Hosang asked for approval of the meeting agenda of March 2, 2004. **Dr. Tomacari motioned to approve the March 2, 2004, meeting agenda as written. Motion seconded by Paul Peterson. Motion carried.**
- V. **Approval of Meeting Minutes – January 6, 2004** – Carl Hosang asked for approval of the Meeting Minutes of January 6, 2004. **Dr. Tomacari made a motion to approve the January 6, 2004 Meeting Minutes. Dave Guizzetti seconded the motion. Motion carried.**
- VI. **Action Items**

a) Replacement of MGHS Administration Representative – Mr. Al Hendra

Alyson reported that pages 9 and 10 of the packet include the notifications from Mr. Nemacheck to remove Dennis Boe from Medical Control as the MGH Administration Representative and replacing him with Al Hendra. **Dave Guizzetti motioned to approve, Dr. Tomacari seconded. Motion passed.**

We do not have a Vice Chair for this committee now, because it was Dennis Boe. Discussion regarding whether we can nominate and approve somebody for this position at this meeting even though it is not an action item on the agenda.

Action item will be added to the next meeting for the vacant Vice Chair position.

b) School of Emergency Medical Technology 2004 Advisory Committee Appointment

Alyson reported on page 11 of the packet, Dan Wolf is the representative for Marquette County to the School of EMT Advisory Committee. Alyson attended a meeting in his absence and it was asked that we have somebody from Medical Control on this committee. Alyson stated Mr. Nemacheck received the request for a Medical Control representative to serve on this committee and asked that she be the representative. This needs approval from the full MCA Board to be in effect. One of the items that came from this meeting was addressing requests to have a Basic EMT class for Marquette County again and that is currently on hold. **Pete Ghiringhelli made a motion to have Alyson serve on the committee. Dave Guizzetti seconded the motion. Motion passed.**

c) MediRide, Inc. Letter of Intent for Use of Epi-Pens

Alyson stated page 12 of the packet is MediRide's Letter of Intent to utilize Epi-Pens to their service with approval from MCMCA. **Pete Ghiringhelli motioned to approve this letter of intent, seconded by Paul Peterson. Motion passed.**

d) Regional Medical Control Network Committee Appointments

Alyson stated the UP Health Care Network requested that we appoint a representative from our Med. Control to serve on each of their committees. Dennis reported they have been talking with Mark Norris and John Howko from the MGH Education Department. The first committee they are looking at adopting is an Education Committee, but think it may be a redundant with the efforts of the School of EMT. An option that they are thinking about now is requesting a position on the Advisory Committee and reporting that information back to the Medical Control Network. They are going to put the Education Committee representative position on hold for now and will work through the system to come up with an agreeable plan. They want to establish a Protocol Committee to review state model protocols to see what role these protocols have taken on and in the future would hope to see one set of standardized protocols for all med controls. They are also looking at establishing a Performance Improvement Committee with representation from each med control. Mike Zorza suggested these positions be combined, because they would work hand in hand with each other. **Mike Zorza nominated Brian Gleason for the representative since he is the Chair of our Protocol Committee. Brian Gleason accepted the appointment to the UPHCN Protocol and Performance Improvement Committees.**

VII. Informational Items and Committee Reports

- a) EMS Medical Director's Report** – Dr. Tomacari reported that he has received some comments in the past few weeks and is suggesting we need to review reports. He is proposing that at the end of this meeting we review up to 4 run reports on a peer basis. Alyson reported that the QI Committee met before this meeting and reviewed 30 reports from one agency. The QI Committee has agreed to meet prior to the MCA meeting and review reports from one specific agency

each time. Once an agency's reports have been reviewed, the agency will be supplied with a written report of everything that was found and suggestions that were made. Alyson stated the QI Committee would like to have Dr. Tomacari sit on this committee. For peer review we have a statement from Pat Winton in MGHS Quality Management that is intended to cover us for liability and disclosure. After the next meeting we will plan on reviewing problem reports, and this meeting will be open to anybody. Tom Flynn added that we would like to see those bringing issues to Dr. Tomacari's attention present at these review sessions as well.

b) EMS Medical Control Coordinator's Report – Alyson presented the EMS Medical Control Coordinator's Report, addressing the issues as noted.

1. Ops & Interagency/Communications Committee Minutes – Alyson asked how we are going to address the upcoming radio changes, when we start sharing paging and talk frequencies with the fire departments. This has been deferred to Tom Flynn and Ron DeMarse to work on. Alyson also asked if we should open a position for the Marquette County Firefighters Association to hold on the MCA Board so they are aware of some of the topics we discuss. After further discussion on this issue we won't make an official position for them, but we will add the President of the Fire Fighters Association to the mailing list to receive the MCA meeting packets.
2. There are still a couple of EMS agencies that need to receive updates on Protocol Reviews, the Public AED policy and the updated Communications Policy.
3. Alyson stated that letters went out to the radio vendors about the radio channels and the upcoming changes, hoping to avoid redundant reprogramming work.
4. Training Committee meeting minutes are in the packet. They are still supporting an RN/Paramedic matriculation class. Alyson sent a request to NMU to review some of the current packages that other colleges offer, and they were interested, but their first suggestion was to bring it to Bay College as a community college because they are more likely to come up with that kind of program. National Registry does have a matriculation program, but we haven't been able to find it. Dennis is waiting on the program to be sent to him after speaking with a National Registry representative.
5. Protocol Committee has not met, but a meeting needs to be scheduled. There are about three or four items that need to be reviewed. They have the leftover protocols that were not revised last time. State model protocols for bioterrorism are here, Alyson is making changes to make it say Marquette County and then they will go to the Protocol Committee for review and approval.
6. The newsletters went out February 9, let Alyson know if there are any problems or issues with that. If you want anything added for the next one, please let Alyson know.
7. The AED Grant was closed and we requested two of them. It was awarded again to Cardiac Science, and we did ask for only two because we have people on the list, but we don't know if we are going to even get them. Last year's upgrade to Physio-Control was difficult, and we're hoping not to have to do that again.

8. Credentialing letters have been sent out to agencies from UPHCN and Alyson is following up on these letters.
9. The AED Mannequin has been ordered and received, and AED recertification classes are going on as required.
10. Run report totals were given to each service representative at the beginning of the meeting. The totals that are in them are for your own individual service. Behind that are the county run totals for most services.
11. The Board of Directors information sheet was passed out. If you have any changes to your information please be sure to let her know.
11. Alyson has a request from UPHCN to update rosters from agencies, and this request form was passed out.
12. Sally Davis from MGH, forwarded information on the Fire Grant to all the fire representatives on this committee, if you need one please let Alyson know.
13. When the meeting adjourns Dean Rushford, Marquette County Sheriff's Department, will be giving a demonstration on the Taser Gun, and EMS involvement in the treatment and care of a patient with probes still embedded.

C) Committee Reports

- i. Communications –
 1. *Central Dispatch Policy Board Meeting Minutes (1/15/04)*
 2. *Central Dispatch 2003 Year End Report (01/09/04)*
 3. *Ops & Interagency/Communication Meeting Minutes (2/10/04)*
 4. *WM Montgomery & Associates Recommendations (2/18/04)*

Mike Zorza reported on the Communications Committee. Alyson reported that Powell and Republic might want to look at this Communications information closely because there may be some major changes for them. Mike reported we would probably be best served by going to the Michigan Public Safety Communication System, if it can get the job done. Current users have been getting pretty good, if not excellent results.

Rich Harvala stated that the Ishpeming Township Rescue Unit feels we could be wasting their time/equipment if we have to wait until the transporting agency gets on scene to decide if the rescue unit should be cancelled. Paul Peterson also has a concern regarding the transporting unit canceling the rescue unit. Sometimes they have an accident and they don't have any need for the rescue unit. The primary/transporting unit shouldn't be the only one who can decide if rescue is needed. Alyson clarified that cancellation of the rescue unit needs only to be confirmed with the primary unit. First responders on the scene can say they do not need extrication and call that in to Central Dispatch. Central will then confirm with the transporting unit that the rescue unit is being cancelled. Paul Peterson and Rich Harvala both agreed to let the policy stand and see what other difficulties arise from the current wording, but both voiced their concerns that it may continue to cause problems.

- ii. Protocols and Quality Assurance –
 1. *Overview of 3/2/04 QI Meeting and Revised Review Process*

Alyson reported that she will schedule a meeting. They did have a QI meeting tonight before the meeting. This committee consists of Michele Bahrman, Pete Ghiringhelli, Don Manty, Dexter Clark, Carol Leece, Brenda Kurian, and Alyson Sundberg.

- iii. Operations and Interagency Relations Committee – No report.
 - 1. *Ops & Interagency/Communication Meeting Minutes (2/10/04)*
- iv. Training Committee – See discussion above.
 - 1. *Training Committee Meeting Minutes (01/29/04)*
- v. AED Committee – No report.
- vi. Pharmacy Committee –
 - 1. *Progress on new drugs and revised layout of drug boxes*

We did have a scheduled meeting, but only had 2 responses, Dan Wolf and Brian Gleason. Alyson asked for help from Carol Leece on getting the Pharmacist from Bell on board, and from Al Hendra for the Pharmacy from MGH to attend these meetings and finalize this project.

- D) UP-EMS Report** – Mike Zorza stated he has copies of a very rough draft on the EMS Agenda for the Future Planning Program project that was worked on last summer.

Carl Hosang requested permission to go beyond an hour for the meeting. Mike Zorza motioned. Pete Ghiringhelli seconded. Motion passed.

- E) Statewide EMS Committees Report** – Alyson reported on the new EMS rules and that they are awaiting signature from the legislature. The EMSCC has approved them. We do not have any idea how long this will take, but Alyson will send out an announcement as soon as the state releases the information.
- F) Regional Bioterrorism Grant Update** – Jim Tritten announced the March 25-26 quarterly Advisory Committee meeting. Jim would like to encourage all agencies and staff to try to attend this meeting. Also, Jim noted that the Central Division meets on the third Tuesday of every month from 1 – 3 p.m., and again all Marquette County EMS agencies are encouraged to attend. A CD-Rom is being distributed across the region for WMD training to each Medical Control. Jim is also working on a proposed simulation-based training program. Discussion on the Casualty Transportation System, defining the role of EMS in the venue of a very large scale mass casualty disaster, and PPE equipment, and trying to address the needs of equipment to provide protection to the provider are all issues being worked on by the HRSA grant committees. Again, all EMS agencies are encouraged to provide input into these programs. A Tabletop exercise is scheduled on March 4, 2004, at NMU, with registration at 9 a.m. Contact Cal Burdick to register. An invitation to this tabletop is on page 33 of the packet.

G) Regional Medical Control Authority Network Report

Dennis reported at the last meeting that Gary Gustafson applied for a grant for Car Seat Technicians. He reported that this grant was approved last week. Anybody interested in becoming a car seat technician, please let Gary know. The grant is being administered through MGHS.

H) Announcements and Service Reports –

- i. An EMS week letter is in your packet. Please let Cindy Johnson know ASAP if you plan on participating.
- ii. Camp 911 is the weekend before EMS week. Gary Gustafson doesn't have any specific job duties assigned for Camp 911 yet, but if you are willing to participate let Gary know. Camp 911 is the weekend of May 14 & 15.
- iii. Blood Glucose monitors are available in Alyson's office for anybody that hasn't already gotten them.
- iv. Skandia-West Branch is in the process of raising money for a new AED, they are selling Saykly's Easter Eggs for a fund raiser. They also had a resident pass away last month that donated all the money from the funeral to them, so it will go towards an AED.
- v. Forsyth is selling raffle tickets for an afghan for a new defibrillator.
- vi. ACLS Refresher and Provider course is scheduled at Bell on May 4, 5, & 6, and still has openings if anybody needs to recert or become ACLS certified.
- vii. Discussion regarding the FEMA grants, and whether or not Fire Operation and EMS equipment can be purchased with the FEMA grant money.
- viii. Dean Rushford will be providing a demonstration of the Taser M-26 gun at the end of the meeting.

IX. Motion by Pete Ghiringhelli to adjourn the meeting at 8:15 p.m. Dr. Tomacari seconded the motion. Motion passed. Next meeting, May 4, 2004, 7:00 p.m. Bell Memorial Hospital.

Respectfully Submitted,
Nicole R. Couveau
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Secretary