

Subject to Corrections and Committee Approval

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

MINUTES

**Tuesday, November 5, 2002
7:00 p.m.**

**Bell Memorial Hospital
Conference Room B**

Members Present: Jim Richards, Vince Rushlow, Pete Ghiringhelli, John Richards, Mary Johnson, Scott Hoiem, Lyn Nelson, Dan Wolf, Dr. Mlsna, Dr. Tomacari, Ned Cory, Gary Johnson, Carl Hosang, Brian Gleason, Dana Beaupied, Dave Guizetti, Mike Zorza, Carol Leece, Scott Hansen, Dan Pompo, Paul Peterson

Members Excused: Donna Day, Dan Everson, Teresa Schwalbach, Dr. Johnson, Errol Lukkarinen, Gary Vargo, Michele Bahrman

Staff Present: Alyson Sundberg

Others Present: Dennis Karuzas, UPHCN Regional MCAN Facilitator; Tammy LaCosse, UPHCN Credentialing Coordinator; Sue Liquia (Recording Secretary)

- I. **Call to Order** – The meeting was called to order by Jim Richards at 7:04 p.m. A quorum was present.
- II. **Introductions** – Those in attendance introduced themselves.
- III. **Public Comment** – There was no public comment.
- IV. **Approval of Meeting Agenda – November 5, 2002** – Jim Richards asked for approval of the meeting agenda of November 5, 2002. **Paul Peterson made a motion to approve the November 5, 2002 meeting agenda with the addition of Informational Item F) UPHCN Regional MCAN Network Report, and revising Action Item E) to include Michael Zorza’s appointment to the Central Dispatch Policy Board. Seconded by Scott Hoiem. Motion carried.**
- V. **Approval of Meeting Minutes – September 10, 2002** – Jim Richards asked for approval of the meeting minutes of September 10, 2002. **Pete Ghiringhelli made a motion to approve the September 10, 2002 meeting minutes with the correction of Item VI. (d), from “Republic Township” to “Richmond Township”. Seconded by Scott Hoiem. Motion carried.**
- VI. **Action Items**
 - A) **Meeting Schedule 2003** – The meeting schedule for 2003 was presented for approval. Meeting dates are January 7 (Bell), March 4 (MGHS), May 6 (Bell), July 1 (MGHS), September 2 (Bell), and November 4 (MGHS). **Motion to approve the 2003 meeting schedule by Dan Wolf. Seconded by Paul Peterson. Motion carried.**

B) Representative for Ely Township – Alyson Sundberg indicated correspondence is included in the meeting packet from Ely Township Supervisor, Ted Pepin, designating Carl Hosang as the Ely Township Medical First Responder representative, replacing Kevin Smith. **Motion to approve Carl Hosang as the Ely Township First Responder representative by Lyn Nelson. Seconded by Dan Wolf. Motion carried.**

C) Representative for Republic Township – Alyson Sundberg indicated correspondence is included in the meeting packet from Vicki Skogman, Republic Township Clerk, designating Scott Hansen as the Republic Township EMS representative, replacing Bruce Tapio. **Motion to approve Scott Hansen as the Republic Township EMS representative by Dave Guizzetti. Seconded by Dan Wolf. Motion carried.**

D) Appointment of Mike Zorza as Consumer Representative and Central Dispatch Policy Board Representative - Alyson indicated that Mike Zorza requested appointment to the Marquette County EMS Medical Control Authority as a Consumer Representative. Approval of Mike's appointment to the MCMCA will also allow reappointment to the Marquette County Central Dispatch Policy Board as an EMS representative. Jim Richards invited any member of the Board who wished to be considered for the Central Dispatch Policy Board to express their interest. All members presented declined. **Motion to approve Michael Zorza to the Marquette County EMS Medical Control Authority as a Consumer Representative, and also to the Central Dispatch Policy Board as an EMS Representative made by Scott Hoiem. Seconded by Mary Johnson. Motion carried.**

E) Services Operating in Marquette County (Revision dated 11/5/02) – Alyson presented a revised copy of the Services Operating in Marquette County (Part 2, Section 1) for approval. Lyn Nelson indicated that the address for Sands Township was incorrect, and provided the correct information. Paul Peterson noted that Michigamme-Spurr First Responder Team should be listed as a Medical First Responder agency. Scott Hoiem and the Marquette County Rescue Unit should both be listed *as Non-Transporting Pre-Hospital Basic Life Support Units. Marquette Township Fire Department should also be listed as a Medical First Responder agency, as should Skandia-West Branch Township Medical First Responders.* Carl Hosang noted that Ely Township First Responders show that they are participating in the Epi-Pen program, which is incorrect. Mike Zorza provided the group with an explanation of the licensure levels. **Motion to approve the Services Operating in Marquette County, with the corrections as noted above by Lyn Nelson. Seconded by Scott Hoiem. Motion carried.**

F) Resignation Letter from Jim Richards – Alyson stated that the meeting packet included a letter from Jim Richards, dated Oct. 17, 2002, indicating his resignation from Marquette General Health System effective January 3, 2003. The letter stated that he would be resigning as a member of the Medical Control Authority effective December 31, 2003. Upon further discussion with the Board, and based on the next meeting date of January 7, 2003, Mr. Richards will remain the Board Chair through January 7, to provide coverage until the 2003 Annual Meeting. **Motion to approve the resignation of Jim Richards effective January 7 at the close of the Annual Meeting, with great regret, made by Pete Ghiringhelli. Seconded by Scott Hoiem. Motion carried.**

VII. Informational Items and Committee Reports

A) EMS Medical Director's Report - Dr. Tomacari was present and had no problems or concerns to report from the Emergency Department physicians or staff. He voiced his appreciation to Jim Richards for his years of support to prehospital care and all of his efforts to the Marquette County EMS Medical Control Authority. Dr. Mlsna was also present, and did not have any concerns to forward to the members.

B) EMS Medical Control Coordinator's Report – Alyson Sundberg indicated that the Bioterrorism Medical Response Preparedness Grant program application was approved, and the contract period started on October 1. The Regional Hospital Bioterrorism Coordinator position and the Grant Medical Director positions should be filled shortly. She advised the Authority that after a Training Committee meeting held on October 30, which included key individuals from the School of Emergency Medical Technology, an EMT-Specialist course is pending. More information will be coming from the School of EMT as details are put together. Alyson stated that annual license renewals have been signed and submitted to MDCIS for most agencies, with the exception of a few. Many agencies did not submit their personnel roster with their information, and will forward it to the MCA office as soon as possible. Alyson attended the Regional Medical Control Authority Network (MCAN) meeting, and there is still an available position to represent Marquette County on this Committee if anyone is interested. An Incident Management Training seminar was held in Marquette on October 17 that Alyson attended, and she stated that it was informative and interesting. If it offered again locally, it would be well worth the time spent to attend as the speaker was very enthusiastic and knowledgeable. Alyson noted that a letter from the St. Peters Cathedral was included in the packet, inviting all EMS personnel to attend their non-denominational church service on Thanksgiving Eve, as they would be honoring EMS personnel (and Fire/Law) at this service. All are welcome and encouraged to attend. Alyson indicated that she has been attending local EMS agency meetings, reviewing with them some of the items in the Marquette County Medical Control Plan, and trying to answer any questions that their providers might have. She also stated that she assisted a number of EMS services prepare for their Agency Inspections. Any other agencies who are still awaiting their inspection is encouraged to call the MCA office for assistance getting their documentation ready. Alyson noted that a number of EMS agency representative terms on the Board of Directors are expiring on 12/31/02. These include the Tilden Mine EMS First Responders, Marquette City Fire & Rescue, MGHS EMS, Republic Township EMS, MGHS Emergency Department, Michigamme-Spurr Township First Responders, Central Dispatch, Marquette County Rescue 131, and Sands Township EMS. All agencies have been contacted for re-appointment letters. Alyson indicated that a letter was distributed at the start of the meeting in regard to the Marquette County Search and Rescue Unit, from Sheriff Lovelace. The MCSAR unit will not be renewing their MFR license, and it was requested that Alyson send them a letter acknowledging their decision to no longer be licensed, as well as a participant in the EMS Medical Control Authority. Alyson noted that the Medical Control Authority webpage was now up and running at www.mghems.org, and located under “Services”.

C) Committee Reports

- i. Communications – The committee did not meet, per Chair Mike Zorza.
 1. *Central Dispatch Policy Board Meeting Minutes – August 15, 2002* – Minutes were included in the meeting packet.
 2. *Central Dispatch Policy Board Meeting Minutes – September 19, 2002* – Minutes were included in the meeting packet.

Also, Gary Johnson provided an update on the 800 mgHz system, specifically the availability of Motorola and EF Johnson radio approval, with portable radio approval coming soon. Volume discounts would apply for purchases. He is anticipating an additional \$60,000 in grant funding for radios by the end of 2003. The Kenwood radios are being looked at, and should be approved for purchase shortly. He also indicated that the 800 mgHz system is now fully operational.

- ii. Protocols and Quality Assurance - The committee did not meet, per Chair Scott Hoiem.
 - 1. *Letter from MDCIS dated September 17, 2002* – The letter indicated that the protocols submitted following the May 2002 Medical Control Authority meeting have been approved by the Quality Assurance Task Force and may be put into effect. This was received after the letter submitted from the MCMCA to MDCIS acknowledging approval as the 60-day waiting period defined in PA 179, Section 20919 had already expired.
- iii. Operations and Interagency Relations – The committee did not meet, per Chair Dan Wolf.
- iv. Training
 - 1. *Meeting Notice with School of EMT Representatives.* – See above. Committee Chair, Mike Zorza, reiterated that the meeting with the School of EMT representatives on October 30 seemed to be very productive, and opened the table to a number of issues that could be worked on, including continuing education programs, new program development, and use of current I/C's in the County. Lyn Nelson asked if there was a discussion regarding continuing education, and Mike noted that we did discuss the current programs in the area and the need for additional opportunities, as well as again, using our available I/C's for these. Continuing education availability for local providers was also discussed, and whether or not the School of EMT would continue to provide ongoing education opportunities. Issues that still needed to be worked out were the details of this type of program, including costs. There were multiple ideas that came from the meeting, and it was hoped that similar sessions could be planned in the future. Minutes for this meeting will be distributed in the next meeting packet.
- v. AED Committee – The committee did not meet, and the Chair was not present.
- vi. Pharmacy Committee – The committee did not meet, per Chair Dan Wolf.

D) UP-EMS Report – Mike Zorza provided a thank you to all those who assisted with an exceptionally well-run and successful UP-EMS Conference, and gave background information regarding the potential for the Conference to not have been available and was happy to report that it went so well. Mike also stated that the UP-EMS inspections around the region have been going very well, and the agencies seem to have been well prepared, making it much easier to efficiently get through the inspection process. He gave an update on the Rural Community Development program, and stated that Alyson and Dennis were involved in some information and resource sharing sessions to get all of the regional initiatives on the same track and avoid repetitive efforts.

E) Statewide EMS Committees – Dan Wolf reported that the Statewide EMS Committee did not meet.

F) Dennis Karuzus – Dennis gave an update on the Regional Medical Control Authority Networking project. He introduced Ms. Tammy LaCosse, NREMT, as the newly hired Credentialing Coordinator, who will verify all EMS provider licenses in the region, and keep an ongoing database of a number of areas in the future, potentially including ACLS, BCLS, etc. Dennis also shared the activity of the group to date, including their organizational meeting, and the establishment of an Executive Committee. This group will be meeting in December to begin addressing the issues identified in the grant documents. These include the education network and continuing education for EMS providers as well as I/C's. This was identified as a concern in the region. Also, Dennis has been visiting all of the regional Medical Control Authorities to get information on their current systems, and has been reviewing their Quality Improvement programs. He is hoping to put together a program that will allow the best components of each into a Quality Improvement program that will be both provider friendly and statistically useful.

IV. **Announcements and Service Reports** – There were no additional announcements.

V. **Public Comment** – There was no Public Comment.

VI. **Adjournment** – There being no further business, **Scott Hoiem made a motion to adjourn the meeting. Seconded by Pete Ghiringhelli. Motion carried.** The meeting adjourned at 8:16 pm.

Respectfully Submitted,

Suzanne M. Liquia

Suzanne M. Liquia
Recording Secretary