

Minutes for Calhoun County Medical Control Authority (CCMCA)

Location: Kellogg Community College, Student Center- Kellogg Room and Zoom

Date: November 6, 2023

Time: 12:30pm- 2:00pm

Attendance:

| | |
|---|---|
| Angie Brown Oaklawn Hospital | Lori Phillips Lifecare Ambulance |
| Dr. Ginger Swiderski Bronson, Emergency Medicine | Martin Erskine County Fire Chief – Urban Rep. |
| BCFD | Michael Armitage Calhoun County Central Dispatch Authority |
| Betsy McDavid ACA/JCA | Nick Smith Executive Board MAFFAA |
| Brian Walls Albion Community Ambulance | Steve Frisbie Lifecare Ambulance |
| Clark Imus Secretary/ Treasure KCC EMS | Theresa Dawson Vice Chair Oakland Hospital |
| Daryl Cummins County Fire Chief – Rural Rep. | Tracy Hickey BBC Hospital |
| Dorothy Malcom BBC Hospital, CCMCA Chair | |
| Jay Rudabaugh KCC EMS | |

Call to Order:

Dorothy Malcom at 10:08 AM, EST, by Chairperson, Dorothy Malcom.

Additions or Deletions

None At this time.

Introductions requested by Chairperson, Dorothy Malcom

See Attendees as displayed in the table above.

Approval of Minutes, Dorothy Malcom

Martin Erskine motioned to approve the meeting minutes from January 17th, 2023, as presented. Steve Frisbie seconded the motion, which was subsequently approved.

Public Form, Dorothy Malcom

None currently.

Reports

Medical Director Report, Dr. Swiderski

None currently.

Financial Report

Clark Imus delivered a report based on the previous quarter's meeting, which occurred on March 31, 2023. The April meeting had to be canceled due to scheduling conflicts. At present, the CCMCA holds cash assets totaling \$88,115.74, and our mutual funds are valued at \$118,482.96, resulting in a total net asset of \$206,598.70. There are currently no identified liabilities, revenues, or expenses.

For the current month, revenues showed an Investment Income loss of (2,595.71), and Expenses of (4,768.49) so reported. These expenses primarily pertain to medical direction and meeting refreshments.

The Financial Report was presented and motioned for approval by Nick Smith and Steve Frisbie.

KELLOGG COMMUNITY COLLEGE
CCMCA - Financial Statements
July 31, 2023

| <u>ASSETS</u> | | <u>6/30/2023</u> |
|-------------------------|----------------------|---------------------|
| Cash - held by KCC | \$ 88,115.74 | \$90,288.52 |
| Mutual Funds - RW Baird | 118,482.96 | 121,078.67 |
| Loans Receivable: | - | - |
| Total Net Assets | <u>\$ 206,598.70</u> | <u>\$211,367.19</u> |

NOTE - There are no known liabilities.

| <u>REVENUE & EXPENSES</u> | | |
|-------------------------------|----------------------|----------------------|
| Revenue | | |
| Investment Income (Loss) | \$ (2,595.71) | \$ 6,702.27 |
| Other | - | - |
| Total Revenue | (2,595.71) | 6,702.27 |
| Expenses | | |
| | <u>2,172.78</u> | <u>19,245.64</u> |
| Revenue over (under) expenses | (4,768.49) | (12,543.37) |
| Beginning Net Assets | <u>211,367.19</u> | <u>223,910.56</u> |
| Ending Net Assets | <u>\$ 206,598.70</u> | <u>\$ 211,367.19</u> |

| Cash Proof | |
|----------------------------------|---------------------|
| Cash held, beginning of the year | \$ 90,288.52 |
| Revenue received | - |
| Expenses paid | (2,172.78) |
| MAFF repayments | - |
| Cash held, end of the year | <u>\$ 88,115.74</u> |

Old Business

Reduction of Lights and Sirens Response to Scene Section 8-2- Steeve Frisbie

Currently, there hasn't been significant progress. They've embarked on a new project in collaboration with 911, focusing on radios and related matters, which has consumed their time. Additionally, they haven't had the opportunity to convene a committee meeting.

Steve Frisbie expressed his determination to continue pushing for these improvements, and Clark Imus mentioned that they will schedule another meeting. Clark Imus is keen on facilitating this meeting within the 2023 protocols.

The process revolves around initially assigning a lower priority to calls and then adjusting to the right priority once someone arrives. In essence, their goal is to reduce the number of instances where lights and sirens are used for responses. This adjustment has also proven to decrease the number of calls to fire departments.

Another critical aspect is to minimize safety risks and ensure that the appropriate resources reach the patient at the right time. This could ultimately lower costs for first responder agencies, reducing the frequency of unnecessary callouts.

A motion was made to move dissolve the Reduction of Lights and Sirens Response committee and move the discussion and recommendation to the current 2023 Protocol Review Committee to review the use of Lights and Sirens Response protocol. Motion for approval by Clark Imus and Steve Frisbie. Motion carried.

PSRO Meeting Update- Dr. Swiderski/Clark Imus

No report from Dr. Swiderski. The PSRO Committee has establish an updated list of participants to best represent the full EMS System including Medical First Responders and Dispatch membership. For the current list of Members within PSRO please see the below roster. Additionally, PSRO is working to pull reports automatically rather than relaying on the Life Support Agencies to provide QA/QI data.

CCMCA Board, Advisory Committee, and PSRO Membership: https://kellogg0-my.sharepoint.com/:b:/g/personal/imusc_kellogg_edu/EWo-TfjZdbxMv1jNQwCXZ9kB74P4fbK9LOm0suvWE4NjJw?e=0dnX36

By Law Compliance Issue- Clark Imus/ Dr. Swiderski

The CCMCA Executive Board voted in favor of the adoption of the updated 2023 CCMCA bylaws. The vote received from electronic ballot in the affirmative, 10/10 votes in favor of adoption during a special emergency board meeting held on 10/23/23. A motion to implementation of the CCMCA 2023 bylaws effective immediately, 11/6/2023 was made by Clark Imus, supported by Steve Frisbie. Motion approved.

Moving forward the CCMCA EMS Advisory Committee will meet on the fourth Wednesday of the month, each month, from 0900-1000. The CCMCA Board will meeting quarterly (January, April, July, October).

Copy of 2023 CCMCA Bylaws: https://kellogg0-my.sharepoint.com/:b:/g/personal/imusc_kellogg_edu/EWqjxjyTUJIHpEKbZXLr5SIBroFq74pYqwGxYR_F56b_A?e=40zNbR

New Business

Protocol Committee

The upcoming review of new protocols in 2023 and the establishment of a dedicated committee for their evaluation are vital steps in the ongoing efforts of the CCMCA to adapt to the evolving requirements set by the State of Michigan. Correcting our bylaws is the first crucial action towards this end. The proactive approach taken by the committee underscores our commitment to maintaining a robust and efficient healthcare system. In this regard, we have scheduled multiple meetings to thoroughly discuss these proposed changes and the new protocols. We acknowledge that the short notice may be inconvenient, but we believe that addressing these important matters promptly is in the best interest of all members.

Lastly, we are seeking individuals interested in forming a protocol review committee. The committee's role will be pivotal in ensuring the meticulous review, refinement, and alignment of protocols with our objectives. If members wish to volunteer or have recommendations, please let Clark Imus know at your earliest convenience.

Links to the protocol files for their review. A comprehensive understanding of these protocols is imperative to maintain the highest standards within the organization.

- [Protocol File 1 - Sections 1-10 Protocols PDF](#)
- [Protocol Summary Document and Adoption Recommendations from 2023 CCMCA Protocol Committee](#)

CCMCA Support – WMed – Dorothy Malcom

Discussion on the level of CCMCA administrative support and requirements set forth by the State of Michigan has continued to grow, exceeding the current capabilities of the partnership with Kellogg Community College. To ensure the requirements for the CCMCA are met and in line with best practices, a motion to utilize WMed MCA support was made by Dorothy Malcom. Discussion outlined challenges within the current structure of the CCMCA. By partnering with WMed the daily operation of the CCMCA, PSRO, Education, and other committee work will provide the necessary support to meet the MCA requirements. Additionally, Kellogg Community College will continue to remain as the fiduciary for the CCMCA and will maintain the current position of Secretary/Treasurer by Kellogg Community College and Clark Imus. This support will provide a foundation for growth and support to our EMS providers.

The cost associated with the partnership provides a 0.15 FTE support position and provides a new medical director for the CCMCA who will have privileges at both Bronson Battle Creek and Oaklawn Hospital. The cost associated with the use of WMed \$45,000.00/year. Currently, the CCMCA pays the medical director \$20,000.00/year. The original contract with Kellogg Community College and the CCMCA provided administrative support at 8 hours/week in lieu of Medical Director support for the EMS Education; however, in recent years Kellogg Community College has moved away from the CCMCA Medical Director.

Additionally, the partnership with WMed will not supersede the CCMCA's autonomy regarding decisions. The CCMCA has cash on hand to pay for a year of support while we work to update dues to support this new budget. Additional conversations are scheduled to take place with WMed and the CCMCA Board for contract review and adoption.

A motion to align support with WMed at the outlined cost per year, utilizing cash on hand and subject to contract negotiations was motioned by Martin Erskine and supported by Clark Imus, motion approved. Additional information will be provided at the next CCMCA Board meeting.

Adjournment

Motion to adjourn by 54:52 and supported by Steve. This concluded at 11:03 PM.