

**HEMS, INC.**  
**MEDICAL CONTROL ADVISORY BOARD**  
**MEETING MINUTES**  
**THURSDAY, MAY 10, 2007**  
**WAYNE COUNTY PUBLIC HEALTH BUILDING**

**I. CALL TO ORDER**

The meeting was called to order by Mark Bacigal D.O., Medical Director.

- A. A warm welcome was extended to the 2007-08 MCAB membership.
- B. A moment of silence followed for Dr. Brad Pflaum.

**II. ADOPTION OF THE AGENDA**

Additions and/or modifications to the agenda.

**III. CONFLICT OF INTEREST**

Declaration of conflict of interest by meeting participants

**IV. MINUTES**

A motion was passed to approve the April 12, 2007 meeting minutes

**V. COMMITTEE REPORTS**

- A. Nurse Managers- Char Teeter and Chas Arnold.
  - 1. Mental Health System Partnership projects finalized include survey for EDs and ED patient clearance information forms for Mental Health system.
  - 2. Ramping up for the May 16 exercises.
  - 3. Safe Delivery packet information was discussed.
- B. Communications-Bill Forbush  
HAM Radio operator training is being offered.
- C. Operations Committee-Rob Bruley and Rick Oziemski
  - 1. Grosse Ile – A motion was passed to recommend MDCH approval of the application for licensure of a Boat at the LALS Level (Emergency application submitted to MDCH).
  - 2. License renewal applications  
The Following EMS agencies have met all the requirements and received a motion of approval to have privileges continued for operation in the MCA during the 2007-08 licensure period:  
Allen Park Fire  
Dearborn Fire  
Dearborn Heights Fire  
Livonia Fire  
Concord EMS  
Garden City Fire  
Hart Medical  
Lincoln Park Fire  
Rapid Response EMS  
Wayne Fire  
Westland Fire  
Woodhaven Fire  
Wyandotte Fire  
Flat Rock Fire  
Gibraltar Fire

Grosse Ile Fire  
Ford Motor Company  
Rockwood Fire  
Unisys  
Sumpter Fire  
Survival Flight/Marlin Air

Previously approved:  
CEMS  
DMCare Express  
Superior Ambulance

3. Current draft was distributed. Dr. Bacigal will review and provide comments to the Sub Committee.
- D. Pharmacy-Debbie Wagner  
Comments and suggestions for the medication box are being reviewed to finalize the upgrade.
- E. Disaster-Wayne County Homeland Security/Emergency Management – No report
- F. NDMS – Ken Bresnan – No report
- G. Region 2 South – Jenny Atas M.D.
  1. Agencies interested in housing an MCI Trailer should communicate this in writing to Region 2 South.
  2. Triage Cards have been printed by the Region 2 South and will be distributed.
  3. Basic Disaster Life Support courses are being scheduled; course flyer was distributed.
  4. Region 2 South will be very involved in the May 16 pan Flu exercise with HAN messages beginning on the 14<sup>th</sup>.
- H. Quality Review-Dr. Bacigal
  1. National Registry sign-off on personnel renewal forms –Second Notice!

A motion was passed to approve the following procedure to obtain physician sign-off for National Registry renewal:

THAT NATIONAL REGISTRY SIGN-OFF FOR LICENSE RENEWAL IS TO BE SUBMITTED BY THE AGENCY TO THE AGENCY'S PHYSICIAN DIRECTOR. A LETTER MUST BE INCLUDED SIGNED BY THE AGENCY CHIEF/CEO TO CERTIFY THAT ALL OF THE QUALITY AND OTHER REQUIREMENTS LISTED ON THE FORM HAVE BEEN MET BY THE INDIVIDUAL/AGENCY. THEN THE AGENCY'S PHYSICIAN DIRECTOR CAN SIGN THE FORM.

## VI. OTHER BUSINESS

- A. **Annual MI 1/HEMS Annual Golf Outing is scheduled for July 24 (Links of Novi) Please mark your calendar! Also, sponsor supported is needed and appreciated for hole sponsors, door prizes, raffle prized, and grab bags.**
- B. **EMS Week is May 20-26.**
- C. It was brought up that EMS units have been noticed to be using lights and siren in a manner that is not consistent with the Lights and Siren Protocol. It was suggested that all EMS agencies have their crews review this protocol.
- D. Safe Delivery of Newborns Site to order kits and other free items was distributed.

## VII. CLOSURE

- A. The next meeting of the MCAB is June 14, 2007.
- B. Adjournment to the Service/Physician Director CQI meeting.

Respectfully submitted by

Robert Miljan  
Secretary