

Designation Subcommittee Meeting Minutes
Tuesday, January 10, 2017
Bureau of EMS, Trauma and Preparedness

Attendees: Holly Bair, Todd Chassee, Rita Cox, Deborah Falkenberg, John Kepros, Sujal Patel, Wayne VanderKolk, Christopher Wagner, and Jon Walsh

Staff: Tammy First, Suzie Karls, Cheryl Moore and Eileen Worden

Call to order in open meeting at 9:02 a.m. and public notification was posted.

Roll Call

Approval of Minutes: The minutes from the September 16, 2016 meeting were approved.

New Business:

- Three in-state verification requests have been received. Two requests from Region 5; a level III and IV and one request from Region 3; a level IV. The level III request in Region 5 has been scheduled for March 21, 2017. The other two requests are in the scheduling process. There is also a focused review that will be scheduled for the spring. The focused review documents are being finalized and will be posted on the Trauma Section’s website in the next two weeks. The committee members were encouraged to read the focused review documents as the members will be participating in focused reviews in the future.
- The Trauma Section will be reminding trauma facilities of the December 31, 2017 provisional deadline to be in the designation process. If facilities are not in the designation process by December 31, 2017, destination decisions will need to be made. Due to the deadline, the State may experience a bottleneck towards the end of 2017 into 2018. The Trauma Section is planning as much as possible, but there is no way to predict when the requests for site visits will be received. Anecdotal evidence from the field seems to indicate that acute care facilities intend on submitting applications for verification/designation. Depending on the amount of requests that are received, this committee may be asked to extend meetings and/or meet every month to get through the crunch.
- The March 7, 2017 Designation Subcommittee meeting is canceled due to lack of designation applications. The May 9, 2017 meeting will include a full agenda with up to eight ACS-verified designation applications, three in-state applications, and one focused review. It is important for the full committee to attend.
- The appointments for STAC have been extended for a year through 2017 to retain the experience and expertise for guidance with the verification/designation process along with the trauma system development.
- There was discussion about filling the vacant positions and the Trauma Section will work on addressing the current vacancies.

A motion was made and approved to move into closed session at 9:20 a.m. and public notification was posted.

Review of Designation Applications: The Designation Subcommittee reviewed and discussed the designation applications during the closed session.

A motion was made and approved to move into open session 9:42 a.m. and public notification was posted.

Vote: The committee moved back into open session where a motion was made and seconded for the subcommittee’s recommendation regarding designation. The facilities are listed below:

Facility	Level	Status	Vote	Recused	Comments
Covenant Healthcare – Peds	II	Re-Designation	N/A	Patel Falkenberg	Application moved to May meeting due to lack of quorum (two members required to recuse themselves)
Crittenton Hospital	III	Designation	9 Yes/0 No		
St. John Macomb Oakland	III	Designation	9 Yes/0 No		
St. Joseph Mercy Hospital	I	Designation	9 Yes/0 No		

UP Health System – Marquette	II	Designation Extension	9 Yes/0 No		
Hills and Dales General Hospital	IV	In-State Verification/ Designation	9 Yes/0 No		One year designation with focused review.

Public Comments: No comments.

Next Meeting: Tuesday, May 9, 2017, 9 a.m. - 12 p.m. at MCEP. Note, this meeting is being extended until noon.

Adjournment: 9:48 a.m.