

Designation Subcommittee Meeting Minutes  
Tuesday, January 8, 2019  
Bureau of EMS, Trauma and Preparedness

**Attendees:** Joseph Buck, Todd Chassee, Rita Cox, Deborah Falkenberg, John Kepros, Mark Kerschner, Christine McEachin, Sujal Patel, Mark Puls, Wayne VanderKolk, Chris Wagner and Jon Walsh

**Staff:** Doug Burke, Helen Berghoef, Tammy First, Theresa Jenkins, Cheryl Moore and Eileen Worden

**Call to order in open meeting at 9:00 a.m. and public notification was posted.**

**Approval of Minutes:** The minutes from the November 13, 2018 meeting were approved.

**New Business:**

- Currently 82 facilities are designated, 7 site visits are scheduled through April, three of which are focused visits, and 34 hospitals have submitted a request for verification and are in the queue for a site visit.
- The March 5, 2019 Designation Subcommittee meeting will include three in-state verification/designation applications, two focused visit reports and up to 4 ACS verified designation applications.
- To assist the Designation Subcommittee members as they conduct on-site focused reviews, they were given a document with tips for a successful on-site focused review visit. Todd Chassee and Chris McEachin were thanked for their assistance in creating the document. There was discussion on the benefit of having facilities do a PowerPoint presentation at the beginning of the visit and providing more specific information on why a deficiency was given and what the facility should be improving.
- The committee was given an interim report on the collaborative with MTQIP for Level III Risk-Adjusted Benchmarking. The collaborative is a pilot project and the reports that are generated by MTQIP are aggregate and are going out to the regional trauma networks.

**A motion was made and approved to move into closed session at 9:15 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 10:07 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
UP Health System - Marquette	II	Re-Designation Extension	12 Yes/0 No	N/A	Two year extension
Ascension Macomb-Oakland Hospital	IV	In-State Verification/Designation Extension	11 Yes/0 No	Buck	Two year extension
Bronson Battle Creek	III	In-State Verification/Designation Extension	10 Yes/0 No	Cox/ Kerschner	Two year extension
Bronson South Haven	IV	In-State Verification/Designation	10 Yes/0 No	Cox/ Kerschner	Three years
Paul Oliver Memorial Hospital	IV	In-State Verification/Designation	12 Yes/0 No	N/A	Three years
Spectrum Health Big Rapids	IV	In-State Verification/Designation	12 Yes/0 No	N/A	One year with on-site focused review

**Adjournment:** 10:11 a.m.

**Next Meeting: Tuesday, March 5, 2018, 9 a.m. – 11 a.m. at the Bureau of EMS, Trauma and Preparedness, 1001 Terminal Road, Lansing, MI 48906**