

Designation Subcommittee Meeting Minutes  
Monday, September 20, 2021  
Bureau of EMS, Trauma and Preparedness

**Attendees:** Joseph Buck, Todd Chassee, Rita Cox, Deborah Falkenberg, Mark Kerschner, Christine McEachin, Benjamin Mosher, Sujal Patel, Mark Puls, Penny Stevens, Wayne Vanderkolk, Chris Wagner

**Staff:** Aaron Brown, Doug Burke, Helen Berghoef, Tammy First, Deb Detro-Fisher, Theresa Jenkins, Denise Kapnick, Eileen Worden

**Call to order at 8:00 a.m.**

The Chair was granted temporary authority to make the motions. No objections will mean the motion will pass.

**Approval of Minutes:** The minutes from the February 10, 2021 meeting were approved. Motion made by Vanderkolk, all in favor.

**New Business:**

- The postponement of site visits due to COVID has created a backlog of hospitals requiring site visits. Currently there are 20 hospitals expiring in 2021 (3 Level IIIs, 9 level IVs, and 8 focused visits), 22 hospitals expiring in 2022 (2 Level IIIs and 20 level IVs), and there are 20 hospitals (1 Level III and 19 level IVs) in the queue awaiting a verification visit.
- Tammy First and Theresa Jenkins gave a PowerPoint presentation on the virtual site visit process.
- Education on the virtual verification process will be provided in a few ways. Reviewers will have the opportunity to learn more about the technology piece of the virtual visit process in October/November. Tammy and Theresa will be presenting details about the virtual verification process at the December Michigan Trauma Coalition meeting. This presentation will be recorded and posted on the state trauma website. Tammy and Theresa will also hold office hours for any hospital that wants to learn more about the virtual visit process.
- A position statement regarding in-state verification visits for 2022 was presented to the committee. BETP plans to use virtual verification visits as the vehicle to address the backlog of verification visits due to the suspension of visits. Once in-state verification visits are back on track, the state will start to develop a process to conduct verification visits both in person and virtual. A motion was made by Vanderkolk to approve the position statement, all in favor.
- The BETP has been meeting with legal regarding the Open Meetings Act and the ability to continue holding committee meetings virtually. The Designation Subcommittee does not fall under the Open Meetings Act because the committee is advisory and not named in statute or administrative rules and can continue to meet virtually without constraints.
- The seats on the State Trauma Advisory Committee (STAC) will be expiring on 12/31/21. Applications for the expiring seats will be on the state trauma website in October.

**Review of Designation Applications:** The Designation Subcommittee reviewed and discussed the designation applications. The subcommittee voted on the designation recommendation for each facility listed below:

Facility	Level	Status	Vote	Recused	Comments
Detroit Receiving Hospital	I	Re-Designation Extension	12 Yes/0 No	N/A	Three year extension
Sparrow Hospital	I	Re-Designation Extension	10 Yes/0 No	Mosher/Stevens	Three year extension
Ascension St. Mary's Hospital	II	Re-Designation	12 Yes/0 No	N/A	One year
McLaren Flint	III	Re-Designation	12 Yes/0 No	N/A	Three years
Munson Medical Center	II	Re-Designation	12 Yes/0 No	N/A	Three years
Oaklawn Hospital	III	In-State Verification/ Designation Extension	12 Yes/0 No	N/A	Two year extension
Eaton Rapids Medical Center	IV	In-State Re-Verification/ Re-Designation	12 Yes/0 No	N/A	Three years
ProMedica Monroe Regional Hospital	III	In-State Re-Verification/ Re-Designation	12 Yes/0 No	N/A	One year
DMC Huron Valley Sinai	III	In-State Verification/ Designation	12 Yes/0 No	N/A	Three years
St. Joseph Mercy Chelsea Hospital	IV	In-State Verification/ Designation	12 Yes/0 No	N/A	Three years

**Adjournment:** 9:46 a.m.

**Next Meeting:** The November 2, 2021 meeting is cancelled.