

FOX VALLEY REGIONAL TRAUMA EXECUTIVE COUNCIL

	AGENDA
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X	MINUTES
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	INVITED TO ATTEND
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X	PRESENT
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MEETING OF: Fox Valley Executive Council
(RTAC) meeting

DATE: November 10, 2004

TIME: 5:00 pm

PLACE: Wild Rose Community Memorial Hospital
Wild Rose

PRESIDING: Jim Piper

RECORDER: K.Stanislaus

NEXT MEETING: December 8, 2004
Liberty Hall, Kimberly

Present:

EC Members: Jim Austad, Boris Berejan, Bill Brown, Dan Fifield, Chris Hugo, Mark Kehrberg, Jim Piper, John Porrey, Kelly Stanislaus, Ann Younger-Crandall

Other: Travis Anderson, Suzy Arter, Tracey Froiland, Jeff Grimm, Cliff Lehman, Ron Molony, Eric Ostermann, Marianne Peck, Michelle Peters, Brian Schertz, Dave Schultz, Dawn, Shuman, Sharon St. Louis, John Walsh

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Call to order	J. Piper		<ul style="list-style-type: none"> • Meeting called to order
Approval of Minutes from September meeting	J. Piper		<ul style="list-style-type: none"> • Minutes approved
Triage and Transfer guidelines	J. Piper	<ul style="list-style-type: none"> • Triage and transfer guidelines reviewed. 	<ul style="list-style-type: none"> • Document voted and approved.
Open Executive Council positions for 2005	J.Piper	<ul style="list-style-type: none"> • Open Executive Council positions for 2005 and candidates for the positions: <ul style="list-style-type: none"> • Prehospital provider- • Jim Austad 	

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
<p>RTAC Coordinator Position</p>	<p>K. Stanislaus</p>	<ul style="list-style-type: none"> • Trauma Coordinator <ul style="list-style-type: none"> • Kelly Stanislaus • John Walsh • Hospital Administrator <ul style="list-style-type: none"> • William Brown • Ron Molony • Dawn Shuman • Jim Piper • Members at Large - 2 positions <ul style="list-style-type: none"> • Bill Brown • Jim Piper • Sharon St. Louis • Dave Schultz • Dawn Shuman • John Walsh • Fox Valley Medical Control Authority- changes with change in Medical Director position • Positions accepted for the open positions at the meeting or by 9am the day after the meeting (November 11th) • The vote will take place at the December meeting. • Terms for two years • A subcommittee met before the November meeting to put together a job description and discussed the options for hiring. The job description will be posted on the RTAC website, sent to all RTAC members and posted in the Post Crescent and surrounding newspapers. Jeff Grimm will send out to Theda Star mailing list. The person hired will be payed \$50,000 (this includes travel, mileage and all benefits) as a one- year contract employee of the RTAC. • Dr. Kehrberg will talk with the Breen Bay RTAC about sharing these positions between the two RTACS. • Interested personnel should send their resume 	<ul style="list-style-type: none"> • The job description will be posted on the website within one week and the ad will be placed in the Post Crescent. • A tentative date for interviews is December 20th. • Green Bay RTAC is looking at other hiring options and is not interested in sharing the position at this time.

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		<p>or CV and a cover letter to Jim Piper. All applications due by December 7th.</p>	
Template for polisy	J. Piper	<ul style="list-style-type: none"> • Jin discussed having a template so that all RTAC policies are in the same format. The EC felt this was a good idea. 	<ul style="list-style-type: none"> • Dawn Shuman will bring a template forward to the next meeting.
Participation of EMS with the RTAC	J.Piper	<ul style="list-style-type: none"> • Discussion about how to get EMS more involved in the RTAC. Proposal to add EMS Concerns to the monthly agenda but no decision reached. We should have contact information from each service from the surveys so that we can send the RTAC information to them. Will try to place RTAC focus on activities involved in the improvement of care within the RTAC and for the development of the state trauma plan. 	<ul style="list-style-type: none"> • Medical Oversight will develop goals with EMS for trauma system implementation.
Treasury report	C. Hugo	<ul style="list-style-type: none"> • \$38,808.27 remaining in the budget 	
Tabled until January meeting		<ul style="list-style-type: none"> • Review of bylaws • Goals for 2005 • Budget needs for 2005 	
Agenda for next meeting:	J.Piper	<ol style="list-style-type: none"> 1. Voting for open Executive Council positions 	
Next Steps		<ul style="list-style-type: none"> • The next meeting is planned for Wednesday, December 8, 2004. There will not be an Executive Council meeting. 	
Adjournment			