

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: January 12, 2005

TIME: 5:00 pm

PLACE: Aurora Medical Center
Oshkosh

PRESIDING Dawn Shuman

RECORDER K.Stanislaus

NEXT MEETING: February 9, 2005
Liberty Hall, Kimberly

Present:

EC Members: Jim Austad, Dan Fifield, Ray Georgen, Mark Kehrberg, Dotty Rippl, Dawn Shuman, Dave Schultz, Kelly Stanislaus, Steve Stroman, John Walsh, Ann Younger-Crandall

Other: Jeff Grimm, Paul Hirte, Robert Nack,, Marianne Peck, Michelle Peters, Jim Piper, Bob Sternhagen, Lynn Vermeulen

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Call to order	D. Shuman		<ul style="list-style-type: none"> Meeting called to order
Approval of Minutes from September meeting	D. Shuman		<ul style="list-style-type: none"> Minutes approved
RTAC Coordinator Position	D. Shuman	<ul style="list-style-type: none"> Two candidates were interviewed for the RTAC Coordinator position. The interviewing committee recommends Robert Nack for the position. 	<ul style="list-style-type: none"> Robert Nack was introduced. Motion to accept his nomination for the position. Nomination seconded and vote passed. Welcome to the new RTAC Coordinator Robert Nack.
Review of Goals for 2004	D. Shuman	<ul style="list-style-type: none"> Goals for 2004: 	<ul style="list-style-type: none"> All 2004 goals met. Per the HRSA initiatives, the Education plan will

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RTAC Goals for 2005	D. Shuman	<ol style="list-style-type: none"> 1. EMS Assessment 2. Triage and Transport Guidelines 3. Education to public, policy holders/makers, and EMS about triage and transport guidelines and State Trauma Plan (by December 2004) <ul style="list-style-type: none"> • The goals were reviewed and changes made. See attached copy 	be a goal for 2005.
New Business: Meetings for 2005	D. Shuman	<ul style="list-style-type: none"> • Discussed the format and the place for 2005 meetings. It was suggested that all 2005 meetings be held in a centrally located place with starting the Executive Council meeting at 5:30pm, the committee meeting from 6:30-7:15pm and the general session from 7:15 – 8:15pm. We will plan to discuss and vote at the Executive Council February meeting. 	<ul style="list-style-type: none"> • Bob Nack will find the centrally located place, ie; Liberty Hall. He will look into options. Plan for February meeting to be held at Liberty Hall.
Budget needs for New RTAC Coordinator	D. Shuman	<ul style="list-style-type: none"> • Discussion of needs for the new RTAC Coordinator to get set up. <ol style="list-style-type: none"> 1. Approved for Bob to purchase a laptop and printer-\$3000.00 allotted for this purchase 2. Supplies budget of 50.00 per month or \$600.00 per year. 3. All other expenses to be discussed in February. 	<ul style="list-style-type: none"> • Bob to submit all receipts for reimbursement
Service Medical Director Executive Council Position	M. Kehrberg	<ul style="list-style-type: none"> • Boris Berejan resigned his position on the Executive Council effective immediately. 	<ul style="list-style-type: none"> • Will discuss open position in February 2005 meeting

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Treasury report Tabled until February meeting	C. Hugo	<ul style="list-style-type: none"> • \$ remaining in the budget • Budget needs for 2005 	
Agenda for next meeting:	J.Piper	<ol style="list-style-type: none"> 1. Budget for 2005 2. Open Executive Council position- Medical Service Director position 3. Set agenda with time allotment for each topic so that the meeting can stay on track. Institute timekeeper. 	
Next Steps		<ul style="list-style-type: none"> • The next meeting is planned for Wednesday, February 9, 2005 at Liberty Hall in Kimberly. 	
Adjournment			