

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: December 10, 2008

TIME: 5:30 pm

PLACE: Liberty Hall

Kimberly

PRESIDING Jim Austad

RECORDER R. Nack

NEXT MEETING: **February 11, 2009**
Liberty Hall, Kimberly

Present:

EC Members: James Austad, Kelly Jung, Tim Rosin, Dave Schultz, Linda Schwister, Dawn Shuman, David Sickels, Judy Smolarek

Absent: Suzy Arter, Mike Foley, Nettie Jenkins, Dan Perrault, Paul Roberts,

Other: Kari Austin, Dee Evans, Mark Evers, Valerie Heise, Susan Janquart, Dan Lehman, Robert Nack, Dotty Rippl, Kelly Schmude, Debbie Vande Hey, John Walsh, Angela Westergard, Nancy Wilson,

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Call to order	Jim Austad	Eight Executive Board members present.	<ul style="list-style-type: none"> A quorum was present.
Approval of October 08, 08 Minutes and December 10, 08 Agenda	Jim Austad	<ul style="list-style-type: none"> October 08, 08 Meeting Minutes and December 10th. Agenda 	<ul style="list-style-type: none"> Motion by Tim Rosin 2nd by Dawn Shuman to approve the October 08, 08 Minutes and the December 10, 08 Agenda. Motion passed.
Treasurer's Report	Tim Rosin	<ul style="list-style-type: none"> Tim gave Treasurer's Report for December. 	<ul style="list-style-type: none"> Balance as of 12/10/08 \$ 9,664.64 and he has a check to deposit for \$11,250.
Committee Reports			
Injury Prevention	Linda Schwister	<ul style="list-style-type: none"> They discussed some ideas. 	

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Performance Improvement	Kelly Jung	<ul style="list-style-type: none"> They had been waiting for information to come down from STAC as what indicators to be working on. 	
Medical Oversight	Bob Nack	<ul style="list-style-type: none"> Didn't meet at last meeting. But the RTAC has 2 objectives and Medical Oversight will be working on the Regional Trauma Plan and EMS Trauma Training objective. 	
Public Health	Judy Smolarek	<ul style="list-style-type: none"> They are working on Public Health Consortia 2008 Objectives. One is dealing with volunteers at a Mass Clinic. Some Public Health Dept. are working on school surveillance. 	
HRSA WI Hospital Emergency Preparedness Plan (WHEPP)	Bob Nack	<ul style="list-style-type: none"> Marge McFarlane gave a presentation on Homeland Security Exercise and Evaluation Program (HSEEP). HSEEP is not required for hospitals but is required by the federal government to be used by all government emergency response organizations. Dec. 2nd. Tracey Froiland held WI TRAC training at AMC for anyone interested. 	
STAC	Jim Austad	<ul style="list-style-type: none"> All committees should have a STAC member on them and that STAC member will give a report at the STAC Meeting. These committees are Working Subcommittee, RTAC Coordinators, Trauma Coordinators, Trauma Registrars, and DRC. Lengthy discussion about the FVRTAC Contract. Presently there is a contract with FVRTAC and the Division of Public Health signed 11/3/08 by Fiscal Agent Tim Rosin. There has been discussion between Helen Pullen DHS, Fiscal Agent Tim Rosin, FVRTAC Chair Jim Austad, and FVRTAC Coordinator Bob Nack regarding contracting directly with the RTAC Coordinator. This discussion has all come from a recent legislative interpretation. Initially it was said to take effect 07/01/09 but now there is discussion about this happening immediately. 	<ul style="list-style-type: none"> See STAC Notes from 12/03/08. FVRTAC Chair Jim Austad and Tim Rosin are going to talk with Helen Pullen about the FVRTAC contract and how it has to be administered. RTAC Coordinators have tentatively set a meeting for 02/03/09 at 10:30am in Madison to have DHS present this contract information to the RTAC Leadership.
RTAC Coordinator	Bob Nack	<ul style="list-style-type: none"> There will be 2 objectives for 2008/2009. Objective 1 will be dealing with the 	<ul style="list-style-type: none"> See attached RTAC Coordinator

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		<p>infrastructure of the RTAC which is worth \$40,000. Objective 2 will be regarding EMS Trauma Training for \$5,000. The Trauma Training will cover Transport and Triage Guidelines, Patient Half Sheet, and GCS which will be a PI indicator starting 07/01/09. The State is keeping \$5,000. from each RTAC to fund the State Registry so they can get appropriate reports from the Registry.</p> <ul style="list-style-type: none"> • STAC meetings in Madison for 2009 will be the first Tues. and Wed. of the even months. February 3&4, April 7&8, June 2&3, no meetings in August, October 6&7, and December 1&2. • RTAC Meeting dates for 2009 are February 11, April 15, June 10, August 12, October 14, and December 09. • PI indicators for the rest of this year are EMS Scene Time > 20 minutes and 3 hour ED time prior to transfer. Goal is to be at 85%. Data should come from Level I, II, and III's if they have their own collector. July 1, 2009 add GCS for both Prehospital and ED. Prior to transfer and add 1 local indicator. • The new Interim State Trauma Coordinator is Joyce Andersen and you can contact her at joyce.andersen@wisconsin.gov • State Trauma Coordinator position is posted, anyone interested could contact Helen Pullen at DHS for more information. 	<p>Report for more information.</p>
Review Bylaws	Jim Austad	<ul style="list-style-type: none"> • Bylaws Item V. Election/Voting Guidelines For The FVRTAC. Discussion about wording regarding CV's on website. 	<ul style="list-style-type: none"> • Motion by Dawn Shuman, 2nd. by Judy Smolarek Item V (4) remove " along with a current Curriculum Vitae" Item V (5) change to " Candidates letter of intent will be emailed to FVRTAC membership for review prior to the election". Motion passed.
Election	Jim Austad	<p>Five Executive positions are up for election for a 3 year term. The candidates are Jason Foreman for EMS Medical Director, Nettie Jenkins and Angela Westergard for ED Nurse, John Walsh for Public Health/Injury Prevention. No one submitted letter of intent for Prehospital Provider or for Trauma Surgeon.</p>	<ul style="list-style-type: none"> • Election results were, Jason Foreman EMS Medical Director, Nettie Jenkins ED Nurse, John Walsh Public Health/Injury Prevention. There were some write in ballots for Tim Rosin for Prehospital Provider and Mike Foley for Trauma Surgeon.

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New Business	Jim Austad	<ul style="list-style-type: none"> • Put on February Meeting Agenda Election of Vice- Chair. • At the Feb. 11th. meeting meet 15 minutes before the Executive Council Meeting to review the Bylaws. People should review the Bylaws prior to that meeting. 	<ul style="list-style-type: none"> • Dawn Shuman made a motion and Dave Schultz 2nd. for Tim Rosin be appointed as Prehospital Provider and Mike Foley as Trauma Surgeon. Motion passed.
RTAC Coordinator Contract	Jim Austad	FVRTAC does have a signed contract with DHS with Tim Rosin as the Fiscal Agent. DHS has brought up the discussion about DHS being the Fiscal Agent and having a contract direct with the RTAC Coordinator	<ul style="list-style-type: none"> • Jim Austad and Tim Rosin are going to talk with DHS about the FVRTAC contract.
Next Meeting Date		<ul style="list-style-type: none"> • The next meeting is planned for Wednesday, February 11, 2009 at Liberty Hall in Kimberly. • 2009 RTAC Meeting dates: February 11, 2009 April 15, 2009 June 10, 2009 decide if having Aug. Mtg. August 12, 2009 October 14, 2009 December 09, 2009 	
Adjournment			<ul style="list-style-type: none"> • Meeting adjourned at 7:18pm by Kelly Jung 2nd. by Dave Schultz.