

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: February 11, 2009

TIME: 5:30 pm

PLACE: Liberty Hall

Kimberly

PRESIDING Tim Rosin

RECORDER R. Nack

NEXT MEETING: **April 15, 2009**
Liberty Hall, Kimberly

Present:

EC Members: Suzy Arter, James Austad, Mike Foley, Jason Foreman, Nettie Jenkins, Kelly Jung, Dan Perrault, Paul Roberts, Tim Rosin, Dave Schultz, Linda Schwister, Dawn Shuman, John Walsh

Absent: All 13 Executive Council members were present.

Other: Dee Evans, Jeff Grimm, Valerie Heise, Tami Keenlance, Robert Nack, Darcy Oligney, Dave Rae, Kelly Schmude, Craig Schneider, Nick Schultz, Debbie Vande Hey, Nancy Wilson, Ann Younger/Crandall

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Call to order	Tim Rosin	Thirteen Executive Board members present.	<ul style="list-style-type: none"> • A quorum was present.
Approval of December 10, 08 Minutes and February 11, 09 Agenda	Tim Rosin	<ul style="list-style-type: none"> • December 10, 08 Meeting Minutes and February 11th. Agenda 	<ul style="list-style-type: none"> • Motion by John Walsh 2nd by Kelly Jung to approve the December 10, 08 Minutes and the February 11, 09 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 2/11/09 is \$14,301.48. Motion by John Walsh, 2nd. Nettie Jenkins.
Committee Reports			
Injury Prevention	Val Heise	<ul style="list-style-type: none"> • They didn't meet in December. 	

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Performance Improvement	Suzy Arter	<ul style="list-style-type: none"> They will be discussing 2 data points and how they will collect the data. The data points are EMS scene time >20 min. and ED transfer time >3 hours. 	
Medical Oversight	Nettie Jenkins	<ul style="list-style-type: none"> Didn't meet at last meeting. But they are reviewing the objectives and the workplan. 	
Public Health	Judy Smolarek	<ul style="list-style-type: none"> Judy Smolarek had sent out Minutes from the 1/27/09 Public Health Meeting. 	<ul style="list-style-type: none"> Email the 1/27/09 Public Health Meeting Minutes to the RTAC membership.
WI Hospital Emergency Preparedness Plan (WHEPP)	Bob Nack	<ul style="list-style-type: none"> An electronic data Patient Tracking project is started in Milwaukee. Milwaukee does have 100,000 runs. There may be a manual Patient Tracking project in Dane County. This will be a white wrist band with black printing. It can also work as a triage tag. PPE for EMS is a program giving free PPE to Ambulance Services to have on hand in the event of a pandemic situation. 	<ul style="list-style-type: none"> I have attached the PPE for EMS document.
STAC	Jeff Grimm	<ul style="list-style-type: none"> There are 15 members on STAC now. Cathy Etter had accepted the State Trauma Coordinator position on 2/02/09 and resigned the position on 2/09/09. Dr Seth Foley is the new State Health Officer. Larry Gilbertson, the Director of Local Health Support and EMS has announced his retirement and his position won't be filled. WI budget deficit is > \$700 million. But there are no anticipated cuts in the trauma program in the near future. They will be opening the rules for HFS 118 for any changes. WI EMS and Talking Points has been prepared. 	<ul style="list-style-type: none"> See attached STAC Notes from 2/04/09.
RTAC Coordinator	Bob Nack	<ul style="list-style-type: none"> STAC meetings in Madison for 2009 will be the first Tues. and Wed. of the even months. April 7&8, June 2&3, no meetings in August, October 6&7, and December 1&2. 	<ul style="list-style-type: none"> See attached RTAC Coordinator Report.

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		<ul style="list-style-type: none"> • RTAC Meeting dates for 2009 are April 15, June 10, August 12, October 14, and December 09. • Strategic Plans have been prepared by both EMS and Trauma and will be presented together to the Dept. Secretary in the near future. • HFS 110-113 rewrite will be ready this Spring These regulations are regarding EMT through Paramedic Licensing. • STAC committee Trauma Systems Management, will be reviewing HFS 118 for rules rewriting. HFS 118 regulates the functions of STAC and the RTACs. • WI Hospital Emergency Preparedness Program (WHEPP) has a PPE for EMS services program for a pandemic situation. • There are 2 objectives for 2008/2009. Objective 1 is dealing with the 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. The State is keeping \$5,000. from each RTAC to fund the State Registry so they can get appropriate reports from the Registry. • Lengthy discussion about the FVRTAC Contract for 7/01/09 – 6/30/10. Presently there is a contract with FVRTAC and the Division of Public Health actually signed by the Fiscal Agent (Tim Rosin) and the RTAC has a contract with the RTAC Coordinator. July 1,09 DHS will have a contract directly with the RTAC Coordinator for all the RTAC funds and DHS will be the Fiscal Agent. This discussion has all come from a recent legislative interpretation. Surprisingly at STAC meeting it was said that the Trauma System will be moved under Hospital Preparedness with Dennis Tomczyk. At this point we haven't heard anything from Dennis Tomczyk. • 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. 	<ul style="list-style-type: none"> • See attached application. • Medical Oversight Committee is working on Objective 1. RTAC Coordinators are preparing Objective 2. PI Committee is working on collecting the PI indicators, EMS scene time > 20 min. and Hospital ED transfer time > 3 hours. The Objectives are posted on the website at www.foxrtac.net • There was a meeting with RTAC Leadership and Brian Litza on 2/03/09 at 4pm in Madison regarding RTAC contract changes. At that meeting Jim Austad, Kelly Jung, Linda Schwister and Jeff Grimm were present.

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Review Bylaws	Tim Rosin	<ul style="list-style-type: none"> • Bylaws Item IV., second paragraph, delete the last sentence starting with the word Current. • Bylaws Item VI., third paragraph, delete “ and curriculum vitae” and after Chairperson add “or RTAC Coordinator”. • Bylaws Item X., delete the word “bi-annual” and add after necessary “ but not less than every other year on odd years”. 	<ul style="list-style-type: none"> • Bylaws are posted on the website www.foxrtac.net
Election of Vice Chair	Tim Rosin	<p>Nettie Jenkins was nominated for Vice Chair position. Nettie accepted the nomination with a clause that when she is the Chair that Dawn Shuman be the Vice Chair.</p>	<ul style="list-style-type: none"> • Dawn Shuman made a motion for Nettie Jenkins as the Vice Chair, 2nd. by Suzy Arter. Motion carried.
RTAC Contract	Tim Rosin	<ul style="list-style-type: none"> • Was covered in the RTAC Coordinator Report. • Submit items for 2009/2010 RTAC Budget to RTAC Coordinator by April 1, 09. 	
New Business	Tim Rosin	<ul style="list-style-type: none"> • Discussion about if Hospitals are able to get information from WARDS. Chuck Happel is in charge of the WARDS program. • Suzy Arter mentioned for EMS Services to enter GCS in the narrative part of a patient report. They have to get GCS data for PI. 	<ul style="list-style-type: none"> • RTAC Coordinator will email Chuck Happel’s email address to Hospital Trauma Coordinators. Charles.Happel@wisconsin.gov
Next Meeting Date	Tim Rosin	<ul style="list-style-type: none"> • Tim mentioned the importance of committees meeting and accomplishing their perspective objectives. He also mentioned to invite a neighboring EMS Service or other Hospital personnel to bring along to an RTAC meeting and become involved in the RTAC. • The next meeting is planned for Wednesday, April 15, 2009 at Liberty Hall in Kimberly. • 2009 RTAC Meeting dates: April 15, 2009 June 10, 2009 decide if having Aug. Mtg. August 12, 2009 October 14, 2009 December 09, 2009 	

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Adjournment			<ul style="list-style-type: none">• Meeting adjourned motion by Nettie 2nd. by Jim Austad.