

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: April 15, 2009

TIME: 5:30 pm

PLACE: Liberty Hall

Kimberly

PRESIDING Tim Rosin

RECORDER R. Nack

NEXT MEETING: **June 10, 2009**
Liberty Hall, Kimberly

Present:

E.C. Members: Suzy Arter, Jason Foreman, Nettie Jenkins, Kelly Jung, Paul Roberts, Tim Rosin, Linda Schwister, John Walsh

Absent: James Austad, Mike Foley, Dan Perrault, Dave Schultz, Dawn Shuman

Other: Sheila Barr, Dee Evans, Mark Evers, Valerie Heise, Robert Nack, Darcy Oligney, Dave Rae, Dotty Rippl, Kelly Schmude, Craig Schneider, Julie Thompson, Debbie Vande Hey, Angela Westergard, Nancy Wilson, Verna Metcalf, Connie Rigdon, Robert Schipper

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Call to order	Tim Rosin	Eight Executive Board members were present to start the meeting.	<ul style="list-style-type: none"> A quorum was present.
Approval of February 11, 09 Minutes and April 15, 09 Agenda	Tim Rosin	<ul style="list-style-type: none"> February 11, 09 Meeting Minutes and April 15th. Agenda 	<ul style="list-style-type: none"> Motion by John Walsh 2nd by Nettie Jenkins to approve the February 11, 09 Minutes and the April 15, 09 Agenda. Motion passed.
Treasurer's Report	Tim Rosin	<ul style="list-style-type: none"> Tim gave Treasurer's Report for Jan., Feb., March, and April, 2009. Discussion on Budget and spending funds for Injury Prevention. 	<ul style="list-style-type: none"> Balance as of 4/15/09 is \$8,757.95. Kelly Jung made a motion 2nd. by Nettie Jenkins. Motion to purchase needed bike helmets for Waupaca event. Not to exceed 400 bike helmets. Get any requests for funds to Bob, for consideration at next

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Committee Reports			meeting.
Injury Prevention	Val Heise	<ul style="list-style-type: none"> • They have to formalize their requests for funds and put it in writing. 	
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 prior to transfer. • Connie Rigdon gave an update on the status of the Trauma Registry. They are going to use the \$5,000. from all the RTACs totaling \$45,000. They will pay the Registry maintenance fee of \$15,000 for 7/08 - 6/09 and \$30,000 for maintenance and upgrades for 7/09 – 6/10. This should give us a working Registry. 	<ul style="list-style-type: none"> • See attached report.
Medical Oversight	Nettie Jenkins	<ul style="list-style-type: none"> • Committee crested an EMS Survey and sent out out to all the EMS Services in the FVRTAC. • Discussed the RTAC Workplan. 	<ul style="list-style-type: none"> • See attached report.
Public Health	Judy Smolarek	<ul style="list-style-type: none"> • Judy Smolarek had sent out Minutes from the 3/24/09 Public Health Meeting. 	<ul style="list-style-type: none"> • Email the 3/24/09 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 exercise will be held in Milwaukee on 6/17/09. It is called Red Dragon and will involve 3500 National Guardsmen. • 21 EMS Services applied for PPE for EMS. Delivery should happen from 4/1/09 – 6/30/09. There might be another round of this program if supplies are available. • Region 6 has completed their order for cots. 	<ul style="list-style-type: none"> • The PPE for EMS application is on the website at www.foxrtac.net
STAC	Jeff Grimm	<ul style="list-style-type: none"> • Connie Rigdon has accepted the State Trauma Coordinator position. She was at our Meeting and introduced herself. She is very busy getting caught up with things. She has already come up with a solution for a workable Registry. 	<ul style="list-style-type: none"> • See attached STAC Notes from 4/08/09.

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RTAC Coordinator	Bob Nack	<ul style="list-style-type: none"> • Jeff Grimm is chairing a committee that is reviewing the Pt. Destination Protocol. Anyone interested in being on this committee contact Jeff Grimm. • STAC is working on Objectives. • STAC meetings in Madison for 2009 will be the first Tues. and Wed. of the even months. June 2&3, no meetings in August, October 6&7, and December 1&2. • RTAC Meeting dates for 2009 are June 10, August 12, October 14, and December 09. • Dr. Scott Carpenter has resigned from STAC. So there is a vacancy for an ED Physician. Send CVs to Connie Rigdon by 5/01/09, tentative appointment by 8/01/09. • HFS 110-113 is going to Town Hall Meetings throughout WI. Check on EMS website for dates and locations. These regulations are regarding EMT through Paramedic Licensing and associated fees. • STAC committee Trauma Systems Management will be reviewing HFS 118 for rules rewriting. HFS 118 regulates the functions of STAC and the RTACs. • Gov. Doyle has declared 5/17-23/09 as Emergency Medical Services Week. • Trauma Coordinators please complete the Trauma Coordinator Survey. • EMS Advisory Board has 2 open positions. Please contact Helen Pullen if you are interested in a position on the EMS Advisory Board. • Objective 2 is regarding EMS Trauma Training. The Trauma Training will cover Transport and Triage Guidelines, Patient Half Sheet, and GCS. • OJA has a 5th. Round of Radio Grants, contact Paul Wittkamp. 	<ul style="list-style-type: none"> • See attached RTAC Coordinator Report. • I am looking for any EMS Services to host this Trauma Training. If any EMS Transport Service is willing to host this training please get in contact with Bob Nack the RTAC Coordinator.
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”. 	<ul style="list-style-type: none"> • Bylaws are posted on the website www.foxrtac.net • There was no quorum at this time so no action could be taken.

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RTAC Contract	Tim Rosin	<ul style="list-style-type: none"> • Bylaws Item X., delete the word “bi-annual” and add after necessary “ but not less than every other year on odd years”. • Renewal of RTAC Contract is 7/01/09 and is a Closed Session Meeting. 	<ul style="list-style-type: none"> • Put RTAC Contract on June Agenda.
New Business	Tim Rosin	<ul style="list-style-type: none"> • No New Business. 	
Next Meeting Date	Tim Rosin	<ul style="list-style-type: none"> • The next meeting is planned for Wednesday, June 10, 2009 at Liberty Hall in Kimberly. • 2009 RTAC Meeting dates: 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 7:41 motion by Suzy Arter, 2nd. by Nettie Jenkins.