

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: August 12, 2009

TIME: 5:30 pm

PLACE: Liberty Hall

Kimberly

PRESIDING Tim Rosin

RECORDER R. Nack

NEXT MEETING: **October 14, 2009**
Liberty Hall, Kimberly

Present:

E.C. Members: Suzy Arter, James Austad, Mike Foley, Jason Foreman, Nettie Jenkins, Kelly Jung, Tim Rosin, Dave Schultz, Linda Schwister, Dawn Shuman, John Walsh

Absent: Dan Perrault, Paul Roberts

Other: Jeff Burkett, Mark Evers, Jeff Grimm, Valerie Heise, Robert Nack, Robert Schipper, Kelly Schmude, Craig Schneider, Debbie Vande Hey, Angela Westergard,

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Call to order	Tim Rosin	Eleven Executive Board members were present to start the meeting.	<ul style="list-style-type: none"> A quorum was present.
Approval of June 10, 09 Minutes and August 12, 09 Agenda	Tim Rosin	<ul style="list-style-type: none"> Approve June 10, 09 Meeting Minutes and August 12th. Agenda 	<ul style="list-style-type: none"> Motion by John Walsh 2nd by Nettie Jenkins to approve the June 10, 09 Minutes and the Aug. 12, 09 Agenda. Motion passed.
Treasurer's Report	Tim Rosin	<ul style="list-style-type: none"> Tim gave Treasurer's Report for June and July, 2009. Tim explained what funds we have received so far from the State and what we still have coming. Tim did state that the numerous Request For Funds had been paid. There is one outstanding Request For Funds yet for Safe Kids for \$1310.00. Discussion regarding allocating funds to goals. 	<ul style="list-style-type: none"> Balance as of 7/29/09 is \$8,623.76. We do have \$10,471.00 in funds that have been submitted to CARS at the State. Put on next meeting agenda.

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
RTAC Coordinator	Bob Nack	<ul style="list-style-type: none"> • I attended WHEEP Meeting on July 21st. • I attended RTAC Coordinator Meeting in Eau Claire on Aug. 4th. • RTAC funding for 7/01/09-6/30/10 is \$49,500. • EMS and Hospital Preparedness (which Trauma is in Hospital Preparedness) offices are now in the Bureau of Communicable Disease & Emergency Response. Sandy Breitborde is the Bureau Director. • The RTAC had 2 objectives for 2008/2009. Objective 1 deals with the RTAC infrastructure. Objective 2 is regarding EMS Trauma Training. The Trauma Training covers Transport and Triage Guidelines, Patient Half Sheet, and GCS. Trauma Training was held May 20th. At Black Creek Rescue. • Any EMS Service interested in hosting the EMS Trauma Educational program please contact me. • RTAC contracts should be out by Sept. 1st. and should be returned to Madison by Sept. 10th. • Contract year 7/01/09-6/30/10 there are 8 objectives. • Performance Improvement indicators for this year are EMS Scene Time > 20 min. and 3 hour ED time prior to transfer. Goal is to be at 85%. Data should come from Level I, II, or III's if they have their own registry. Added July 1, 2009 is GCS for both Prehospital and ED prior to transfer. The GCS should be broken down. • WI Trauma Coordinator work group has created a CD with information to help all Trauma Coordinators. • Discussion regarding replacing the RTAC Coordinator laptop computer. • Any funds that were encumbered by 6/30 need to be submitted within 90 days. 	<ul style="list-style-type: none"> • See attached RTAC Coordinator Report. • The 2 Objectives were met and the Certificate of Compliance was mailed to Connie Rigdon in June. • I made WI Trauma Coordinator Guide 2009 CDs for all FVRTAC Hospital Trauma Coord. • Put on next meetings agenda to replace laptop computer.
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 	<ul style="list-style-type: none"> • Motion by John Walsh 2nd by Nettie Jenkins to change the Bylaws as so noted. • Bylaws are posted on the website www.foxrtac.net

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New Business	Tim Rosin	<p>every other year on odd years”.</p> <ul style="list-style-type: none"> • Dr Schultz said he will present an educational program at the Oct. RTAC Meeting. Possibly continuing education credits will be awarded. • Lengthy discussion regarding patient information sheet being forwarded to the initial hospital. Then that information sheet being sent forward when a patient gets transferred to another facility. 	<ul style="list-style-type: none"> • This is to encourage more EMS people to attend the RTAC Meetings. • Tim did thank everyone for attending and asked people to invite your neighboring agencies to come to the meetings
RTAC Coordinator Contract	Tim Rosin	<ul style="list-style-type: none"> • Executive Council went into closed session to discuss renewal of RTAC Coordinator Contract. In the past the RTAC Coordinator was paid \$2625.00 per month, plus mileage to Madison Meetings, plus hotel expenses, and meals per diem. 	<ul style="list-style-type: none"> • RTAC Coordinator contract is renewed with Bob Nack. The contract takes effect 7/01/09. RTAC Coordinator will be paid \$3,000.00 per month and the Madison Meeting expenses are included in that monthly wage.
Next Meeting Date	Tim Rosin	<ul style="list-style-type: none"> • The next meeting is planned for Wednesday, October 14, 2009 at Liberty Hall in Kimberly. • 2009 RTAC Meeting dates: October 14, 2009 December 09, 2009 	
Adjournment			<ul style="list-style-type: none"> • Meeting adjourned at 7:34pm motion by Suzy Arter, 2nd. by Nettie Jenkins.