

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: October 14, 2009

TIME: 5:30 pm

PLACE: Liberty Hall

Kimberly

PRESIDING Nettie Jenkins

RECORDER R. Nack

NEXT MEETING: **December 09, 2009**
Liberty Hall, Kimberly

Present:

E.C. Members: Suzy Arter, James Austad, Nettie Jenkins, Kelly Jung, Dan Perrault, Paul Roberts, Dave Schultz, Linda Schwister

Absent: Mike Foley, Jason Foreman, Tim Rosin, Dawn Shuman, John Walsh

Other: Sheila Barr, Dee Evans, Mark Evers, Jeff Grimm, Valerie Heise, Dennis Lepak, Robert Nack, Dave Rae, Kelly Schmude, Craig Schneider, Julie Thompson, Debbie Vande Hey, John Wadzinski, Jinnifir Gauerke, Joel Strahota, Lisa Biever, Marilyn Belter, Faye Diedrick, Barb Raynard

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Call to order	Nettie Jenkins	Eight Executive Board members were present.	<ul style="list-style-type: none"> A quorum was present at approximately 7pm.
Approval of August 12, 09 Minutes and October 14, 09 Agenda	Nettie Jenkins	<ul style="list-style-type: none"> Approve August 12, 09 Meeting Minutes and October 14th. Agenda 	<ul style="list-style-type: none"> Motion by Suzy Arter 2nd by Jim Austad to approve the Aug. 12, 09 Minutes. Motion by Paul Roberts 2nd. by Suzy Arter to approve the October 14 09 Agenda. Motions passed.
Treasurer's Report	Bob Nack	<ul style="list-style-type: none"> Bob gave Treasurer's Report for Aug. and Sept., 2009. Bob explained FVRTAC does have a signed contract with the State. Nov. 2nd. the RTAC should receive a prepayment check for \$14,000.00 from the State for this years funds. Request For Funds from Waushara County EMS dated 8/22/09 for \$8,800.00 for a PDA 	<ul style="list-style-type: none"> Balance as of 10/14/09 is \$12,094.29. Discussion was held about the PDA STAT manikin. No one was

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Committee Reports		<p>STAT manikin and 100 bike helmets.</p> <ul style="list-style-type: none"> • Budget, Bob reviewed the tentative RTAC Budget \$49,500.00. • Discussion regarding replacing RTAC Coordinator's Laptop Computer. • Discussion regarding allocating funds to goals. 	<p>really familiar with this manikin. There wasn't a quorum at this time and no action was taken.</p> <ul style="list-style-type: none"> • A requirement of the Contract is to submit a Budget. • Motion by Kelly Jung 2nd. by Suzy Arter to spend up to \$2,000.00 to replace the RTAC laptop computer. Motion passed. • Each committee will look at the Goals 		
		Injury Prevention	Val Heise	<ul style="list-style-type: none"> • No Report 	
		Performance Improvement	Suzy Arter	<ul style="list-style-type: none"> • No Report 	
Medical Oversight	Nettie Jenkins	<ul style="list-style-type: none"> • No Report 			
Public Health	Linda Schwister	<ul style="list-style-type: none"> • H1N1 vaccine in Outagamie Cty. is going to be distributed in phases. Phase 1 will go to Healthcare & EMS Providers. They encourage everyone to get the vaccine. There is no charge for the vaccine because it is federally funded. 	<ul style="list-style-type: none"> • You should check with your specific County Public Health Dept. as to how they are distributing the H1N1 vaccine. 		
WHEPP	Bob Nack	<ul style="list-style-type: none"> • WHEPP is offering N95 mask fit testing Train the Trainer classes. • PPE for EMS round 1 was shipped 10/01/09. Round 2 will start in Dec. and is for EMS transport services and certified First Responders. 	<ul style="list-style-type: none"> • 276 EMS Services throughout WI received the PPE for EMS in round 1. In FVRTAC 21 EMS Services received the PPE. 		
STAC	Jeff Grimm	<ul style="list-style-type: none"> • Any questions regarding the Registry should go to Connie Rigdon. • Subcommittee is reviewing the Triage & Transport Guidelines and the Definition of Major Trauma. There goal is complete this by Dec. 09. • Just a point of clarification. STAC shall consist of 15 voting members actively involved in the State Trauma System. 			

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RTAC Coordinator	Bob Nack	<ul style="list-style-type: none"> • A State Lawyer did answer questions and clarification regarding the Statewide Trauma System. • Attended WHEEP Meeting on Sept. 15th. • Attended RTAC Coordinator Meeting in Madison on Oct. 6th. • Next STAC Meeting in Madison is Dec. 2nd. • There are 6 Hospitals in FVRTAC having Designation Site Reviews in 2010. • 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. • Any EMS Service interested in hosting the EMS Trauma Educational program please contact me. • 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. • The State Registry update should be completed in 150 days. DI said they will provide training. If you need new security to get on line you should contact Connie Rigdon. • Hospitals should be charging for Trauma Activation in addition to ER charges. • Trauma coordinator list server is supposed to be going on www.wisconsintrauma.org • Grand Chute Fire Dept. reported that they had implemented the spinal immobilization equipment they received funds from FVRTAC. They have used the equipment already in Sept. • Outagamie Public Health reported they purchased Safe Sleep T Shirts for infants to educate to prevent SIDS. 	<ul style="list-style-type: none"> • This document is 15 pages and is available through Connie Rigdon. • See attached RTAC Coordinator Report. • If any hospital is wondering if their Designation Site Review is in 2010 they can contact Bob Nack. • Reviewed objectives and assigned to each committee. • There should be a presentation in Madison at Dec. Meetings regarding Trauma Activation.

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Review Executive Council Positions	Nettie Jenkins	<ul style="list-style-type: none"> • Annual Executive Council Election is Dec. 9, 09. Positions up for election are Emergency Dept. Physician held by Dan Perrault, Prehospital Provider held by Paul Roberts, Pediatric Representative held by Linda Schwister. • Jason Foreman held the EMS Medical Director position but is no longer working at that capacity so his position should be filled. • Dr. Schultz mentioned he holds a Member at Large position and he is the Medical Director for Theda Star. So he would be willing to change to EMS Medical Director. That would make the Member At Large position available. 	<ul style="list-style-type: none"> • Anyone interested in applying for any of the Executive Council positions must submit a Letter of Intent to rfnack@yahoo.com by Nov. 24th, 09. • Put on 12/09/09 Agenda to switch Dr. Schultz Member At Large position to EMS Medical Director. Freeing up the member At Large position.
RTAC Coordinator Contract	Nettie Jenkins	<ul style="list-style-type: none"> • Executive Council went into closed session on Oct. 14th. Meeting 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. • Dr Schultz said he will present an educational program at the Oct. RTAC Meeting. Possibly continuing education credits will be awarded. 	<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.
New Business	Nettie Jenkins	<ul style="list-style-type: none"> • In WARDS you should be able to find a report by patient name. 	<ul style="list-style-type: none"> • Nettie did thank everyone for attending.
Next Meeting Date	Nettie Jenkins	<ul style="list-style-type: none"> • The next meeting is planned for Wednesday, December 09, 2009 at Liberty Hall in Kimberly. • 2009 RTAC Meeting dates: December 09, 2009 	
Adjournment			<ul style="list-style-type: none"> • Meeting adjourned at 6:47 pm motion by Suzy Arter, 2nd. by Jim Austad. • Dr. Schultz gave Educational Presentation, Chest Trauma. • Committee Meetings followed.