

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 08, 2010

TIME: 5:30 pm

PLACE: Liberty Hall

Kimberly

PRESIDING Tim Rosin

RECORDER R. Nack

NEXT MEETING: **February 09, 2011 at 5:30pm**

Liberty Hall, Kimberly

Present:

E.C. Members: James Austad, Chandler Caves, Suzy DeGroot, Dee Evans, Mike Foley, Nettie Jenkins, Kelly Jung, Tim Rosin, Kelly Schmude, Dave Schultz, Linda Schwister

Absent:, Val Heise,

Other: Sheila Barr, Judy Burton, Deb Doyle, Dan Lehman, Robert Nack, Darcy Oligney, Susie Piechowski, Dave Ray, Dotty Rippl, Craig Schneider, Alice Schneider, Tina Slominski, Shirley Strong, Steven Wolfe

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Call to order	Tim Rosin	Eleven Executive Council members were present.	<ul style="list-style-type: none"> • A quorum was present.
Approval of 10/13/10 Minutes and 12/08/10 Agenda	Tim Rosin	<ul style="list-style-type: none"> • Approve Minutes from 10/13/10 Meeting with the correction of Meeting date Dec. 14, 2011. • Approve 12/08/10 Agenda. 	<ul style="list-style-type: none"> • Motion by Dee Evans, 2nd by Suzy DeGroot with correction noted.
Treasurer's Report	Tim Rosin	<ul style="list-style-type: none"> • Tim Rosin gave verbal Treasurer's Report and will email written report to Bob to send out. • Request For Funds from Berlin Hospital ED for a fiber optic intubation stylet for \$1,700.00. 	<ul style="list-style-type: none"> • Bob sent out email with RTAC funds balance of \$14,822.39 as of 12/10/10 • After discussion Jim Austad made a motion 2nd by Nettie Jenkins to approve the Berlin Hospital ED Request For Funds for a fiber optic intubation stylet for \$1,700.00.
Injury Prevention	Linda Schwister	<ul style="list-style-type: none"> • The committee is looking for information regarding "Texting and Driving". 	

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Performance Improvement	Sheila Barr	<ul style="list-style-type: none"> Collecting data regarding Glasgow Coma Scores. They didn't meet at last RTAC Meeting. 	<ul style="list-style-type: none">
Medical Oversight	Nettie Jenkins	<ul style="list-style-type: none"> The Committee had 4,000 EMS patient reports printed in Oct.. To view the EMS Report you can see it on the website at www.foxrtac.net. Discussion regarding having an EMS Appreciation Night at Fox Valley Technical College in 2011. Mass Casualty Incident and hospitals giving information to EMS regarding how many red, yellow, green patients the hospitals can handle. 	<ul style="list-style-type: none"> All EMS Services in FVRTAC can receive some EMS Reports free at the RTAC Meetings. Any EMS Service interested in receiving any EMS Reports contact FVRTAC Coordinator. Shirley Strong from FVTC is checking if she can reserve the Conference Center on 3/16. Bob Nack will send out an email to Save the Date when confirmed. March 16th. It has been confirmed. Dennis Tomczyk is looking into how WITRAC can do this.
Public Health	Tracey Froiland	<ul style="list-style-type: none"> Public Health Consortia is changing. There should be more information in the future. 	
WHEPP	Tracey Froiland	<ul style="list-style-type: none"> WHEPP is doing training on WITRAC with patients in an MCI. WHEPP will have an exercise the week of 5/14/11 called Vigilant Guard. I part of the exercise will be hospitals flooding and evacuating patients. Another part of the exercise will be a Hazardous Material Incident. Hospitals are looking at eliminating color coding system and changing to plain English coding, such as fire in room 123, or security needed in room 123, etc. 	
STAC	Kelly Jung	<ul style="list-style-type: none"> Diane Christen is the Director Bureau Of Communicable Diseases & Emergency Response Division Of Public Health. She is the interim State Trauma Coordinator, her 	

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RTAC Coordinator	Bob Nack	<p>email address is diane.christen@wisconsin.gov</p> <ul style="list-style-type: none"> The State Trauma Coordinator position has now been posted externally. It was first posted for union people to apply if qualified. STAC positions are for a 3 year term and are only for 2 terms. So there are 6 STAC members who have completed their 6 years. So in FVRTAC 3 STAC members have fulfilled their 6years and they are Ray Georgen, Jim Austad, and Jeff Grimm. We would like to thank Ray, Jim and Jeff for their hard work and dedication to STAC. If anyone is interested in being on STAC please submit a Letter Of Intent to Diane Christen at diane.christen@wisconsin.gov Should be able to get reports from the State Trauma Registry after the first quarter in 2011. There should be training coming for this in the future. Hospital Designation Site Reviews are going to start up again in 2011. A schedule hasn't been set yet. Hospitals will be given adequate advance notice of upcoming site reviews. There are 2 committees overseeing site reviews. One is the Designation Review Committee, which is a closed meeting. The other new committee called Designation Process Committee which is open to the public and that is where hospitals can state their views regarding the site review process. <ul style="list-style-type: none"> Attended RTAC Coordinator Meeting and EMS Advisory Board Committee Meetings in Madison on December 7th. Attended the STAC Meetings on Dec. 8th. Next STAC Meeting in Madison is February 2nd. Any EMS Service interested in hosting the EMS Trauma Basics Educational program please contact me. Pediatric Kits are available through Kiwanis Clubs or General Federation of Women's Clubs. RTAC Coordinators will be working on tracking the 6 WEM Disaster Trailers in WI. There will be new wrist bands coming in Feb. for Patient Tracking in a Mass Casualty Incident. 	<ul style="list-style-type: none"> Diane Christen hopes the position will be filled soon. <ul style="list-style-type: none"> See attached RTAC Coordinator Report. <ul style="list-style-type: none"> Trauma Basic Educational presentation covers STAC, RTAC, State EMS Report Half Sheet, GCS, START Triage, and a Mass Casualty Incident.

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Educational Classes	Tim Rosin	<ul style="list-style-type: none"> • There is a new EMSC coordinator, her name is Merissa Roembke, you can contact her at Marisa.Roembke@dhs.wisconsin.gov. There was a new EMSC survey that was recently sent out and would you please complete it. You can find it at http://www.emscsurveys.org/ • DHS is holding a “Service Directors, What You Need To Know” training session at Sheraton in Madison on 4/6/11 from 1-4pm. • RTAC Coordinators are working on Objectives for 2011-2012. They would start July 1, 2011. • FVRTAC is looking at sponsoring scholarships for Educational classes this year. Some Educational classes are Trauma Nursing Core Course offered at Mercy Medical Center 3/28&29, and 10/31&11/01. This TNCC is also offered at St. Elizabeth Hospital 5/23&24, and 9/19&20. Another class offered is Emergency Nursing Pediatric Course at St. Elizabeth Hospital on 4/14&15, and at Mercy Medical center on 9/8&9. There will also be Theda Clark’s Trauma Symposium 5/24. 	<ul style="list-style-type: none"> • Objectives are attached. • TNCC and ENCC brochures are posted on FVRTAC website at www.foxrtac.net
Review Executive Council Positions & Election	Tim Rosin	<ul style="list-style-type: none"> • The Emergency Dept. Executive Council position is vacant at this time. Per FVRTAC Bylaws “The Executive Council will retain the authority to move Executive Council members to a position most fitting their background, making available a member at large position should the need arise.” • Discussion to move Dr. Caves to the ED Physician position which vacates the EMS Medical Director position. Then move Dr. Schultz to the EMS Medical Director position which vacates a Member At Large position. • Discussion to accept Suzy DeGroot and Sheila Barr for the 2 Member At Large positions. Then also before tonight’s Meeting Dotty Rippl withdrew her name from the Trauma Coordinator position, which left Dave Rae as the only person applying for the Trauma Coordinator position. Kelly Schmude was the only person applying for the Hospital Administrator position. 	<ul style="list-style-type: none"> • The ED Physician position with a term till 12/2012 was posted on the website and emails sent requesting applicants to fill the position. As of this meeting there were no Letters of Intent received. • Nettie Jenkins made a motion 2nd. By Mike Foley to move Dr. Caves to the ED Physician position which vacates the EMS Medical Director position. Then move Dr. Schultz to the EMS Medical Director position which vacates a Member At Large position. Motion passed. • Motion by Jim Austad 2nd. By Dr. Foley for Suzy DeGroot and Sheila Barr for the 2 Member At Large positions. Dave Rae as the Trauma Coordinator and Kelly Schmude as the hospital Administrator. Motion passed.

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<p>New Business</p> <p>Adjournment</p>	<p>Bob Nack</p>	<ul style="list-style-type: none"> • Two people applied for the Prehospital Provider Executive Council position, they are Terry Timmerman and Jim Austad. So there was an election held. • Kelly Jung decided not to run for a position on the Executive Council. Kelly has been on the Executive Council since its inception. So a huge Thank You and a round of applause for all the dedication and hard work that Kelly has done for the Trauma System and the RTAC. • 2011 Meeting dates are 2/09, 4/13, 6/08, 8/10, 10/12, 12/14. • Dr. Foley will give an Educational presentation at our Feb. 9th. FVRTAC Meeting. 	<ul style="list-style-type: none"> • Jim Austad was voted in to the Prehospital Provider position. • General Meeting adjourned at 6:56pm. Motion by Susie DeGroot, 2nd. Kelly Jung. Committee Meetings followed.