

# FOX VALLEY REGIONAL TRAUMA EXECUTIVE COUNCIL

	AGENDA
--	--------

X	MINUTES
---	---------

	INVITED TO ATTEND
--	----------------------

X	PRESENT
---	---------

MEETING OF: Fox Valley Executive Council

(RTAC) meeting

DATE: April 13, 2011

TIME: 5:30 pm

PLACE: Liberty Hall

Kimberly

PRESIDING Nettie Jenkins

RECORDER R. Nack

NEXT MEETING: **June 08, 2011 at 5:30pm**

Liberty Hall, Kimberly

Present:

E.C. Members: James Austad, Suzy DeGroot, Dee Evans, Mike Foley, Valerie Heise, Nettie Jenkins, Dave Rae, Tim Rosin, Kelly Schmude, Dave Schultz,

Absent: Sheila Barr, Chandler Caves, Linda Schwister

Other: Judy Burton, Faye Diedrick, Jinnifir Gaueke, Jeff Grimm, Kelly Jung, Steve Krantz, Robert Nack, Darcey Oligney, Susie Piechowski, Dotty Rippl, Tina Slominski, Julie Thompson, Kevin Bevlen, Dawn Proehl, Sean Angell, Bill Heideman, Pauline Harper, Cathie Ercegovac, Frank Sanchez, Barb Giebel, Kirk Vandenberg

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Call to order	Nettie Jenkins	Ten Executive Council members were present.	<ul style="list-style-type: none"> <li>A quorum was present.</li> </ul>
Approval of 02/09/11 Minutes and 04/13/11 Agenda	Nettie Jenkins	<ul style="list-style-type: none"> <li>Approve Minutes from 02/09/11 Meeting and approve 04/13/11 Agenda.</li> </ul>	<ul style="list-style-type: none"> <li>Motion by Jim Austad 2<sup>nd</sup> by Mike Foley.</li> </ul>
Treasurer's Report	Tim Rosin	<ul style="list-style-type: none"> <li>Tim Rosin gave Treasurer's Report and reported he has recently received reimbursement check from the State.</li> <li>Bob gave report of discussion with Bridgette Flatley from DHS regarding Simplified Bid Process for items &gt; \$1500.00.</li> <li>Bob submitted the Budget for \$49,911.</li> <li>EMS Appreciation Night was held March 16<sup>th</sup> at Fox Valley Technical College. 44 people attended and they had very favorable comments hoping that we do this again.</li> </ul>	<ul style="list-style-type: none"> <li>RTAC funds balance of \$22,773.24 as of 04/13/11.</li> </ul>

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Request For Funds	Nettie Jenkins	<ul style="list-style-type: none"> <li>• Thank You Letter was read from Appleton Area School District for bussing students to P.A.R.T.Y. at the PAC.</li> <li>• Berlin Memorial Hospital had a request to send 3 nurses to a TNCC class at a total cost of \$750.00.</li> <li>• Shawano Medical Center requested \$1,000.00 for child car seats.</li> <li>• Gold Cross Ambulance requested \$520.00 for 100 bike helmets for their Open House on 5/21/11.</li> <li>• Riverside Medical Center requested \$250.00 to send 1 nurse to TNCC on 5/23&amp;24/2011.</li> <li>• Ripon Medical Center requested \$1,000.00 for 4 nurses to attend TNCC class.</li> <li>• Discussion regarding sponsoring tuition scholarships for Theda Clark Trauma Symposium on May 24<sup>th</sup>. Last year FVRTAC sponsored 21 scholarships.</li> </ul>	<ul style="list-style-type: none"> <li>• Motion by Tim Rosin 2<sup>nd</sup>. by Val Heise to approve \$750.00 for 3 nurses to attend TNCC class. Motion carried.</li> <li>• Motion by Mike Foley 2<sup>nd</sup>. by Dee Evans to approve \$1,000.00 for child car seats. Motion carried.</li> <li>• Motion by Tim Rosin, 2<sup>nd</sup>. by Val Heise to approve \$520.00 for 100 bike helmets. Motion carried.</li> <li>• Motion by Suzy DeGroot, 2<sup>nd</sup>. by Kelly Schmude to approve \$250.00 for 1 nurse to attend TNCC class. Motion carried.</li> <li>• Motion by Tim Rosin, 2<sup>nd</sup>. By Val Heise to table this request until someone from Ripon Medical Center attends RTAC Meeting to make the request.</li> <li>• Tim Rosin made a motion, 2<sup>nd</sup>. by Val Heise to spend up to \$3,000.00, 46 scholarships to the Trauma Symposium. Motion carried.</li> </ul>
Injury Prevention	Valerie Heise	<ul style="list-style-type: none"> <li>• The committee is looking for information regarding “Texting and Driving” for schools. AAA has 4 Distracted Driving Simulators that test driving skills while distracted. They are loaned out free of charge.</li> <li>• Riverside Medical Center had their event where they hand out bike helmets. Riverside did have a banner made up acknowledging the bike helmets from FVRTAC.</li> </ul>	
Performance Improvement		<ul style="list-style-type: none"> <li>• Had a committee meeting at last RTAC meeting but nobody else showed up. Looking to get EMS representation on committee.</li> </ul>	

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Medical Oversight	Nettie Jenkins	<ul style="list-style-type: none"> <li>• The Committee had 4,000 EMS patient reports printed in Oct. To view the EMS Report you can see it on the website at <a href="http://www.foxrtac.net">www.foxrtac.net</a>.</li> <li>• EMS Appreciation Night was held at Fox Valley Technical College on March 16<sup>th</sup>. It was discussed how everything was received.</li> <li>• Craig Schneider is the new Medical Oversight Committee Chairperson since Nettie is the FVRTAC Chairperson.</li> </ul>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• EMS Appreciation Night had breakout sessions of Spinal Cord Injuries Dr. Yazbak, HPS Lab Scenarios to practice your skills with Dr. Schultz &amp; FVTC Staff, and Case Reviews from Nettie Jenkins &amp; Jeff Grimm.</li> </ul>
WHEPP	Tracey Froiland	<ul style="list-style-type: none"> <li>• WHEPP will have a statewide exercise the week of 5/18/11 called Vigilant Guard. 1 part of the exercise will be hospitals flooding and evacuating patients. Another part of the exercise will be a Hazardous Material Incident.</li> <li>• Dennis Tomczyk is retiring on May 6th.</li> </ul>	
STAC	Bob Nack	<ul style="list-style-type: none"> <li>• The new State Trauma Coordinator is Marianne Peck and you can contact her at <a href="mailto:marianne.peck@dhs.wisconsin.gov">marianne.peck@dhs.wisconsin.gov</a></li> <li>• Digital Innovations is offering Trauma Registry training at the Sheraton Hotel in Madison on June 7<sup>th</sup>. From 9am-3pm. The training is for present and new Trauma Registrars and Trauma Coordinators. The training will cover basics and how to get reports</li> <li>• Hospital Classification 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.</li> <li>• There are 2 committees overseeing site reviews. One is the Classification Review Committee, which is a closed meeting. The other new committee called Classification Process Committee which is open to the public</li> </ul>	

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
RTAC Coordinator	Bob Nack	<p>and that is where hospitals can state their views regarding the site review process.</p> <ul style="list-style-type: none"> <li>• ACS Site Review Consultation will be at the Sheraton on John Nolan drive in Madison on June 27-30<sup>th</sup>.</li> <li>• DHS 110 became effective 1/01/11 and is posted at <a href="http://www.foxrtac.net">www.foxrtac.net</a></li> <li>• Next STAC Meeting in Madison is June 8<sup>th</sup>.</li> <li>• Any EMS Service interested in hosting the EMS Trauma Basics Educational program please contact me.</li> <li>• Pediatric Kits are available through Kiwanis Clubs or General Federation of Women's Clubs.</li> <li>• There are new Mass Casualty Incident wristbands available now. Each ambulance can receive free a box of wristbands and each hospital can receive free 2 boxes per hospital. You can contact me for the wristband order form.</li> <li>• OJA is starting a Patient Tracking Pilot Phase 2 program. EMS services are eligible to receive a grant for \$5,000.00. Anyone interested in applying for a grant contact me for the form.</li> <li>• There is a new EMSC coordinator, her name is Merissa Roembke, you can contact her at <a href="mailto:Marisa.Roembke@dhs.wisconsin.gov">Marisa.Roembke@dhs.wisconsin.gov</a>. There was a new EMSC survey that was recently sent out and would you please complete it. You can find it at <a href="http://www.emscsurveys.org/">http://www.emscsurveys.org/</a></li> <li>• RTAC Coordinators are working on Objectives for 2011-2012. They would start July 1, 2011.</li> </ul>	<ul style="list-style-type: none"> <li>• See attached RTAC Coordinator Report.</li> <li>• Trauma Basic Educational presentation covers STAC, RTAC, State EMS Report Half Sheet, GCS, START Triage, and a Mass Casualty Incident.</li> </ul>
Educational Classes	Nettie Jenkins	<ul style="list-style-type: none"> <li>• Discussion about sponsoring scholarships for Educational classes this year. Some Educational classes are Trauma Nursing Core Course offered at Mercy Medical Center 3/28&amp;29, and 10/31&amp;11/01. This TNCC is also offered at St. Elizabeth Hospital 5/23&amp;24, and 9/19&amp;20. Another class offered is Emergency Nursing Pediatric Course at St. Elizabeth Hospital on 4/14&amp;15, and at Mercy Medical center on 9/8&amp;9. There will also be Theda Clark's Trauma Symposium 5/24.</li> <li>• FVRTAC will have a booth at the Trauma Symposium on May 24<sup>th</sup>.</li> </ul>	<ul style="list-style-type: none"> <li>• Objectives are attached.</li> <li>• TNCC and ENCC brochures are posted on FVRTAC website at <a href="http://www.foxrtac.net">www.foxrtac.net</a></li> </ul>

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
New Business	Nettie Jenkins	<ul style="list-style-type: none"> <li>• 2011 Meeting dates are 6/08, 8/10, 10/12, 12/14 (election).</li> <li>• An Audit of the check book and bank statements was conducted on 4/13/11 and everything was in order.</li> </ul>	
Adjournment			<ul style="list-style-type: none"> <li>• General Meeting adjourned at 6:52 pm. Motion by Dee Evans 2<sup>nd</sup>. by Susie DeGroot to adjourn. Committee Meetings followed.</li> </ul>