

# 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 12, 2011

TIME: 5:30 pm

PLACE: Liberty Hall

Kimberly

PRESIDING Nettie Jenkins

RECORDER R. Nack

NEXT MEETING: **December 14, 2011 at 5:30pm**

Liberty Hall, Kimberly

Present:

E.C. Members: Sheila Barr, Chandler Caves, Suzy DeGroot, Dee Evans, Mike Foley, Valerie Heise, Nettie Jenkins, Dave Rae, Kelly Schmude, Dave Schultz

Absent: James Austad, Tim Rosin, Linda Schwister,

Other: Mark Evers, Tracey Froiland, Jeff Grimm, Kelly Jung, Tami Keenlance, Steve Krantz, Robert Nack, Darcy Oligney, Mike Pamperin, Dotty Rippl, Craig Schneider, Tina Slominski, Kirk Vandenberg, Tracey Warren, Jennifer Franz, Brian Brehm, Glenver Bubolz

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 06/08/11 Minutes and 10/12/11 Agenda	Nettie Jenkins	<ul style="list-style-type: none"> <li>Approve Minutes from 06/08/11 Meeting and approve 10/12/11 Agenda.</li> </ul>	<ul style="list-style-type: none"> <li>Motion by Dee Evans 2<sup>nd</sup> by Val Heise.</li> </ul>
Treasurer's Report	Bob Nack	<ul style="list-style-type: none"> <li>Bob Nack gave Treasurer's Report for June, July, Aug., and Sept. The funds are low due to waiting on this years Contract going through the proper channels. A partial payment is expected in early November</li> </ul>	<ul style="list-style-type: none"> <li>RTAC funds balance is \$727.69 as of 09/29/11.</li> </ul>
	Nettie Jenkins	<ul style="list-style-type: none"> <li>Nettie presented Request For Funds Guidelines.</li> </ul>	<ul style="list-style-type: none"> <li>Val Heise made the motion and Dr. Caves 2<sup>nd</sup>, the motion to adopt the Request for funds guidelines. The Request For Funds guidelines are attached and posted on the website <a href="http://www.foxrtac.net">www.foxrtac.net</a></li> </ul>

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Request For Funds	Nettie Jenkins	<ul style="list-style-type: none"> <li>• Request For Funds from Berlin EMS for 3 EZIO drill sets at the total cost of \$1050.00</li> <li>• Bob reviewed the Budget of \$49,911.</li> <li>• Thank You Letter was read from Aurora Medical Center for sending 2 Nurses to ENPC.</li> <li>• Two Request For Funds from Shawano Medical Center deferred to Dec. 14<sup>th</sup>. FVRTAC Meeting when we have funds available.</li> <li>• Bob read an email dated June 23, 2011 from Tami Moffat-Keenlance withdrawing the past Request For Funds for Ripon Medical Center to send 4 Nurses to TNCC. Due to their affiliation with Agnesian Healthcare these courses are now offered free of charge to RMC staff.</li> <li>• Val Heise from Riverside Medical Center Thanked the RTAC for sending 3Nurses to ENPC on Sept. 8<sup>th</sup>., 2 Nurses to TNCC Sept. 19<sup>th</sup>. And 3 Nurses to ENPC on Oct. 31<sup>st</sup>.</li> <li>• Bob reviewed the Budget of \$49,911.</li> </ul>	<ul style="list-style-type: none"> <li>• Val Heise made a motion, 2<sup>nd</sup>. By Suzy DeGroot to give Berlin EMS \$1050.00 for 3 EZIO drill sets when Contract funds from the State become available.</li> </ul>
Injury Prevention	Valerie Heise	<ul style="list-style-type: none"> <li>• In July at the Outagamie County Fair they had a Distracted Driver Simulator provided by AAA. They also had the Simulator set up in August at the Waupaca County Fair.</li> </ul>	
Performance Improvement	Sheila Barr	<ul style="list-style-type: none"> <li>• They are meeting tonight and will be discussing with all the hospitals about collecting the PI Indicators.</li> </ul>	
Medical Oversight	Craig Schneider	<ul style="list-style-type: none"> <li>• Discussed Trauma Symposium Booth as what went well and what to have in future booth.</li> <li>• Discussed Educational Topics for RTAC</li> </ul>	

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WHEPP	Tracey Froiland	<p>Meetings. To have Hunting Injuries as topic at October meeting.</p> <ul style="list-style-type: none"> <li>Discussed how EMS Appreciation Night went over and how to improve next year.</li> <li>Discussed updating RTAC Contact List (primary region only)</li> </ul> <p>WHEPP will be holding a statewide exercise in Jan. 2012.</p> <p>WHEPP Coordinators will be working with RTAC Coordinators to train EMS Services in the Patient Tracking Pilot Phase 2 program.</p>	<ul style="list-style-type: none"> <li>Approximately 50 people attended EMS Appreciation Night.</li> </ul>
STAC	Bob Nack	<ul style="list-style-type: none"> <li>ACS Site Review Consultation was at the Sheraton on John Nolan drive in Madison on June 27-30<sup>th</sup>. On June 28<sup>th</sup>, discussion was held regarding EMS, System Coordination and Patient Flow, and Disaster Preparedness.</li> <li>Digital Innovations held Trauma Registry training at the Sheraton Hotel in Madison on June 7<sup>th</sup>. The training covered basic Trauma Registry entering data and how to get reports.</li> <li>Hospital Classification Site Reviews started up again in August 2011. Hospitals should have received their notice if they are being reviewed.</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 and that is where hospitals can state their views regarding the site review process.</li> <li>There are 2 new Site Reviewers. One from a Level III Trauma Center and one from a Level IV Trauma Center</li> <li>There were 7 new STAC members introduced at the Oct. 12<sup>th</sup>. STAC Meeting.</li> <li>The next STAC Meeting is Dec. 7<sup>th</sup>.</li> <li>STAC is looking into the possibility of holding the Feb. 8, 2012 as a webcast meeting.</li> </ul>	<ul style="list-style-type: none"> <li>ACS was impressed by the work the RTACs have been doing. Still waiting for final written report from the State.</li> <li>Classification Site Reviews does require someone (could be different people) from a hospital to attend 80% of RTAC Meetings.</li> <li>Classification Site Reviews are done according to the Gold Book standards. FVRTAC does have 1 Gold Book to put out on loan for Hospitals to use for preparing for a Classification Site Review. You can contact Bob Nack to get the Gold Book.</li> <li>The 7 new STAC members</li> </ul> <p>Marshall Beckman MD, SE RTAC</p> <p>David Schultz MD, Fox Valley RTAC</p> <p>Paul Reckard MD, NE RTAC</p> <p>Tom Thelen RN, N/NW RTAC</p>

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RTAC Coordinator	Bob Nack	<ul style="list-style-type: none"> <li>• Pediatric Kits are going to become available free of charge to any Licensed First Responder Services.</li> <li>• EMSC Coordinator Marissa Roembke is resigning her position effective 12/1/11. So EMSC will be looking for a new Coordinator.</li> <li>• Any EMS Service interested in hosting the EMS Trauma Basics Educational program Version 2 please contact me. Version 2 has a new scenario and more pediatric training.</li> <li>• RTAC Coordinators are working on standardizing the RTACs Regional Trauma Plan.</li> <li>• RTAC Coordinators have been taking training in using the Patient Tracking hand held scanners for the Patient Tracking Pilot Phase 2 program.</li> <li>• In any Mass Casualty Incident (five or more patients) it is very important for the first EMS service on scene to notify the closest hospital of the incident.</li> </ul>	<p>Dan Diamon EMT-P – NWRAC</p> <p>Ann O'Rourke MD – SC RTAC</p> <p>Jason Selwitschka – EMT-P –Fox Valley RTAC</p> <ul style="list-style-type: none"> <li>• To receive a free Pediatric Kit contact your local Kiwanis Club or contact Bob Nack for more information.</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>• 12 people attended a recent PHTLS Instructors class in Clintonville. The Instructor manuals for this class were provided by FVRTAC.</li> <li>• Nettie reported she recently attended a “Trauma Care After Resuscitation (TCAR)” course. This course is new to WI.</li> <li>• Trauma Coordinators can go to this website for help with the Trauma Registry. <a href="http://sertacwi.org/Coordinators_Tool_Kit.html">http://sertacwi.org/Coordinators Tool Kit.html</a></li> <li>• Nettie read the RTAC Objectives for the Committees to know what they should be working on.</li> </ul>	<ul style="list-style-type: none"> <li>• Some of the PHTLS Instructors will be looking into the possibility of holding a PHTLS class in the future. Hopefully at the Dec. 14<sup>th</sup> RTAC Meeting there will be a report of any possible classes.</li> <li>• Objectives attached.</li> </ul>
New Business	Nettie Jenkins	<ul style="list-style-type: none"> <li>• Dec. 14<sup>th</sup> Meeting is the annual election. Positions up for election are: Trauma Director – Dr. Mike Foley EMS Medical Director - Dr. Dave Schultz Emergency Dept. Nurse – Nettie Jenkins Prehospital Provider – Tim Rosin</li> </ul>	

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Adjournment	Nettie Jenkins	<p data-bbox="591 170 1089 201">Public Health &amp; Injury Prevention – Val Heise</p> <ul data-bbox="545 254 1089 344" style="list-style-type: none"> <li data-bbox="545 254 1089 344">• The tentative Meeting dates for 2012 are Feb. 8<sup>th</sup>., April 11<sup>th</sup>., June 13<sup>th</sup>., Aug. 8<sup>th</sup>., Oct. 10<sup>th</sup>., Dec. 12<sup>th</sup>.</li> </ul>	<ul data-bbox="1130 380 1555 827" style="list-style-type: none"> <li data-bbox="1130 380 1555 506">• General Meeting adjourned at 7:05 pm. Motion by Dee Evans 2<sup>nd</sup>. by Sheila Barr to adjourn. Committee Meetings followed.</li> <li data-bbox="1130 579 1555 827">• Meeting adjourned at 6:45pm. There was an Educational Presentation that followed the regular meeting. Hunting Injuries was the topic presented by Jeff Grimm and Kirk Vandenberg. The presentation lasted approximately 0.5 hours.</li> </ul>