

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 14, 2011

TIME: 5:30 pm

PLACE: Liberty Hall
Kimberly

PRESIDING: Nettie Jenkins

RECORDER: R. Nack

NEXT MEETING: **February 8, 2012 at 5:30pm**
Liberty Hall, Kimberly

Present:

E.C. Members: James Austad, Sheila Barr, Suzy DeGroot, Mike Foley, Valerie Heise, Nettie Jenkins, Dave Rae, Tim Rosin, Dave Schultz, Linda Schwister,

Absent: Chandler Caves, Dee Evans, Kelly Schmude,

Other: Judy Burton, Mark Evers, Jinnifer Gauke, Jeff Grimm, Kelly Jung, Tami Keenlance, Don Kimlicka, Steve Krantz, Robert Nack, Dotty Rippl, Julie Thompson, Dan McCourt, Tim Rodgers, Scott Rogalsky, Jason Selwitschka

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Call to order	Nettie Jenkins	Ten Executive Council members were present.	<ul style="list-style-type: none"> A quorum was present.
Approval of 10/12/11 Minutes and 12/14/11 Agenda	Nettie Jenkins	<ul style="list-style-type: none"> Approve Minutes from 10/12/11 Meeting and approve 12/14/11 Agenda. 	<ul style="list-style-type: none"> Motion by Tim Rosin 2nd by Mike Foley. Motion approved.
Treasurer's Report	Tim Rosin	<ul style="list-style-type: none"> Tim Rosin gave Treasurer's Report for October and November. On 11/9/11 Tim received a prepayment check from the State for \$12,278.00. Tim had also submitted expenses and received a check on 12/5/11 for \$17,795.00. 	<ul style="list-style-type: none"> RTAC fund balance is \$21,288.56 as of 12/05/11.
Request For Funds	Nettie Jenkins	<ul style="list-style-type: none"> Julie Thompson made a request for printing 4,000 EMS Patient Reports at a cost of \$200. 	<ul style="list-style-type: none"> Val Heise made the motion and Sheila Barr 2nd. The motion to print 4,000 EMS Patient Reports at a cost of \$200. The EMS Patient Report is posted on the website www.foxrtac.net Motion

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		<ul style="list-style-type: none"> • Medical Oversight Committee made a request for funding EMS Appreciation Night to be held at Fox Valley Tech. Col. in March 2012. • Bob Nack read a Thank You letter from Waushara County Health Dept. for car seats and bicycle helmets that were funded by FVRTAC. • Request For Funds from Shawano Medical Center for \$250. to send a nurse to TNCC. This request was initially brought to the Oct. 12th. FVRTAC Meeting but was deferred till tonight because we hadn't received funds from the State in Oct. • Shawano Medical Center made a Request For Funds actually at Oct. 12 FVRTAC Meeting and it was deferred to Dec. Meeting. Request For Funds is for car seats for \$1510.00. • Request For Funds from Gold Cross Ambulance for \$500.00 for bike helmets for their Spring Open House and Bike Clinic. • Request For funds from Tim Rodgers and Berlin EMS Tactical EMS Team. Request was deferred till Dee Evans is at RTAC Meeting. • Tim Rosin mentioned that Waushara County has a Sim Manikin bought by FVRTAC and is available for training. Contact Tim Rosin to use the Sim manikin. 	<p>approved.</p> <ul style="list-style-type: none"> • Tim Rosin made a motion 2nd. By Jim Austad to fund up to \$2,000.00 for the EMS Appreciation Night. Motion approved. • Motion by Tim Rosin 2nd. by Suzy DeGroot to give Shawano Medical Center \$250. to send a nurse to TNCC. Motion approved. • Motion by Val Heise 2nd. By Suzy DeGroot for \$1510.to go to Shawano Medical Center for car seats. Motion approved. • Motion by Tim Rosin 2nd. By Val Heise for \$500.00 for Gold Cross Ambulance for Bike Helmets. Motion approved.
Injury Prevention	Valerie Heise	<ul style="list-style-type: none"> • They didn't meet at last Meeting because Val was the only one there. 	
Performance Improvement	Sheila Barr	<ul style="list-style-type: none"> • The Hospitals that were there did discuss collecting the PI Indicators and are going to be sending out that information to the hospitals that weren't there. 	

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Medical Oversight	Nettie Jenkins	<ul style="list-style-type: none"> • Discussed a 2nd. Printing of the EMS Patient Report (1/2 sheet). • Discussed how Mass Casualty Incidents are handled in FVRTAC. • Discussed planning for EMS Appreciation Night in March 2012. • Discussed updating RTAC Contact List (primary region only) 	<ul style="list-style-type: none"> • First Ambulance on scene needs to contact the closest hospital and notify hospital about the incident and approximate number of patients. EMS should be using Triage Tags.
WHEPP	Bob Nack	<ul style="list-style-type: none"> • WHEPP is sponsoring some Tactical EMS (TEMS) courses in WI. Please contact me if you are interested in having a TEMS course in our RTAC. • WHEPP will be holding a statewide drill on Jan. 25th. 2012 in Brown County. The drill is going to be a snow tornado. • WHEPP Coordinators will be working with RTAC Coordinators to train EMS Services in the Patient Tracking Pilot Phase 2 program. 	
STAC	Dave Schultz	<ul style="list-style-type: none"> • New STAC Members from FVRTAC are Dr. Schultz and Jason Selwitschka. • Dr Marshall Beckman is STAC Chairman and Dr David Schultz is STAC Vice- Chairman. There are still 3 openings on STAC. Marianne would like another Pediatric representative. • Next STAC Meeting is Feb 8· 2012. Which that Meeting will be webcast (more information coming later), or you can go to DHS B370. • STAC moved on a recommendation from the Hospital Site Review Committee that in Level III facilities the General Surgeon has to be current in ATLS. ER Physicians boarded in Emergency Medicine only have to take ATLS once. ER Physician not boarded in Emergency Medicine must be current in ATLS. Also the Trauma Director has to be current in ATLS. Level IV Hospitals ER Physician boarded in Emergency Medicine need to take ATLS once. ER Physician not boarded in Emergency Medicine need to stay current in ATLS. Time frame for these requirements hasn't been determined at this time. Classes are available 	<ul style="list-style-type: none"> • Classification Site Reviews does require someone (could be different people) from a hospital to attend 80% of RTAC Meetings. • 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.

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RTAC Coordinator	Bob Nack	<p>in Milwaukee, Marshfield, and Madison.</p> <ul style="list-style-type: none"> • STAC has 3 priorities to work on; <ol style="list-style-type: none"> 1. Is to open the rules to make wording changes to coincide with the ACS Book. 2. Is funding. 3. Improve relation of Trauma and EMS. • On Dec. 15th RTAC Coordinators did training in receiving Regional Registry Reports. There are 8 reports: Audit Filter, Data Completeness, Demographics, Mini Trauma Service Summary, Patient Record List, Pre Charts, and Trauma Service Summary. The RTAC Coordinators will get these Reports for the PI Committee to review. • Registry Data Due Dates: <table border="0" style="margin-left: 20px;"> <tr> <td>Registry Data Due Dates:</td> <td>Due Date</td> </tr> <tr> <td>July – August 2011</td> <td>11/30/11</td> </tr> <tr> <td>September – Dec. 2011</td> <td>02/29/12</td> </tr> <tr> <td>January – March 2012</td> <td>5/31/12</td> </tr> <tr> <td>April – June 2012</td> <td>8/31/12</td> </tr> <tr> <td>July – August 2012</td> <td>11/30/12</td> </tr> </table> • Pediatric Kits are available to any Licensed First Responder Services. • EMSC Coordinator Marissa Roembke resigned her position effective 12/1/11. DHS is looking at this position being a contracted Service. • 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. • RTAC Coordinators are working on standardizing the RTACs Regional Trauma Plan. • RTAC Coordinators have been taking training in using the Patient Tracking hand held scanners for the Patient Tracking Pilot Phase 2 program. • There is a Classification Process Committee in Madison which is open to the public. This Meeting takes questions from the hospitals regarding Classification Site Reviews. It was very informative and well attended. At this meeting it was mentioned anytime a Trauma Activation is called a Surgeon needs to be responding to the Hospital. • At the June 6th Trauma Coordinator Meeting there will be a presentation on Charging for Activations. • Trauma Coordinators can go to this website for help with the Trauma Registry. 	Registry Data Due Dates:	Due Date	July – August 2011	11/30/11	September – Dec. 2011	02/29/12	January – March 2012	5/31/12	April – June 2012	8/31/12	July – August 2012	11/30/12	<ul style="list-style-type: none"> • See attached RTAC Coordinator Monthly Report for more information. • To receive a Pediatric Kit contact your local Kiwanis Club or contact Bob Nack for more information. • Trauma Basic Educational presentation covers STAC, RTAC, State EMS Report Half Sheet, GCS, START Triage, and a Mass Casualty Incident.
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Executive Council Election	Nettie Jenkins	<p>http://sertacwi.org/Coordinators Tool Kit.html</p> <ul style="list-style-type: none"> • RTAC Coordinators will have a booth at the WEMSA Conference on Jan 27 & 28th. • 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. • Positions up for Election: Emergency Dept. Nurse- Nettie Jenkins EMS Medical Director- Dr. David Schultz Member At Large- Jason Selwitschka Prehospital Provider- Tim Rosin Public Health/Injury Prevention- Val Heise Trauma Surgeon- Dr. Michael Foley 	<ul style="list-style-type: none"> • There was a motion by Jim Austad 2nd. by Dave Schultz that since none of the positions were apposed to cast a unanimous ballot for all the positions. Motion passed.
Educational Classes	Don Kimlicka	<ul style="list-style-type: none"> • Don Kimlicka mentioned he will be holding a PHTLS course in late Feb. or early March. • Dr. Schultz mentioned there are 10 ATLS classes offered during the calendar year. 	<ul style="list-style-type: none"> • More information will be coming when Don has dates scheduled.
New Business	Nettie Jenkins	<ul style="list-style-type: none"> • The tentative Meeting dates for 2012 are Feb. 8th. April 11th. June 13th. Aug. 8th. Oct. 10th. Dec. 12th. 	
Adjournment	Nettie Jenkins		<ul style="list-style-type: none"> • Motion by Michael Foley for the Meeting to adjourn, 2nd. by Jim Austad. Executive Council went into Closed Session to discuss RTAC Coordinator Contract.

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