

# 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: August 08, 2012  
 TIME: 5:30 pm  
 PLACE: Liberty Hall  
 Kimberly  
 PRESIDING Nettie Jenkins  
 RECORDER R. Nack  
 NEXT MEETING: **October 10, 2012 at 5:30pm**  
 Liberty Hall, Kimberly

**Present:**

E.C. Members:, James Austad, Suzy DeGroot, Dee Evans, Valerie Heise, Nettie Jenkins, Kelly Schmude, Dave Schultz, Linda Schwister, Jason Selwitschka

**Absent:**, Chandler Caves, Mike Foley, Tim Rosin, Dave Rae

**Other:** Tina Brechlin, Jen Danzeisen, Fay Diedrick, Mark Evers, Jinnifer Gauerke, Don Kimlicka, Robert Nack, Darcy Oligney, Dotty Rippl, Alice Schneider, Kirk Vandenberg, Brian VandenLangenberg, Tracy Warren, Barb Wolf, Teresa Paulus, Cindy Draws, Andrew Werth

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Call to order	Nettie Jenkins	Nine Executive Council members were present.	<ul style="list-style-type: none"> <li>A quorum was present.</li> </ul>
Approval of 06/13/12 Minutes and 08/08/12 Agenda	Nettie Jenkins	<ul style="list-style-type: none"> <li>Approve Minutes from 06/13/12 Meeting.</li> <li>Approve 08/08/12 Meeting Agenda.</li> </ul>	<ul style="list-style-type: none"> <li>Motion by Jason Selwitschka 2<sup>nd</sup>. by Dee Evans to approve 06/13/12 Minutes, and motion by Jim Austad 2<sup>nd</sup>. by Kelly Schmude to approve the 08/08/12 Agenda. Motions approved.</li> </ul>
Treasurer's Report	Bob Nack	<ul style="list-style-type: none"> <li>Bob Nack gave Treasurer's Report for August 2012.</li> <li>Discussion held on how to distribute previous year's leftover funds.</li> </ul>	<ul style="list-style-type: none"> <li>RTAC fund balance is \$11,249.99 as of 08/08/12.</li> <li>Nettie is going to check to make sure the funds can be dispersed. Anyone interested in completing a Request for Funds should submit an application to RTAC Coordinator at <a href="mailto:rnack@yahoo.com">rnack@yahoo.com</a> by Oct. 3<sup>rd</sup>. The form and requirements for</li> </ul>

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Injury Prevention		<ul style="list-style-type: none"> <li>• They didn't meet at last FVRTAC Meeting.</li> </ul>	<p>submitting can be found at <a href="http://www.foxrtac.net">www.foxrtac.net</a></p>
Performance Improvement	Bob Nack	<ul style="list-style-type: none"> <li>• The Committee reviewed the Regional Registry Reports that were just made available through Digital Innovations.</li> <li>• All hospitals should be able to get your Trauma Registry Reports. Any hospital that needs assistance in getting your Trauma Registry Reports please contact Bob Nack and I will try to help you get your reports.</li> </ul>	<ul style="list-style-type: none"> <li>• Will be looking into making some pie charts to give a report in the future.</li> </ul>
Medical Oversight	Nettie Jenkins	<ul style="list-style-type: none"> <li>• Reviewed the surveys from EMS Appreciation Night. The surveys scoring range was 0-5, with 5 being the highest. The survey averages were 4.5-4.9.</li> </ul>	<ul style="list-style-type: none"> <li>• Surveys indicated EMS Appreciation Night was well received and they hope it is continued in the future.</li> </ul>
WHEPP	Bob Nack	<ul style="list-style-type: none"> <li>• The State WHEPP Director Kevin Wernet is planning on attending one of our FVRTAC Meetings in the future.</li> <li>• WISCOM radio communication system is giving grants up to \$15,000.to hospitals to purchase backup WISCOM radios. These radios with towers are capable of reaching 98% of WI. So they will be great for interfacility transport of patients.</li> <li>• WHEPP has offered ABLS classes on line and now offer an additional ABLS Hands On Course. 66 people have taken the Hands On Course and there will be additional courses available next year.</li> <li>• Tracey is working on setting up Incident Command Center or Emergency Medical Operations training at the FEMA Training Center in Anniston AL. The training dates will be the first or second week in Dec. More information will be coming as it becomes available.</li> <li>• On June 21<sup>st</sup> at Winnebago Co. Emergency Management office there was a tabletop exercise regarding a Mass Casualty Incident at EAA.</li> </ul>	<ul style="list-style-type: none"> <li>• Contact Tracey Froiland at <a href="mailto:tracey.froiland@thedacare.org">tracey.froiland@thedacare.org</a> for more information on how to apply for a WISCOM radio grant.</li> <li>• To take an ABLS course contact Tracey Froiland at <a href="mailto:tracey.froiland@thedacare.org">tracey.froiland@thedacare.org</a></li> <li>• For more informational about the training in Anniston, AL contact Tracey Froiland at <a href="mailto:tracey.froiland@thedacare.org">tracey.froiland@thedacare.org</a></li> </ul>

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STAC	Jason Selwitschka	<ul style="list-style-type: none"> <li>• Save the date for a Tactical EMS Class Feb. 4<sup>th</sup>. &amp; 5<sup>th</sup>.</li> <li>• Dr. Lerner and Dr. Cassidy from the Injury Research Center Medical College of WI gave a Trauma Registry Data Analysis presentation. The data was gathered from 18,000 trauma patients from 2008-2011.</li> <li>• Discussion regarding hospitals getting patient reports from EMS Services is a problem.</li> <li>• STAC and EMS Advisory Board will have a joint meeting Oct. 10, 2012.</li> <li>• The State of WI Trauma Field Triage and Transport Protocol “is being reviewed at the State EMS office right now.</li> <li>• The State office is in the process of hiring an Epidemiologist to oversee the Registry Data.</li> <li>• NHTSA did a review of the EMS Office June 25-27, 2012.</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> </ul>	
RTAC Coordinator	Bob Nack	<ul style="list-style-type: none"> <li>• RTAC Objectives for 2012-2013 are the same as this year Objectives.</li> <li>• FVRTAC contract can’t be completed until a decision is made weather to use the State with a purchase order process as the FVRTAC Fiscal Agent or to try to have a FVRTAC Fiscal Agent.</li> <li>• At the Oct. 10<sup>th</sup>. Joint STAC and EMS Advisory board they will discuss the EMS and Hospital triage color coding.</li> <li>• Dr. Kim who is the chair of the State EMSC Committee would like to give a presentation at one of our FVRTAC Meetings.</li> <li>• Trauma Coordinators Toolbox is on our website <a href="http://www.foxrtac.net">www.foxrtac.net</a></li> <li>• Any EMS Service interested in hosting the</li> </ul>	<ul style="list-style-type: none"> <li>• Nettie Jenkins is doing some more checking on the Purchase Order process and will relay that information to the Executive Council. After that Nettie will poll the Executive Council for a decision.</li> </ul>

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		<p>EMS Trauma Basics Educational program Version 2 please contact me. Version 2 has a new scenario and more pediatric training.</p> <ul style="list-style-type: none"> <li>• Registry Data Due Dates:   Due Date  January – March 2012       5/31/12  April – June 2012           8/31/12  July – August 2012         11/30/12</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>	<ul style="list-style-type: none"> <li>• Trauma Basic Educational presentation covers STAC, RTAC, State EMS Report Half Sheet, GCS, START Triage, and a Mass Casualty Incident.</li> </ul>
RTAC Coordinator Contract	Nettie Jenkins	<ul style="list-style-type: none"> <li>• Report that the Executive Council has been working on writing a new RTAC Coordinator Contract and scope of practice. Tim Rosin has created a draft document and the Executive Council will go into closed session to discuss that tonight. They will let the RTAC Coordinator know when they have it completed.</li> </ul>	
Educational Classes	Nettie Jenkins	<ul style="list-style-type: none"> <li>• Don Kimlicka from Clintonville Area Ambulance is having a PHTLS course Dec. 7&amp;8<sup>th</sup>. Please contact Don Kimlicka at <a href="mailto:clintamb@frontiernet.net">clintamb@frontiernet.net</a> for more information.</li> </ul>	
New Business	Nettie Jenkins	<ul style="list-style-type: none"> <li>• The FVRTAC Meeting dates for 2012 are Oct. 10<sup>th</sup>. Dec. 12<sup>th</sup>.</li> </ul>	
Adjournment			<ul style="list-style-type: none"> <li>• Motion by Jim Austad 2<sup>nd</sup>. by Jason Selwitschka to adjourn at 6:44pm.</li> </ul>

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