

FOX VALLEY REGIONAL TRAUMA EXECUTIVE COUNCIL

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| | 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 11, 2013

TIME: 5:30 pm

PLACE: Liberty Hall
Kimberly

PRESIDING: Jim Austad

RECORDER: R. Nack

NEXT MEETING: **February 12, 2014 at 5:30pm**
Fox Valley Technical College Room C190B

Present:

E.C. Members:, James Austad, Dee Evans, Mike Foley, Valerie Heise, Nettie Jenkins, Jason Selwitschka, Linda Schwister,
Absent:., Suzy DeGroot, Chandler Caves, Tim Rosin, Kelly Schmude, Dave Schultz, Brian VanDenLangenberg

Other: Tina Brechlin, Judy Burton, Mark Evers, Jason Garcia, Jeff Grimm, Kathi Hegranes, Sara Heidel, Samantha Hilker, Kelly Jung, Robert Nack, Matt Overton, Scott Rogalsky, Tabitha Uitenbroek, Barb Wolf

| TOPIC | SPEAKER | PURPOSE/DISCUSSION | ACTION/CONCLUSION |
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| Call to order | Jim Austad | Seven Executive Council members were present. | <ul style="list-style-type: none"> A quorum was present. |
| Approval of 09/11/13 Minutes and 12/11/13 Agenda | Jim Austad | <ul style="list-style-type: none"> Approve Minutes from 9/11/13 Meeting. Approve 12/11/13 Meeting Agenda. | <ul style="list-style-type: none"> Motion by Dee Evans 2nd by Nettie Jenkins to approve 09/11/13 Minutes and 12/11/13 Agenda. Motion approved. |

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| Treasurer's Report | Bob Nack | <ul style="list-style-type: none"> • The 2013-2014 State Contract with FVRTAC for \$49,911.00 was completed in Sept. • Requests for Funds were: Wild Rose Hospital TNCC course= \$2500.00 RTTDC Instructor Honorarium = \$1500.00 RTTDC 40 books x \$30./per book = \$1200. Berlin Mem. Hosp. Peds. Course = \$2500.00 Berlin Mem.Hosp.SWATT Trauma Kits \$810. | <ul style="list-style-type: none"> • FVRTAC has a balance of \$31,770.62 • After lengthy discussion Jason Selwitschka made a motion 2nd. by Val Heise to give RTTDC Instructor honorarium \$1500.00 and Berlin Memorial Hospital SWATT team Trauma kits \$810. The other requests were tabled till a hospital representative is present to explain in detail their request. Motion passed. |
| Injury Prevention | Val Heise | <ul style="list-style-type: none"> • Val reported that with her involvement in Injury Prevention, that at Riverside Hospital she gave a Fall Prevention presentation. As a result formed a Fall Prevention coalition including Community members, Facility & Aging group, Senior Center & Public Health. This coalition will be offering a Fall Prevention Clinic. | |
| Performance Improvement | Bob Nack | <ul style="list-style-type: none"> • Bob reported on the State PI Committee report regarding patient reports left at the hospital. | <ul style="list-style-type: none"> • Attached is State PI Committee Survey. |
| Medical Oversight | Jeff Grimm | <ul style="list-style-type: none"> • Starting planning for 2014 EMS Appreciation Night. • Reviewed Patient EMS ½ sheet for printing. | |
| WHEPP | Bob Nack | <ul style="list-style-type: none"> • WHEPP has a new State Coordinator she is Carolyn Strubel. • WITRAC is using a new vender which is Intermedix. There will be training for this. • WISCOM radio system will be a back up communication system for hospital and is in the planning stages right now. | |

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| STAC | Jason Selwitschka | <ul style="list-style-type: none"> • Dr. Lerner gave report that GCS on patient reports are present 72-84%. She is also reviewing scene times and hospital utilization. • Looking at refining the patient half sheet. When completed they will be funded and available through the State. • There was a presentation at STAC regarding Regionalization. This is to align WEM, WHEPP, Public Health, and RTAC in WI to the same region boundaries. WEM suggested going to their six WEM Regions. You can see the 6 regions at http://emergencymanagement.wi.gov/about/regional_offices.asp • STAC received recommended guidelines for utilization of helicopters. This was approved by STAC and EMS Advisory Board. | <ul style="list-style-type: none"> • There was lengthy discussion which most people oppose the idea of combining RTACs to meet the 6 WEM Regions. You can send your thoughts to Jennifer Ullsvik at Jennifer.Ullsvik@dhs.wisconsin.gov by Christmas. • Helicopter Utilization Guidelines attached. | | | | | | | | |
| RTAC Coordinator | Bob Nack | <ul style="list-style-type: none"> • Jennifer Ullsvik who is the Section Chief of Emergency Health Care and Preparedness is the interim State Trauma Coordinator. If you have any questions regarding a site review contact Jennifer at jennifer.ullsvik@wi.gov • There is a new Trauma Basic 3.0 class to be given to all EMS Services in WI. Any EMS Service interested in hosting the EMS Trauma Basics Educational program please contact me. • Trauma Coordinators Toolbox is on our website www.foxrtac.net • Registry Data Due Dates: <table border="0" data-bbox="592 1396 1006 1522"> <tr> <td>Due Date</td> <td></td> </tr> <tr> <td>January – March 2014</td> <td>5/31/14</td> </tr> <tr> <td>April – June 2014</td> <td>8/31/14</td> </tr> <tr> <td>July – August 2014</td> <td>11/30/14</td> </tr> </table> • 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. | Due Date | | January – March 2014 | 5/31/14 | April – June 2014 | 8/31/14 | July – August 2014 | 11/30/14 | <ul style="list-style-type: none"> • Trauma Basic Educational presentation covers STAC, RTAC, State EMS Report Half Sheet, GCS, Triage, Burns and a Mass Casualty Incident. • RTAC Coordinator Report attached. |
| Due Date | | | | | | | | | | | |
| January – March 2014 | 5/31/14 | | | | | | | | | | |
| April – June 2014 | 8/31/14 | | | | | | | | | | |
| July – August 2014 | 11/30/14 | | | | | | | | | | |
| Election | Bob Nack | <ul style="list-style-type: none"> • Annual Executive Council election was held. Elected positions are: Trauma Coordinator: Brian VanDenLangenberg, Pre-hospital Provider: Samantha Hilker Hospital Administrator: Kelly Schmude | <ul style="list-style-type: none"> • Jeff Grimm was actually elected to the Pre Hospital provider position but in the Bylaws it states there can only be 4 Executive Council members from any facility. There | | | | | | | | |

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| | | <p>Member at Large: Jim Austad Member at Large: Jason Selwitschka</p> | <p>were already 4 Executive Council members from Thedacare organization. Samantha Hilker had the next highest votes so she fills the Pre-hospital Provider position.</p> |
| Educational Classes | Dr. Schultz | <ul style="list-style-type: none"> • Dr. Schultz is planning on holding some Rural Trauma Team Development Courses (RTTDC). | <ul style="list-style-type: none"> • Any hospital interested in having an RTTDC course contact Dr. Schultz at david.schultz@thedacare.org |
| New Business | | <ul style="list-style-type: none"> • 2014 Meeting dates Feb. 12th. Meeting at FVTC in room C109B, April 9, June 11, Aug. 13, Oct. 8 or 15, Dec. 10 | |
| Educational Presentation | Jeff Grimm | <ul style="list-style-type: none"> • Hypothermia | |
| Adjournment | | <ul style="list-style-type: none"> • Motion to adjourn made by Jason Selwitschka, 2nd. by Nettie Jenkins. Motion carried. | <ul style="list-style-type: none"> • Meeting adjourned at 7:30 Committee Meetings to follow. |

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