

NCRTAC Executive Council Meeting
20 Jan 2011
Saint Clare's Hospital

Chair: Crystal Lothe

Members present: Sandy Johnson, Ken Marg, Caroline Neumueller, Robyn Schertz, Nick Sphatt, Dr. P'ng, Dr. Clark, Dorothy Weigel, Renee Babbitts, Sue McVey, Jason Keffeler

Others present: Terri Nichols, Mike Trelow, Scott Perrin, Chris Gengler, Dr. Gordon, Josh Finke

Recorder: Michael Fraley

Call to order	Meeting was called to order by Crystal Lothe.
Correspondence	None
Hospital Communication/ RTAC Support	Crystal has forwarded the letter to Dr. Curtis for review and feedback.
Definitive Care Committee	<p>Committee will have the following minimal membership:</p> <ul style="list-style-type: none"> • Trauma program managers from the Level II facilities • Trauma medical directors (or designee) from Level II facilities • 1 ED physician from a Level III or IV • 1 ED Nurse Manager or Trauma Program Manager from a Level III or IV • 1 Interfacility transfer service representative <p>Participation will be open except when a vote is required.</p> <p>A Chair and Vice-Chair will be elected by the group at their first meeting.</p> <p>The group will review the scope of duties document drafted by Dr. Gordon and prioritize the elements.</p> <p>Crystal will send a letter recruiting members with a deadline for application. She will send applicant list to Executive Committee to review prior to our next meeting.</p> <p>Motion by Sphatt to set the structure of the Definitive Care Committee as noted above. Second by Keffeler. APPROVED.</p>
Project funding	<p>Sandy Johnson presented the following request for grant funding:</p> <p>“I would like to apply for scholarships for Spirit Conference for 2011 from NCRTAC monies. This year we will be having EMS Appreciation events both at SJH and in the Northwoods, and I would like to distribute them as prize drawing gifts at each event. Weston has an event as well, although historically it has been very small, so they would need a couple as well to be fair.</p> <p>My thought is that if I had 6 for SJH, 6 for the Northwoods and 3 for Weston, that would be great. Full conference fees are \$110.00, the grant would be a total of \$1,650.00.</p> <p>By giving them out in May, people would have enough notice to factor in time off in their schedules. If the ones who won them have no desire, we could redraw that night right away.”</p>

	<p>Group asked Jason if he would consider doing a similar project for the Aspirus Trauma Conference.</p> <p>Motion by Sphatt to approve a grant of \$1650.00 to Ministry Health Care for scholarships to the Spirit Trauma Conference. Second by McVey. APPROVED.</p> <p>Josh encouraged the committee to consider a program to allow individuals to apply to the RTAC for education grants throughout the year.</p>
Other business	None.
Future agenda items	Development of Definitive Care Committee
Adjourn	Motion to adjourn by Neumueller, second by Sphatt. APPROVED.