

NORTHCENTRAL REGIONAL TRAUMA ADVISORY COUNCIL MEETING MINUTES OF May 20, 2010

Aspirus Wausau Hospital – Wausau, WI

Members Present: Michelle Armstrong, Renee Babbits, Stefanie Carter, Dr. Michael Clark, Dr. Curtis, Doug Duchac, Lisa Ebert, Jeff Freese, John Happli, Dr. Iskander, Jason Keffeler, Dr. Jenny Larson, Ray Lemke, Crystal Lothe, Randy Magnus, Ken Marg, Neil Neinast, Caroline Neumueller, Terry Nichols, Kurt Riel, Dr. Schertz, Amy Schmidt, Toni Smith, Nick Sphatt, Jared Thompson, Sharon Thorpe, Mike Trelow, Dorothy Weigel, Pamela Weiss-Lockhart

Chairperson: Sandra Johnson

NCRTAC Coordinator/ Recorder: Michael Fraley

Introduction and Welcome	Sandy Johnson welcomed attendees to Aspirus Wausau Hospital. Attendee introductions.
Injury Prevention Presentation	Sue Nowak, Northcentral Healthcare, presented their Alcohol & Drug Awareness Program including the visual aids they have. The Injury Prevention Committee is considering purchasing the products and asked for group feedback and discussion.
March Meeting Minutes	March meeting minutes approved as written. Motion: Neil Neinast. Second: Crystal Lothe. APPROVED
Correspondence	Don Kimlicka has resigned from the Executive Committee due to his work schedule and not being able to attend meetings.
Expense Report	Michael presented the annual budget and expense report to date. The State has given each RTAC an additional \$5665 to spend this fiscal year. At this time there is \$26,222 remaining. Upcoming expenses: \$5785 – Coordinator salary & mileage, \$1400 – Coordinator laptop, \$3100 – PI committee, \$4000 – IP committee. This leaves \$11,937.
Fiscal Agent	As outlined in the Bylaws, the fiscal agent role will rotate between Saint Joseph's and Aspirus every two years. Aspirus will begin their term July 1. Stefanie has already been working with the State to get this lined up.
Coordinating Facility	HFS Rules require that the RTAC designate a Coordinating Facility. A Level I or II must serve in this role if there is one in the RTAC. SJH has been the coordinating facility for the last several years. Motion by Dr. Iskander to have AWH designated as the coordinating facility. Second by Caroline. APPROVED.
Executive Council Elections	Six nominations were received. Nomination papers were circulated for the audience to review. There are five positions open. Stefanie Carter and Dr. Iskander were re-elected. Renee Babbits, Dr. Michael Clark and Dorothy Weigel were elected.
RTAC Coordinator Report	<p><u>Trauma Basics Training</u> Five more sessions have been completed for a total of twelve. One more is scheduled. Funding remains available for the next year to do more.</p> <p><u>PPE for EMS</u> Project is finishing. All shipments should be out.</p> <p><u>H1N1 After Action Review</u> WHEPP is sending surveys to a variety of agencies including hospitals and EMS as an After Action Review for the H1N1. Please complete.</p>

	<p><u>Peds EMS Equipment</u> The GFWC project to equip all ambulances with pediatric equipment is still available. Bags are also available for Emergency Medical Responder groups through the Kiwanis.</p> <p><u>2010-2011 Objectives</u> A draft of next year's objectives is out. They will be fairly broad and follow the basic operation and committee structure of the RTAC. We do not expect any difficulty meeting the objectives as currently drafted.</p> <p><u>State Trauma Website</u> The website has had some delays and is not up yet. Michael will forward the link to the group when it is up.</p> <p><u>Trauma Registry Report</u> Connie has forwarded a report from April to all trauma coordinators and registrars. No one is aware of any changes from the April update.</p> <p><u>HFS 118</u> Discussion is still on going on whether not HFS 118 will be opened in its entirety or by part. Michael will forward information on this as it becomes available.</p> <p><u>Hospital Designation Process</u> Hospital designation site reviews remain on hold and will not likely restart until 2011. Any hospital that expires in 2010 will automatically be renewed at their current level.</p>
Committee Reports	<p><u>Process Improvement</u> Reviewed PI data compiled by Michael at last meeting. Dr. Iskander asked where the RTAC feels the PI program should be going. Group feels that they have not been able to affect any meaningful changes to date.</p> <p><u>Injury Prevention</u> Discussed the alcohol/drug awareness program. Group felt that it would be a good use of IP funds. Committee will meet later to determine how many kits to buy.</p> <p><u>Out of Hospital</u> No report.</p>
Grant project	Group reviewed recommendation to use a grant process to spend the remaining NCRTAC 2009-2010 budget. Michael presented application and review documents based on the 2007 grant process. Group agreed to recommendation. Executive Committee will review recommendation later today.
New Business	None
Announcements/ Training	Happy EMS Week
Adjournment	Motion to adjourn by Ken Marg. Second by Crystal Lothe. APPROVED.

Next Meeting: Saint Clare's Hospital
July 15, 2010
0900-1200