

# NORTHCENTRAL REGIONAL TRAUMA ADVISORY COUNCIL MEETING MINUTES OF November 17, 2011

Ministry Saint Clare's Hospital - Weston, WI

Members Present: Michelle Armstrong, Renee Babbitts, Michael Clark, Doug Duchac, Lisa Ebert, Brenda Fellenz, Cathy Fletcher, Philip Fusco, Chris Gengler, Jason Keffeler, Karen King, Ken Marg, Sue McVey, Sheila Meyer, Louise Minisan, Heong P'ng, Kathy Palm, Amy Schmidt, Toni Smith, Kathy Stoney, Denny Thomas, Mike Trelow, Helen Walsh, Dorothy Weigel

Chairperson: Terry Nichols

NCRTAC Coordinator/ Recorder: Michael Fraley

Introduction and Welcome	Terry welcomed attendees to Ministry Saint Clare's Hospital. Attendee introductions.
September Meeting Minutes	Motion by Cathy Fletcher to approve the September meeting minutes as written. Second by Toni Smith. APPROVED
Correspondence	None.
Meeting Attendance Survey	Michael reviewed the results of the recent survey sent to members asking for input on improving meeting attendance. (Presentation attached.) Group agreed that education is the key to increasing interest. Michael asked for assistance identifying education topics and recruiting speakers. Group agreed to try one or two evening meetings next year. Michael will work arrange an evening meeting in March. Michael to ask if the RTAC can use funds to reimburse members for mileage when attending the general meeting.
Budget Report	The 2011-2012 contract has been signed by the state and returned to Aspirus. The contract is for \$49,911. We have used \$13,582 to date.
Executive Council Special Election	Ballots for the Special Election were distributed. Candidates present introduced themselves. Nomination forms of those not present were read to the group. Michelle Armstrong was nominated from the floor. Motion by Ken Marg to close nominations. Second by Sue McVey. APPROVED. Motion by Ken Marg to unanimously accept all four candidates to fill four of the six open positions. Second by Dr. Clark. APPROVED.  New Executive Council members: <ul style="list-style-type: none"> <li>• Denny Thomas – WHEPP</li> <li>• Bert Nitzke – WI DOT Communications</li> <li>• Dr. Robyn Schertz – Ministry Good Samaritan Health Center</li> <li>• Michelle Armstrong – Aspirus Wausau Hospital</li> </ul>
RTAC Coordinator Report	<u>Trauma Basics</u> Michael has done 3 sessions in the last month with hopes to schedule more soon. New content for the presentation and a new title will begin after the first of the year.

	<p><u>Podcast</u> The October podcast was an interview with Dr. Brooke Lerner about the SALT triage protocol. An interview with the SCRTAC Coordinator Dan Williams on the Patient Tracking Pilot project will be the November podcast and posted before the end of the month. Additional topics and interviewees are welcome.</p> <p><u>Logo wear</u> Apparel with the NCRTAC logo are now available through Sanmar.com. You can download the logo from the NCRTAC website and upload it to Sanmar to see how the logo will look on various shirts, etc. If you are interested in ordering a piece of apparel, contact Michael.</p> <p><u>Newsletters</u> Michael now provides NCRTAC news and information for the Northcentral Technical College EMS newsletter as well as Ministry's Vital Connections. If you are aware of any other newsletters or mailing that are looking for content or news please let Michael know.</p> <p><u>Coordinator email address</u> When the new NCRTAC website was launched Michael set up a "Information" email account to keep SPAM away from the primary "Coordinator" email account. SPAM has not been a problem with either account and valid emails sent to "Information" have been missed. Michael has taken the "Information" account off the website. Please check your contact lists to make sure you have <a href="mailto:Coordinator@NCRTAC-WI.org">Coordinator@NCRTAC-WI.org</a> as Michael's email.</p>
State Office/ STAC	<p><u>Mailings from Marianne</u> Michael asked if any trauma program managers were not getting emails from State Trauma Coordinator Marianne. She is trying to keep hospital TPMs up to date with mailings. If you do not get her emails contact her or Michael</p> <p><u>American College of Surgeons Consultation Report</u> The final report from the ACS system consultation visit is available in the NCRTAC website file center. Over the next few months it will be reviewed by various groups to identify action items and begin work toward the recommendations.</p> <p><u>Current STAC membership</u> Marshall Beckman MD, SE RTAC David Schultz MD, Fox Valley RTAC Paul Reckard MD, NE RTAC Tom Thelen RN, N/NW RTAC Dan Diamon EMT-P – LSRTAC, RTAC Coordinators Ann O'Rourke MD – SC RTAC Jason Selwitschka – EMT-P – Fox Valley RTAC Alex Beuning – N/NW RTAC Merrilee Carlson – LSRTAC Brenda Fellenz – NCRTAC, EMS Board David Gourlay SERTAC Cheryl Paar - SWRTAC</p> <p><u>Pediatric Jump Bags for First Responders</u> The GFWC and Kiwanis are now offering support to get licensed first</p>

	<p>responder groups pediatric jump bags. Services can contact Michael for more information.</p> <p><u>Patient Tracking project</u> The phase 2 patient tracking pilot involving Stevens Point FD/ Saint Michael's Hospital and Rib Mountain FD/ Aspirus Wausau Hospital is back underway. Michael will provide a full demonstration of the project in January.</p> <p><u>Regional Trauma Registry Reports</u> Michael now has a password to generate regional reports but we are waiting training.</p> <p><u>Registry Toolbox</u> Michael Trelow discussed the Trauma Registrar tool kit that the State Trauma Registrar group has been developing. The kit is available on the NCRTAC website. Michael also encouraged members to check out the Trauma Coordinator tool kit available at the SERTAC site. A link will be posted on our site.</p> <p><u>State TPM committee</u> Terry is now the Chair of the committee. She reviewed the 6 criteria that the state recommends all level 3 &amp; 4 hospitals have as their minimal trauma activation criteria:</p> <ul style="list-style-type: none"> <li>• SBP &lt; 90</li> <li>• Resp &lt; 10 or &gt; 30</li> <li>• Transfer patients from other hospitals receiving blood to maintain BP</li> <li>• GSW, penetrating injury to abdomen, head, neck, or chest</li> <li>• GCS &lt; 8</li> <li>• ED physician discretion</li> </ul> <p>Terry also said that there will be a classification process question and answer session as part of the state trauma meetings in December. Anyone that has questions about the classification process or has a visit coming up soon is encouraged to attend.</p> <p>The State is looking into videoconference/ webcasting for some of the future EMS and Trauma meetings.</p> <p><u>Data Management Committee</u> Michael Trelow gave an update on the committee including a discussion about EMS compliance with the updated HFS 110 rule to leave written documentation upon transfer of patient care at the hospital. Group discussed various ways services and hospitals have been addressing this.</p> <p><u>WHEPP Update</u> Denny Thomas gave a WHEPP update. Please see WHEPP meeting minutes for details.</p>
Committee Reports	<p><u>Process Improvement</u> ED LOS data was shared with the group. The current report is available on the website.</p> <p>Aggregated backboard padding data has been forwarded to the PI</p>

	<p>committee for review at their meeting today. The backraft for hospital video has had 108 views on YouTube.</p> <p><u>Definitive Care</u> Group did not meet last time. Michael noted that the ACS consultation report includes several points that were previously identified as issues for the committee.</p> <p><u>Injury Prevention</u> Lisa reviewed the material that has been added to the Alcohol awareness kits as well as additional signs, materials and injury prevention project ideas.</p> <p>Group is developing a calendar with injury prevention topics for each month as their project for this year.</p> <p><u>Out of Hospital</u> No report.</p>
Other business	None
Education – Patient Tracking	Tabled until next meeting
Future Agenda items	<ul style="list-style-type: none"> <li>• Patient tracking project demonstration</li> <li>• EMS involvement in the RTAC</li> </ul>
Announcements/ Training	<ul style="list-style-type: none"> <li>• Aspirus is holding EMS training on the Marathon CCW policy December 7 at 1800.</li> <li>• February 9, ENA Conference at the Fairfield Inn. Pediatric focus. \$30 for members, \$40 for non-members. Brochure to be available on the NCRTAC website when available.</li> </ul>
Adjournment	Motion by Jason Keffeler to adjourn. Second by Amy Schmidt. APPROVED.

Next Meeting: Ministry Saint Clare's Hospital  
January 19, 2012  
0900-1200

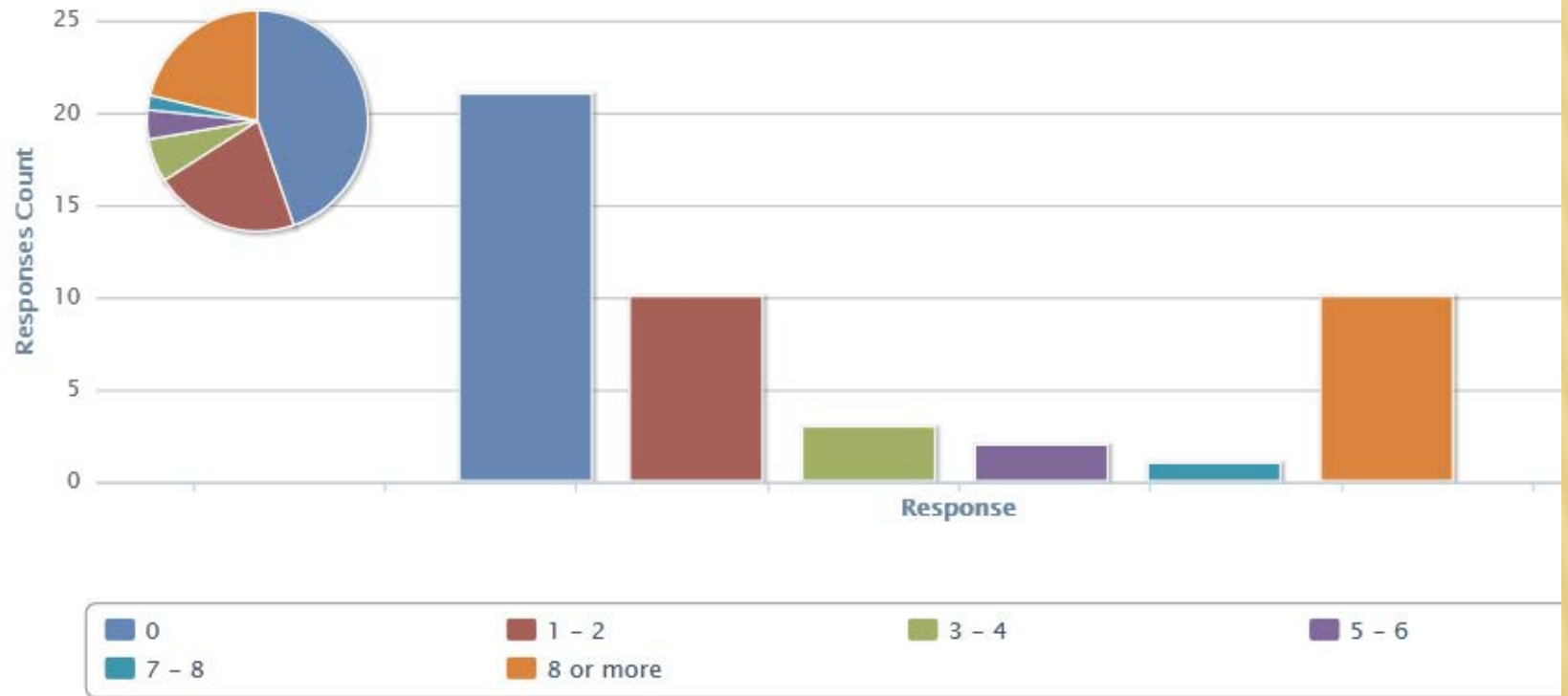
# **NCRTAC MEETING ATTENDANCE SURVEY**

Oct 2011

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# 47 RESPONSES

How many NCRTAC meetings have you been to in the last two years?



**What barriers to attending the meeting do you face?  
(Distance, day of the week/month, travel cost,  
staffing, etc.)**

- ✘ Time/ Date – 10
- ✘ Cost/ Distance – 18
- ✘ Ability to get away – 15

The RTAC meeting is generally the 3rd Thursday of odd numbered months. If you regularly have a conflict with this day, please recommend an alternative.

- ✘ Wednesday – 2
- ✘ Evenings – 4
- ✘ OK as is – 12

**Are there any portions of the general meetings you have attended that did not add value to the meeting or your attendance at it?**

- ✘ No – 10
- ✘ Yes – 1
- ✘ Arguing among participants – 1
- ✘ Reporting > Work done – 1

**Do you have any suggestions for topics or other ways we could improve the content of the meeting.**

- ✘ Speaker/ Education – 3
- ✘ Group work/ input from all – 3
- ✘ Committee Vice-Chairs - 1

# TELECONFERENCING

Would you attend the NCRATC meeting via teleconference if it were offered?

