

NCRTAC Executive Council Meeting  
January 4, 2019  
Teleconference

Chair: Corey Smith

Members present: Ken Marg, Michelle Armstrong, Linda Vollmar, Christine Masterson, Gina Brandl, Terry Nichols, Sara Steen, Del Horn, Tara Kolodzik, Dr. Jennifer Roberts, Penelope Radlinger

Recorder: Michael Fraley

Call to order	Meeting was called to order by Smith. A quorum is present (12/17)
Correspondence	None
Minutes	Smith noted that the election section had an error in that it listed a unanimous ballot being case for Smith instead of Steen. Motion by Marg to accept the July 16, 2018 minutes as corrected. Second by Nichols. Unanimously APPROVED.
2018-2019 Budget	Michael reviewed the budget and expenses to date. Michael encouraged committees to begin projects and for members to consider educational projects. Marshfield Medical Center is working on a TCAR course in April. Michael reported that he may request funds to support the upcoming PHTLS instructor update.
Project grants	Group reviewed the application for the 2018-2019 Member Project Grants. Group requested that the application include a list of previously funded projects. Motion by Horn to allow a volunteer subcommittee of the Executive Council review projects applications that will be due February 15 <sup>th</sup> and announce awards by March 1 <sup>st</sup> . Second by Nichols. Unanimously APPROVED.
DHS class	Michael reviewed the request by DHS to conduct “trauma-informed care/compassion fatigue/opioid” training. Michael has requested additional information about the training including intended audience, objectives and description but has not gotten it. Michael noted that St. Clare’s has a room available after the March NCRTAC meeting. Group felt that if the training was more appropriate for an EMS audience then it should be held in the evening. Another suggestion was to offer it at the conference. Michael will attempt again to get more information on the class.
Trauma plan	The RTAC will be required to submit an update of the regional trauma plan this year. Michael will be forwarding information to the group to review.
Other business	None
Future agenda	Regional trauma plan
Adjourn	Motion by Marg to adjourn. Second by Vollmar. Unanimously APPROVED.