

NORTHCENTRAL REGIONAL TRAUMA ADVISORY COUNCIL
MEETING MINUTES OF Mar 19, 2015; 9:00 am
 Ministry Saint Clare's Hospital - Weston, WI

Members Present: Michelle Armstrong, Dana Baumgartner, Dr. Michael Clark, Doug Duchac, Audrey Evans, Delmond Horn, Jason Keffeler, Robert Kirkley, Nancy Martin, Jim Monarski, P.J. Monday, Terry Nichols, Kathy Palm, April Pierzchalski, Ted Ryan, Toni Smith, Sara Steen, Linda Vollmar, Debra Witman

Chairperson: Mark Dascalos

NCRTAC Coordinator/ Recorder: Michael Fraley

Introduction and Welcome	Mark Dascalos welcomed attendees.
November Meeting Minutes	Motion by Smith to approve the Jan 15, 2015 meeting minutes as posted. Second by Nichols. APPROVED
Correspondence	None
WHEPP/HCC Update	<p>Seeking volunteers (EMS & hospital partners) for a panel and participants in a patient tracking system pilot. Contact Jim Monarski.</p> <p>Seating a number of expert panels including hospital-based first responders (HAZMAT)</p> <p>Working on a FAQ document for state and national strategic stockpiles.</p> <p>State is conducting surveys of Category 2 Ebola hospitals. Funding from ASPR and CDC is pending. Will not be for specific hospitals.</p> <p>The regional HCC transition team has been meeting to prepare for July 1 HCC start. Have hired EMS and HCC consultants.</p> <p>The state has released the final HCC guidance outlining the Advisory Board and regional HCCs and staff. The state has also posted the staff job descriptions and the request for applications. NCRTAC will get \$28,198 for expenses and projects next fiscal year (RTAC Coordinator salary will be paid directly by the state). The Executive Council has started a list of potential projects:</p> <ul style="list-style-type: none"> • RTTDC • Conference sponsorship • Holding own conference • PHTLS • Teleconference phone hardware & VOIP subscription • WebEx subscription • EMS/ hospital project grants • ATLS • Peds trauma training • Trauma Care after Resuscitation (TCAR) course
Fiscal Report	\$28,454.29 has been spent this fiscal year. \$1000 is set aside for PHTLS instructor updates and \$1154.75 for PHTLS classes at Wausau FD leaving \$19301.71.

<p>RTAC Coordinator Report</p>	<p>The annual meeting will be May 21 at the Northcentral Technical College – Merrill campus from 9:00am to Noon.</p>
<p>State Office/ STAC</p>	<p>State Trauma Coordinator Julie Forcier has been hired as the new State Trauma Coordinator</p> <p><u>Data Committee</u> Reminder that registry cases are due by the end of the second month after the end of the quarter.</p> <p>Reminder to continue gathering data for the registry time study (10 patients).</p> <p>The dashboards are now open. Hoping to get regional boards as well.</p> <p><u>Trauma Coordinators</u> Mike Trelow gave presentation at last meeting about using registry report runner. Encouraged group to use reports for PI and communicating with other departments and administration.</p> <p>State injury prevention coordinator will be conducting a survey of hospitals to see what IP projects they are doing.</p> <p>TOPIC will be June 11. State yet to determine how the 100 seats will be given out.</p> <p>Group completed an article review on patient follow ups.</p> <p><u>Classification Review Committee</u> Administrative support letters need to be current (< 1 yr)</p> <p>Like to see registry data used</p> <p>If you admit trauma patients, you should have some PI indicators for the admission</p> <p>Trauma PI can be done by a general hospital PI committee but the review team must be able to review their minutes..</p> <p>Review teams will now do chart review after the opening meeting, now before the facility tour.</p> <p>Will be providing a list of topics to cover in the opening meeting (< 20 minutes)</p> <p>Beginning a gap analysis between of the Orange Book. Will review changes required and their impact on hospitals to develop a plan for implementation to minimize difficulty to facilities.</p> <p><u>STAC</u> DHS has agreed to open DHS 118 but has not started the process yet.</p> <p>The registry will have some updates to the prehospital pages to better reflect NTDB 2015. DHS has a grant to build a bridge between WARDS and the trauma registry. Target is to have it done by the end of Sept.</p> <p>Next meeting is Apr 7/8 in WI Dells.</p>

	<p><u>EMS for Children</u> Sponsoring a Pediatric Champion of the Year recognition program. Contact Michael for details.</p>
Committee Reports	<p><u>Process Improvement</u> Shared ED Length of Stay & Backboard padding data.</p> <p>Committee needs to nomination a new chair and select new members. Recommendation that committee look at other data from the registry.</p> <p><u>Definitive Care</u> Beginning to review termination of resuscitation papers.</p> <p>May review spinal immobilization information to update interfacility position statement and possibly develop one for prehospital.</p> <p>Injury Prevention Have recieved approximately ten requests for Life-vest stations. The Boy Scout has agreed to build and deliver at least three. We are meeting concerns from property-owners. Group may consider partial funding of projects if applicants can secure other funds but do not want to risk the station not being built if they cannot get other funding.</p> <p><u>Out of Hospital</u> Reviewing Radio/ Hand-off report formats</p> <p>May consider position paper for spinal immobilization.</p>
Regional Trauma Plan	<p>Group discussed draft of regional trauma plan that has been posted for review. Changes: Nekoosa is paramedic level. Wausau FD provides interfacility transports.</p> <p>Motion by Kirkley to approve the plan with noted changes. Second by Martin. UNANIMOUSLY APPROVED</p>
Meeting dates	<p>The new HCC state meetings are the same days as the normally scheduled NCRTAC meetings. Group reviewed data from a survey of members asking for days they could attend.</p> <p>Group consensus to change regular meeting day to 4th Thursday of odd months.</p> <p>Group consensus to skip the July meeting.</p>
Other business	None
Future Agenda	None
Announcements/ Training	<p>TCAR, May 12&13, Aurora Summit ThedaStar Trauma Symposium, May 19 WI Disaster Medical Reserve Corp "Northwoods Flood" disaster drill, NTC Merrill, May 29, 30, 31</p>
Adjournment	Motion to adjourn by Keffeler. Second by Nichols. APPROVED

Next Meeting:
Northcentral Technical College – Public Safety Center of Excellence

Thursday, May 21, 2015
9:00 am – Noon
Annual Meeting