

NCRTAC Executive Council Meeting
 July 16, 2020
 Teleconference

Chair: Sara Steen

Members present: Dr. Jennifer Roberts, Penny Radlinger, Jason Keffeler, Corey Smith, Dr. Michael Clark, Kelly Bechel, Linda Vollmar, Gina Brandl, Jeff Nuernberger, Ken Marg, Chris Masterson, Amanda Tabin

Recorder: Michael Fraley

Call to order	Meeting was called to order by Steen. A quorum is present (13/17)
Correspondence	<ul style="list-style-type: none"> • Terry Nichols is no longer working at Marshfield Medical Center. Michael noted that our bylaws are not clear about if a Council member leaves their employment, are they automatically considered resigned from the Council. Gina will contact Terry and ask her to send Michael a resignation. • Steve Bakos is on DMAT deployment • DHS has a mechanism in place to receive feedback on the performance of RTAC and HERC coordinators. Feedback may be given directly to Caitlin Washburn (Caitlin.washburn@dhs.wisconsin.gov or 608-266-0601) or via a website link: https://www.surveygizmo.com/s3/5128959/HERC-RTAC-Interaction-Survey-F-02540-09-2019
RTAC Coordinator Scope of Work	Group was sent a copy of the RTAC Coordinator Scope of Work prior to the meeting. For informational purposes only. There were no questions.
2019-2020 Budget	Michael reviewed the expenses to date. \$29,236.37 spent, leaving \$1.53 unspent for the year. Discussed the online education that the money was spent on after other projects & spending was not done due to COVID. Group asked Michael to follow up with members that were given online education funding.
2020-2021 Budget	Group reviewed the draft budget that Michael had sent. Motion by Nuernberger to approve as drafted. Second by Radlinger. Unanimously APPROVED.
Minutes	Motion by Marg to accept the April 15, 2020 minutes as posted. Second by Radlinger. Unanimously APPROVED.
Future general membership meetings	<p>Group discussed whether it was likely that we would be able to have a general membership meeting in 2020. The hospitals are all still limiting meeting attendance and none are allowing external attendees to come in.</p> <p>Consensus to switch September and November meetings to online.</p> <p>Will include the committee business in with the general membership agenda and all attendees will participate in all committees.</p> <p>Will encourage members to turn on cameras. Will schedule breaks.</p>

Regional Trauma Plan	<p>Group reviewed the top 6 items on indicators from the regional trauma plan assessment tool.</p> <p><u>Item 4b.</u></p> <ul style="list-style-type: none"> • PI committee to continue look at ED length of stay and CT use before transfer. • Consider resuming ED LOS PI tool • Hope to have regional access to the EMS biospatial data program soon. This will help fill in some gaps in EMS trauma data and may be an option to look at triage decisions • Michael to identify ED LOS stay fields available in trauma registry <p><u>Items 1d. & 1a.</u></p> <ul style="list-style-type: none"> • Need to develop a way to have physicians meet. • Need conversation starter topics • Dr. Clark to help <p><u>Item 7.</u></p> <ul style="list-style-type: none"> • Michael would like to see a regional EMS MCI plan • Consider upcoming HERC work on peds and burn surge plans • Include dispatch <p><u>Item 4a.</u></p> <ul style="list-style-type: none"> • NFTI criteria – improved method for undertriage review • Can air transport services identify their overtriage experience? <p><u>Item 1e.</u></p> <ul style="list-style-type: none"> • Educate about resources • Examples of what types of patients various levels of hospitals should keep vs transfer out
Other Business	None
Future agenda items	<ul style="list-style-type: none"> • Project ideas and spending • Work plan with quarterly deadlines for project development and spending • Follow up on online education grant recipients • Follow up on recent project grant recipients
Adjourn	Meeting adjourned by Steen.