

NCRTAC Executive Council Meeting
March 24, 2016 – Teleconference

Chair: Jason Keffeler

Members present: Mark Schroeder, Bob Kirkley, Ken Marg, Terry Nichols, Sara Steen and Linda Vollmar

Recorder: Michael Fraley

Call to order	Meeting was called to order by Keffeler. A quorum is present (7/13)
Correspondence	The email resignation from Mark Dascalos was forwarded to the committee previously.
Executive Council Chair Vacancy	The resignation of Dascalos leaves the NCRTAC Executive Council Chair position vacant. The bylaws make no specific guidance on the filling of the vacancy. Jason is currently the Vice-Chair and is willing to fulfil the Chair duties until the elections. Group agrees to leave the position vacant.
Minutes	Motion by Marg to approve the minutes from Jan 28, 2016 as written. Second by Nichols. Unanimous APPROVAL.
Information: Simplified bid process/ Fiscal agent	Since the last update Michael has received updated guidance from the State that simplified bid is only required for purchases over \$5000.
Committee project/ Expenses Update	<p><u>Injury Prevention</u> Were turned down for a Children’s Miracle Network grant for materials to build the additional life vest stations. Do not currently have any requests for the stations.</p> <p><u>Process Improvement</u> Submitted a request to fiscal agent to purchase ICD-10 books (~\$95) for each hospital. Will be planning some training for the May meeting. Will consider AIS coding books (~\$225) when they are available.</p> <p><u>Out of hospital</u> Michael has most of the video done for the MIST cards. Hope to complete filming next week and get to the video editor.</p> <p><u>Definitive Care</u> Proposing a position statement on early antibiotic administration for open fractures. Will have on May agenda for group discussion.</p> <p>Would also like to remind EMS to attempt to keep patients from the same family together when sending patients from a multi-patient scene to multiple hospitals</p>
Regional Trauma Conference	<p>The schedule is complete and brochures are being distributed. 32 registrations are in so far including 19 prepaid. About half nursing and half EMS.</p> <p>Only have 2 vendors so far. Need more to help pay for conference.</p>

	<p>We were not able to apply for nursing CEUs this time. EMS CEUs have been approved.</p> <p>Council recommends having everyone attend even if you are helping with day-of work. The registration is only \$30.</p>
Other business	<p><u>Healthcare coalition Tourniquets for law enforcement</u> The State is purchasing 10,000 tourniquets to be given to law enforcement agencies that are willing to do the training and have a policy that they be carried by officers.</p> <p><u>Region 1 RTAC Coordinator</u> The RTAC Coordinator from Region 1 is retiring as of Apr 15. The State is recruiting to have the position filled by 7/1/16.</p> <p><u>Annual meeting</u> Michael will make the required announcements of the annual meeting and Executive Council elections.</p> <p><u>STAC meeting</u> The next STAC meeting is Apr 13 at the Sheraton in Madison.</p> <p><u>Fiscal Agent</u> The NCW-HERC is reviewing fiscal agent possibilities for next fiscal year.</p>
Next Agenda	None identified
Adjourn	Motion to adjourn by Nichols. Second by Steen. Unanimous APPROVAL. Meeting adjourned.