

NCRTAC Executive Council Meeting
 January 28, 2016 – Aspirus Wausau Hospital

Chair: Mark Dascalos

Members present: Ted Ryan, Mark Schroeder, Lisa Ebert, Bob Kirkley, Jason Keffeler, Rick Anderson, and Linda Vollmar

Others present: Scott Habeck

Recorder: Michael Fraley

Call to order	Meeting was called to order by Dascalos. A quorum is present (8/14)
Correspondence	The email resignation from Dr. Clark was forwarded to the committee previously.
Minutes	Motion by Kirkley to approve the minutes from Nov 17, 2015 as written. Second by Schroeder. Unanimous APPROVAL.
Information: Simplified bid process/ Fiscal agent	<p>Michael reminded the Council that the State requires any purchase over \$1500 to have a simplified bid process (3 quotes) completed. A single source process is available. Michael is still getting clarification but we may want to stay away from awarding “grants” in the future as this creates an additional layer of “pass through” that complicates the accounting for the fiscal agent.</p> <p>There is initial indication that Ministry (Ascension) is not interested in continuing as the fiscal agent for the region. Jim Monarski is monitoring and will follow up.</p>
Committee project/ Expenses Update	<p>Michael reported that the budget line for RTAC Coordinator travel/lodging was over-budgeted. The HCC has paid for travel related to HCC business & meetings. Motion by Keffeler to move \$4500 from the RTAC Coordinator Travel/ Lodging line to the Injury Prevention project line. Second by Vollmar. Unanimous APPROVAL.</p> <p>Michael presented the request (previously emailed to Council) from SAFER for funds to conduct a PHTLS course. SAFER requested \$1690. Motion by Kirkley to increase the amount of funds awarded to \$2000 but require SAFER to reserve 25% of the spots in the class for non-SAFER students. Second by Ebert. Unanimous APPROVAL.</p> <p><u>Injury Prevention</u> Reviewing a gun-lock program. Also recruiting host sites for Life Vest loaner stations.</p> <p><u>Process Improvement</u> Looking to purchase AIS coding books (~\$225) and ICD-10 books (~\$95) for hospitals. Would also like to provide some training sessions.</p> <p><u>Other projects</u> Flambeau Hospital is working on becoming a CALS hospital. May request funding to support.</p>

Regional Trauma Conference	<p>Group reviewed MOU previously emailed. Requested clearer wording in the Background section of the MOU. Motion by Kirkley to approve MOU with updated wording. Second by Vollmar. Unanimous APPROVAL.</p> <p>Michael will return MOU with edits to WATS. If they agree with the edits Dascalos will sign.</p>
HCC EMS project funds	<p>DHS has set aside \$30,000 for each region to spend on EMS-related projects. Group discussed potential projects. Would like to recommend the following to the NCW-HERC:</p> <ul style="list-style-type: none"> • Set aside \$2000 to support the NCR TAC Trauma Conference in case registrations are low. • Purchase 10 subscriptions (\$3000) to an online EMS medical director training course. • Support pre-hospital and hospital-based trauma courses (PHTLS, TFR, ATLS (w/ ATCN portion), RTTDC, etc.) • Support the purchase of SMART triage products (SALT compliant) for regional EMS agencies.
Other business	None
Next Agenda	None identified
Adjourn	Motion to adjourn by Kirkley. Second by Schroeder. Unanimous APPROVAL. Meeting adjourned.