

NORTH CENTRAL REGIONAL TRAUMA ADVISORY COUNCIL
GENERAL MEETING MINUTES of May , 2020; 9:00 am
 Tele/videoconference

Members Present: Michelle Armstrong, Steve Bakos, Kelly Bechel, Jenny Blenker, Gina Brandl, Dr. Michael Clark, Cathy Connor, Robbie Deede, Nicole Dekan, Audrey Evens, Joe Gemza, Lori Goff, Dr. Bruce Gordon, Krista Henderson, Sarah Hofer, Del Horn, Jason Keffeler, Mary Kegley, Christopher Keller, Don Kimlicka, Bob Kirkley, Julie Knetter, Jennifer Kuester, Scott Langa, Ray Lemke, Autumn Marcis, Ken Marg, Dr. Cole Marschke, Chris Masterson, Jeff Nuernberger, Kathy Palm, Penny Radlinger, Mark Schroeder, Tina Stephanus, Amanda Tabin, Matt Thompson, Jared Thompson, Carmen Viegut, Linda Vollmar, Linda Worden

Chairperson: Sara Steen

NCRTAC Coordinator/ Recorder: Michael Fraley

Introduction and Welcome	Sara Steen welcomed attendees.
January Meeting Minutes	Motion by Marg to approve the January 16, 2020 meeting minutes as posted. Second by Brandl. Unanimously approved.
Correspondence	Dr. Gordon will not be attending in person meetings for a while due to medical issues.
Fiscal Report	Michael reviewed the expenses to date and the balance of the budget for the year. Group discussed possible projects. Michael will follow up on purchases of injury prevention products as well as additional Stop the Bleed give away items. Sara encouraged members to suggest additional project ideas.
Election of Directors	<p>Michael reported that the executive council nomination form was posted on the website. Five positions are open. Written nominations for Ken Marg, Terry Nichols and Linda Vollmar were received.</p> <p>Floor nominations for Amanda Tabin, Steve Bakos, Krista Henderson, and Ray Lemke were received. Lemke declined.</p> <p>Michael posted the candidates to a SurveyMonkey survey to serve as a ballot. 26 members competed the ballot.</p> <ul style="list-style-type: none"> • Tabin – 21 • Bakos – 17 • Henderson – 11 • Marg – 20 • Nichols – 23 • Vollmar – 25
HERC EMS Representative	Due to the rotating terms of the NCW HERC board members, Jared Thompson's term was expiring. Michael reported that the NCW HERC encouraged member organizations to re-appoint the expiring member if possible due to the ongoing COVID-19 response.

	<p>Motion by Nuernberger to re-appoint Thompson to the NCW HERC board as an EMS representative. Second by Radlinger. Unanimously approved.</p>
HERC Trauma Representative	<p>Due to the rotating terms of the NCW HERC board members, Dr. Michael Clark's term was expiring. Michael reported that the NCW HERC encouraged member organizations to re-appoint the expiring member if possible due to the ongoing COVID-19 response.</p> <p>Motion by Radlinger to re-appoint Dr. Clark to the NCW HERC board as a trauma representative. Second by Marg. Unanimously approved.</p>
HERC Update	<ul style="list-style-type: none"> • Developing a regional COVID weekly update document. Includes regional and state activity as well as metrics. • Supporting regional and county COVID efforts • All counties in region have had positive cases
State Trauma/ STAC	<ul style="list-style-type: none"> • Caitlin has been temporarily assigned to the DHS COVID PPE distribution site. • The trauma registry data manager position has not been filled but a candidate has been identified. The person is already in DHS. • Ashley Bergeron is leaving for another position in DHS in June. • Site reviews are cancelled though the end of the year. Hospitals that were due need a waiver to postpone. • DHS is recruiting CRC site reviewers • DHS is looking at the other waivers that will be needed to comply with rules about in-person activities • DHS 118 is still being prepared for publishing. It is unknown how long that will take right now. The office is asking for an implementation date of 7/1/2021. The version of the rule sent to the legislature is the final rule. • STAC is canceled for June. DHS is recruiting members.
State EMS Update	<ul style="list-style-type: none"> • EMS agencies are encouraged to complete the demographic forms sent to them • Provider license renewal is underway but the deadline is delayed until 9/30/2020. • Service license renewals should be available by the end of the month. • The weekly DHS EMS COVID calls have ended. DHS will begin having monthly calls for general updates. • There will be calls to review and discuss the statewide EMS protocol project. Information will be forthcoming. • EMS Advisory Board will be meeting virtually June 2 & 3. • The DHS EMS website will be upgraded soon. Doing final testing now. • FAP information will be posted soon. Transport ambulance services can use funding to support first responder groups. • DHS 110 has gone through the first round of public comment. The office has answered all the comments and the rule has gone back to the office of legal counsel. There will be another public comment period. • The biannual plan is being finalized.
RTAC Coordinator Report	<ul style="list-style-type: none"> • Spending additional time assisting the HERC with the COVID response. Made EMS contacts early on to be sure they were getting information. Assisting with data collection.

	<ul style="list-style-type: none"> RTAC Coordinators still working on Trauma Basics but considering how it will be delivered with COVID restrictions.
Committee Reports	<p><u>Process Improvement</u></p> <ul style="list-style-type: none"> No update <p><u>Definitive Care</u></p> <ul style="list-style-type: none"> No update <p><u>Out of hospital</u></p> <ul style="list-style-type: none"> No update <p><u>Injury prevention</u></p> <ul style="list-style-type: none"> Looking at fall prevention items for purchase – displays, hand-outs <p><u>Conference</u></p> <ul style="list-style-type: none"> Westwood conference center is available for the 2021 conference April 23 and 30. Motion by Masterson to reserve the Westwood Conference Center for Friday, April 23, 2021. Second by Bakos. Unanimously approved.
Regional Trauma Plan	The draft of the regional trauma plan was posted prior to the meeting for members to review. Motion by Horn to approve the plan and submit it to DHS. Second by Keffeler. Unanimously approved.
Other business	None
Future Agenda Items	None
Announcements/ Training	<ul style="list-style-type: none"> Happy EMS week Happy National Trauma Awareness month Happy Stop the Bleed day <p>See Calendar at NCRtAC-WI.org for more events and details</p>
Adjournment	Meeting adjourned by Steen.

Next Meeting:
 Aspirus Wausau Hospital - Wausau, WI
 (Tentative location, may be moved to virtual as needed based on COVID situation)
 Thursday, July 16, 2020
 9:00 am – Noon