

Northeast WI Regional Trauma Advisory Council

Meeting Minutes

Wednesday, April 15th, 2015

Aurora Bay Care – Green Bay, Wisconsin

Introductions – all guest are welcome to the meetings.

- Speaker –Dave Seebart-NEW HERC update

General Membership Meeting

The Executive Council (10 present for a quorum) and general membership meeting of the NEW RTAC was called to order by the chair-Dr. Steve Stroman at 1700.

Meeting Notes

Previous Meeting Minutes and Agenda

- Motioned to approve the previous meeting minutes, seconded the motion and it was passed by unanimous vote.
- Addition to agenda on revised by laws

Reports

- STAC Meeting –Dave Taylor—There is a STAC position open, position is open till April 17th. This spot is a volunteer position. There was a \$100,000 money from the WHEPP program, that was given back to our region that is being used for equipment and training. . EMS state supervisor position is still open. The state is requesting that we do more with data. We will have regional data pulled for us from the state, and informed on what we should do with data for next fiscal year. Conversation on longer than 3 hour transfer times. It is felt that this is a facility specific issue that is handled internally. Dave stated that if anyone has a topic for data that we want to do for next fiscal year to bring it up. State Trauma Coordinator was hired, and has been working for about 2 months now. As of July 1st the NEW RTAC and the WHEPP coordinators will be state employees and will become the NEW HERC.
- WHEPP Report –Dave Seebart—Dave gave presentation at beginning of meeting as the guest speaker on the NEW HERC.
- Treasurers Report – Debbie Schmidt
 - \$49,911.00 Budget
 - ◆ Supplies 1381.99
 - ◆ Training 8213.79
 - ◆ Personnel/Services 36,000
 - ◆ Fiscal Agent Fee 1,200.00
 - Remaining balance \$1,183.42

- Subcommittee Reports

Old Business

- Dave talked about more equipment that has been received for triage for departments and hospitals.

New Business

- Went of the revised bylaws that were handed out for everyone to see. All bylaws and changes to voting terms were approved and seconded.
- Grant money was talked about putting as a grant line in the budget and having a member in charge of the grants, or having a committee in charge of the grants. Discuss about just using the money from the budget line items that we have in place now. Kathy Murphy was voted as the grant coordinator.
- The new Trauma Regional Budgets that will be in place as of July 1st, will be \$19, 466 after the Coordinator is paid \$35,000 for the fiscal year. The Coordinator will be taking a \$1,000 cut in this next fiscal year. Brown County will still be the fiscal agent for the budget money.
- Voting for elections will be changed from Fourth quarter to fourth fiscal quarter meeting. This coming fiscal year the elections will be held till April 2016 meeting and all positions will remain till then.
- Barb Michaels gave an update on Fall Prevention. ADRC has fire prevention coming up in June, Barb is working with Captain Nick on this. In September the ADRC will be working with pharmacist about patient falling due to medications. Barb Michaels asked the people present if anyone had any ideas on anything else the ADRC could do to educate about falls along with the RTAC. September is Fall Awareness month, and the ADRC brings in speakers to educate the public. Dave said he would send out an email and try to get a group together before next meeting on ideas for the ADRC program on ideas to help with falls.
- Dave handed out the flyer for TOPIC conference in Madison that will be held June 11th.
- Brian Thomson talked about the project that DePere is coming out with, going in community homes and helping with fire safety and other needs. There were 8 homes that the Health Department came up with for DePere fire to go to educate on safety and other concerns they can help these families out with. Dave had the idea of making up a flyer or sheet of paper to give to services to give to patient that do not want to be transported to the hospital but that the EMS provider sees that this patient might need the Health Department or others involved in this patients care.
- Step On Program will
- Dave talked about the Trauma plan, and that we need to follow the guidelines and have our own Trauma Plan. He only got back about 3 or 4 emails on this Trauma Plan. Dave asked how we want to act on the Trauma Plan for the next fiscal year. We need to have a document on paper. Dave sent out the Plan that Milwaukee uses and asked for emails back on what we want to have on paper for our Trauma Plan. Was suggested to have a subgroup work on the Trauma Plan before next meeting. Discussion of format of trauma plan template that was put out to group for potential revision. Kathy made suggestion to ask for volunteers for work group to work on format of template and move forward from that point. There is no current State template. Question to validity of requirement to submit this plan with non-compliance in the entire State. NEW HERC working on similar document per Dr Stroman. Per Tom this is a self-assessment for the region to

state what we can do to enhance the State plan. Subgroup interest email to be sent by Dave with attachments.

- Hospital reclassification document is not current. Surveys will be on prior ACS document for Level III centers. Many changes for Level III & IV, final document is far from complete and will most likely involve the State to achieve a consensus document. Resource hospitals are St. Vincent and Aurora Bay Care for the region.
- HERC Funds to be utilized for mass casualty education. Triage supplies bought with these funds. Exhibition of equipment. Kits available for hospitals for triage. Three more drills to be held: Greenleaf held with great success earlier. De Pere, Oconto, Howard are upcoming. Active shooter response is focus in the near future. Phase one is in progress with initial education piece power point. Discussion on De Pere drill by Brian Thomson. HERC has contracted a group to provide this training to the region consisting of Fire/EMS personnel with ICS experience. Overview of availability of MCI training to the entire region. Oconto will have an MCI drill in May with 15-20 victims. Initial tabletop in Oconto as an evening drill followed by a full scale event that Saturday. WI Trac is an initiative that must be met as we move forward, training is available if requested.
- If you received a pediatric kit please provide feedback to EMS Children's Project.

Funding Request

- Two funding requests for \$500.00 each was approved.

Meeting adjourned @ 1930. DT