

Regional Trauma Advisory Board
Muskogee Regional Medical Center
300 Rockefeller Drive, Muskogee OK 74401
Conference Room C and D
October 28 – 1:00 P.M.
Minutes

I. Call to order: By Allen Adams at 1:00 pm.

II. **Roll Call**—Quorum met

Board Members					
Agency	Representative	Status	Agency	Representative	Status
AELT-Muskogee	Mark Forrest	X	Tahlequah City Hosp.	Brian Hail	x
Coweta FD/EMS	Craig Hinton		Tahlequah City EMS	David Carol	x
Creek Co. EMS	Rita Diehl	x			
Cherokee Nation- W.W. Hastings	Sheila Villines	x	Dr. Campbell		X
George Nigh Rehab	Karen Knight	x			
Muskogee Co. EMS	Laurel Havens	x			
Memor. Hosp.-Stilwell	Alan Adams	x			
Muskogee R. Med. Cntr.	Misty Campbell	x			
Okmulgee Mem. Hosp.	Katrina Crandall	x			
Stilwell Amb. Service	Karin Ketcher	x			
Sequoyah Mem. Hosp.	Alan Adams	proxy			

General Members	Representative	Status	General Members	Representative	Status
			Com. Hosp./Epic M.C.		
Integrity EMS-Eufaula			Drumright Reg. Hosp.		X
Okmulgee Co.EMS	Jeremy Shatswell	X	Mannford Ambulance		
ParaMed EMS	Pamela Smith	X	Pafford EMS		X
Southwest EMS			St. John-Sapulpa		
Westville EMS		x	Wagoner Com. Hosp.		X
TLF-Drumright & Keefton		x	Eaglemed-Tahlequah	Keith Felts	X
Checotah	Leslie Phillips		Haskell Co. Hosp.	Melissa Trent	X
Henryetta Med. Center	Andrea Dawson	x	Wagoner EMS		X
Bristow Med. Centr.	Carla Webb	x	Cherokee Nation-EMS	Robert Colvin	X
Haskell Co. Hosp.	Melissa Trent	x			

- III. Approval of the October 28th minutes.
The chair entertained a motion to correct the roll call on the August minutes, and accept the minutes as written. The motion was made and seconded. A roll call was initiated and the motion passed unanimously. (See attached vote)
- IV. Announcements and / or Updates
Dale Adkerson has been promoted as the States EMS Director. Jackie Whitten is the new EMS Administrator. Sandy Terry is the new CQI Coordinator.
- V. Reports
- A. Emergency Systems
Brandon Bowen reported that they have hired a new EMS Administrator for the regulator side of the house, his name is Chris Dew. He will be doing inspections and compliant investigations over on Dale's side of the house. They have one EMS Administrator vacancy that has been advertised and closed and another EMS Administrator vacancy that will be opened soon. When it closes they will hopefully be interviewing and hiring two new administrators in the near future. If you know anyone interested please ask them to look up the web site and apply.
Brandon also introduced Ms Beverly Wood, one of the administrative assistances; she is helping out with the annual RTAB's. Dan Oller is the TReC Manager and he has provided some hand outs for TReC Utilization in Region 4, if you have any questions he will be glad to answer them after the meeting.
Emergency Systems has a couple of goals for 2011. One goal is to get a Statewide Emergency Systems Plan and the first step in that plan will be to have discussions about Stroke protocol. They also want to encourage the reporting of clinical/systems issues relating to trauma only.
If you need any help with Trauma Registry or OKEMSIS contact Dr. Kenneth Stewart. He has scheduled a Trauma Registry class on 11-16-10 in Oklahoma City that will focus on data entry and injury coding. EMS Agencies having questions or needing training on OKEMSIS can also contact Kenneth.
OTSIDAC will meet Wednesday 11-03-10 at the Metro Tech in Oklahoma City at 1:00 and OERSDAC will meet there Thursday 11-18-10 at 1:00.
Concerning Trauma Fund, discussions are still going on regarding alternative methods. The EMS working group of the Trauma Fund Subcommittee met on September 30th to discuss the EMS funding portion of the alternative method. OTSIDAC continues to evaluate and discuss it at each meeting. Updated information will be presented at the next OTSIDAC. You can contact Grace Pelley if you have questions concerning the Trauma Fund. EMS Revolving Fund invoices are being received and paid after a legal issue has been resolved regarding ownership of capital equipment purchase. The Request for Proposal will be issued after January 1, 2011. Lots of questions have been received about House Bill 1888, it has been discussed and further guidance will be given as to how to move forward at the next OERSDAC.

B. Regional Sub-Committee Reports

1. Regional Planning Committee

Laurel Havens updated the committee on the mornings RPC meeting. There was discussion on the organization of the PELA sites and streamlining those GPS coordinates. They touched briefly on the education initiatives and a new DVD will be released soon. They also discussed some of the subcommittee issues.

2. Regional CQI

Sandy reported the last CQI Committee met on September 9th at St Frances in Tulsa. They had two old cases that came back for follow-up, five indicator cases for air ambulance utilization with a discharge in less than twenty-four hours after admission and five new cases. The next CQI Meeting will be on December 9th at 10:30 at St John's.

VI. Presentation – EPRS (Roger Schilling) – MIPS (Mass Immunization/Prophylaxis Strategy)
Roger informed the committee about operation Rain Drop that is going to take place in April. A full scale exercise for all of the counties and a mass immunization for prophylactic strategies will be held. They are going to start having stake holder meeting and the warehouse training in the future.

VII. Old Business-Discussion and possible action

A. Educational Initiatives

Previously discussed

B. PELA Sites

Previously discussed

VIII. New Business-Discussion and possible action

A. Permanent Bylaw Language Changes Vote

Jackie reviewed the Bylaw Changes starting with the General Member's change. Because we have gone to quarterly meeting a general member must have a 75% attendance to scheduled meeting in any year or only one absence a year. Page four, five, and six of the bylaws are the approved changes by the RPC and explains the terms and responsibilities of Board Members. Section number five has the main change for the terms of officers, which gives an option to renew for one year and the duties of the past chair shall be utilized for the purpose of a continuum of the RTAB board function. There was a change on page twelve allowing the bylaws of this region match other regions. It also makes it possible for the Board to change the Bylaws during a regular scheduled meeting or a special meeting. The chair entertained a motion to accept the changes a presented. A motion was made by Sheila Villiness to accept the changes and seconded Laurel Havens. With no discussion we had a roll call vote which passed unanimously. (See attached vote)

B. 2011 Board Rotation Vote

With no discussion about the changes, a motion was made by Rita Diehl, seconded by Air-Evac Lifeteam Muskogee to accept the changes as presented. A roll call passed unanimously. (See attached vote)

C. 2011 Board Nomination Vote

Nomination for the Chair was the first item on the agenda. It was announced that Jimmy Summerlin had withdrawn his nomination from the election and as a result only Alan Adams remained. The chair entertained a motion to cease the nominations unless someone what to run for chair, with no volunteers a motion was made by Brian Hail, and seconded by Karen Knight. A roll call was made and passed unanimously making "Alan Adams" the 2011 RTAB Chair. (See attached vote)

A roll call was done to elect the Vice-Chair for the RTAB between Laurel Havens and Karen Knight. Concluding the vote "Laurel Haven" was elected as the RTAB Vice-Chair. (See attached vote)

Since we only have one nomination for Sectary we had a vote which passed making "Katrina Crandall" the RTAB Secretary. (See attached vote)

Since we have not had any money since the beginning, the Treasure seat was tabled and if that condition changes it will be address at that time and if possible it will be combined to the secretary seat. (See attached vote)

D. 2011 Board Meeting Dates - Vote

Alan Adams entertained a motion that the proposed RPC and RTAB meeting dates and times be accepted as presented, for February 24th, May 26th, August 25th, and October 27th at 10:30 AM and 1:00 PM at the Muskogee Regional Medical Center. A roll call vote was done and passed unanimously. (See attached vote)

IX. Public Comment

None

X. Adjournment 2:00

Motion was made to adjourn by Dr Campbell, seconded by Laurel Havens at 2:00 P.M.

Next Meeting - February 24th, 2011

At: Muskogee Regional Medical Center, 1:00 P.M.

