

South Central Regional Trauma Advisory Council
General Membership / Executive Council
April 26, 2011
- Minutes –

- 1) Welcome and Introductions: Meeting called to order at 1600 hours
a) The following were in attendance:

Diane Eberdt	Lodi Area EMS	Tim Bjelland	Mile Bluff Medical Center
Tina Strandlie	Stoughton Hospital	Stephanie Wanek	Boscobel Area Health Care
Connie Henry	Sauk Prairie EMS/Hosp.	Mary Ann Roelli	Mem. Hosp. of Lafayette Co.
Dan Williams	SCRATAC/Madison Fire	Lori McKibben	Mercy Hosp & TC, Janesville
Barb Hermening	Mercy Hosp & TC, Janesville	Lee Heiling	Beaver Dam Fire/Rescue
Angie Pitzlin	Beaver Dam Com. Hospital	Terri Kelm	Columbus Com. Hospital
Ben Gruber	Middleton EMS	Justin Klis	Middleton EMS
Lee Faucher	UWHC (late arrival)	Linda Tyler-Doudna	Richland Hospital, Inc.
Michael Mellor	Dodgeville EMS	Michael Sloan	Meriter Hospital
Marianne Peck	Wisconsin DHS	Amy Stacey	UW Hospital and Clinics
Mary Anderson	Amer. Family Child. Hosp.	Heather Godemann	St. Clare Hospital
Sheryl Krause	St. Mary's Hospital, Madison	L. Mouse Straus	Dodgeville EMS
Chris Carbon	Madison Fire Dept.	Chris Hammes	Madison Fire Dept.
Angie Pagenkopf	Grant Regional Health Cent.	Carmen Mihldaver-Luther	Reedsburg Area Medical Center

- 2) Approval of the February 22, 2011 Minutes:
a) Motion by Ben Gruber, 2nd by Amy Stacey: Unanimous approval
- 3) State Trauma System updates
a) State budget as it relates to trauma:
i) The state budget has not yet been passed. So, the exact amount of the RTAC contract had not yet been determined. Directives from the State DHS are to submit a budget for 2011-2012 for full funding (\$49, 911). But, they are expecting some cuts across the board on GRP funded programs. So, they have also requested each RTAC to prepare a budget for a 10% cut (\$44,919).
b) RTAC contracts for 7-1-2011:
i) With no exact state budget, and no exact RTAC budget amount, no contracts can be released by the state for approval. The State DHS is currently working on the other items in the contract, so that when the budget uncertainties are clarified, the contract can more quickly be distributed. So, for now we are in a holding pattern for the SCRATAC 2011-2012 contract.
c) STAC Update: No appointments have been made by the DHS Secretary. This is disappointing news to the SCRATAC, as we have been unrepresented on the STAC for an extended period of time. We remain hopeful that appointments will be made ASAP, and that the SCRATAC will be represented. Peck advises that the Secretary has had higher priorities than STAC appointments with the recent political and budget issues at the state level.

- d) If no appointments are made by the June State meetings, the STAC will be down to a total of 5 members due to all of the vacant seats.
 - e) There is a vacancy in the Vice-Chairperson of the Trauma Coordinators Committee. An application for the position was passed around at the meeting for review.
 - f) Hospital Trauma Designation Reviews: Update:
 - i) Hospitals that are to be reviewed in 2011 have been notified by the DHS by email with the date(s) of the review.
 - ii) The ACS will be providing a training program for designation reviewers on June 16th. This should help bring not only updates, but a more universal/consistent review process state-wide.
 - g) WITRAC Pilot update:
 - i) This pilot is aimed at patient tracking, especially at working through the EMS /hospital interface with respect to patient tracking.
 - ii) Participating services and the SCRTAC role:
 - (1) Madison FD, Beloit FD, and Janesville FD have applied for an opportunity to participate in the pilot program. These three services were selected based on their 911 call volume (3 highest in the SCRTAC).
 - (a) A conference call will be held May 4th to explain the official grant process, including application, and do better explain the while pilot program.
 - (2) The SCRTAC EMS Coordinator has been asked to provide training to the above listed (3.g.ii) EMS services that are awarded the pilot grant. The training will be a train-the-trainer program to instructional staff from each agency. Compensation for instruction will come from the Hospital Preparedness Program, not SCRTAC funds.
 - h) ACS visit to Wisconsin:
 - i) June 27-30, Sheraton Hotel, Madison.
 - ii) The State Trauma Coordinator has requested participation from RTAC members at this event, especially during the following times:
 - (1) Tuesday, 0730-1800: This full-day briefing is a time for RTAC members to discuss trauma related issues with the ACS reviewers, such as ‘what works / what doesn’t work with the current state/regional trauma systems?’ and more. This is for pre-hospital and hospital trauma care providers, as well as any others with a vested interest in trauma.
 - (2) Wednesday, 1300-1400: This hour will be the ACS delivery of the results of their review. This is an important time for our RTAC members to be present to learn first hand what the ACS sees as concerns with our trauma system, both state-wide and regional.
- 4) Trauma Registry
- a) Registrar training reminder (June 7th, 9AM, Sheraton Hotel):
 - i) A draft agenda for the training was viewed overhead and hard-copy was passed around the room.
 - ii) Members that have not yet registered should do so ASAP, as the maximum registration of 110 has almost been met.

- iii) Anyone needing instructions on how to e-register should see Dan Williams after the meeting, or contact Marianne Peck or Shirley Bostock at the DHS.
- b) Registry updates: Marianne Peck announced that there will be a special presentation at the State Meetings dealing with the trauma registry. Digital innovations, the trauma registry vendor, will be attending the STAC meeting, and Dr. Cassidy from the Medical College of Wisconsin – Injury Research Center will be doing a presentation on the analysis of our data.

Motion to change the agenda order to address agenda item “other” at this time: Motion by Bjelland, 2nd by L. Mouse Straus: Unanimous approval. See ‘other’ below in agenda item #9.

5) SCRTAC Contract for 2011-2012

- a) Objectives:
 - i) Williams reviewed the proposed RTAC objectives for each RTAC. They will be posted on the web-site when the contracts are released by the state.
 - (1) They are not significantly different from the 2010-2011 objectives.
 - (2) The following is a very brief synopsis of each objective:
 - (a) Maintain RTAC infrastructure that supports participation by all representative members.
 - (b) Review regional trauma registry data when/if provided reports from the DHS.
 - (c) Have a functional performance improvement program.
 - (d) Develop/revise our regional trauma plan.
 - (e) Maintain/support trauma related education and training in the region
 - (f) Maintain/support injury prevention related education and training in the region.
- b) Proposed budget:
 - i) Williams displayed on the overhead a proposed SCRTAC budget for the 2011-2012 contract period. The full budget amount is \$49, 911. Williams talked through each line and proposed item.
 - ii) Motion by Dr. Tim Bjelland, 2nd by Dr. Mike Sloan to accept the proposed draft budget as the 2011-2012 contract year budget that will be submitted to the state DHS: Unanimous approval.
 - iii) The SCRTAC was also asked by the DHS to prepare a budget that reflects a 10% budget cut. Discussion took place on this topic, including re-affirming the SCRTAC ongoing goal of delivering trauma education. Members suggested keeping budget items in the budget that supported the trauma education goals.
 - (1) Motion by Dr. Lee Faucher, 2nd by Connie Henry, to take the 10% budget cut out of the item “trauma conference,” (as alternate funding may be available to cover these expenses): Unanimous approval.
- c) Fiscal Agent:
 - i) One of the items is the fiscal agent, for \$1500. Much discussion took place about the fiscal agent line item

- (1) The current fiscal agent is UWHC, and they have not charged the SCRTAC for this service in the past.
 - (2) 3 other RTACs in the state are utilizing, or soon will be utilizing Shared Health Services of Lacrosse as their fiscal agent.
 - (3) The State Hospital Preparedness Program also used Shared Health Services.
 - (4) Motion by Dr. Tim Bjelland, 2nd by Tina Strandlie to change the SCRTAC fiscal agent to Shred Health Services of Lacrosse.
 - (a) Significant discussion took place on the motion
 - (b) Initial verbal vote was inconclusive.
 - (c) Vote by show of hands was conducted: For 10, Against 8, Abstain/no vote 9. Motion carried.
- 6) Performance Improvement (PI)
- a) Review of the SCRTAC PI activity:
 - i) Only 4 of the 26 hospital in the SCRTAC submitted data for our project. Many thanks to those who submitted; we encourage all hospitals to submit data for the next review. We need participation from all hospitals to make this PI project a regional success. Please try to spread the word of support for the PI data submission to those agencies not represented at this meeting.
 - b) Initial report on submitted SCRTAC PI activity data.
 - i) Due to the poor amount of data submitted, and inconsistencies with the data that was submitted, the group focused on item 'c' below.
 - c) Q & A, troubleshooting, clarifying, etc... of the PI activity.
 - i) There were a number of questions and concerns brought to the table dealing with the PI collection. After a fairly lengthy discussion, it was decided to create a work-group to re-define the data collection worksheet. Members that volunteered for this work-group include Dr. Lee Faucher, Amy Stacey, Mary Anderson, and Dan Williams.
- 7) Trauma Education (objective #5)
- a) Course offerings:
 - i) May 11, UWHC Level 1 Trauma Night, Health Sciences Learning Center
 - ii) May 24, Updates in Trauma Care 2011, Best Western Bridgewood Resort Hotel & Conference Center (Neenah).
 - iii) May 13, Basic Disaster Life Support Course, Froedtert Community Conference Center #1 (Wauwatosa)
 - b) Trauma Education Program (TEP) update:
 - i) The SCRAC EMS staff has been very busy developing and delivering the SCRTAC Trauma Education Program (TEP). TEP dates can be found on the SCRTAC website.
 - ii) We are hoping to find more host agencies for summer and fall TEPs. This is an excellent opportunity for hospitals and/or EMS agencies to work and learn together with neighboring EMS agencies. Best of all, it is FREE. Please contact Dan Williams at dan@scrtac.org to schedule a TEP for your hospital or EMS agency.

- c) SCRTAC Trauma Education Conference (for hospital based providers):
 - i) The SCRTAC Trauma Education Conference work-group met prior to this meeting. Krause reports that the Marriott hotel has tentatively been reserved for October 21, but that they are checking into October 14 and October 21 at EPIC. They should have more info for the group at the next meeting.

8) Injury Prevention

- a) Report on recent, current, and future IP initiatives in the SCRTAC:
 - i) Every 15 Minutes: Lodi Area EMS is working on this program at the Lodi High-School. Anyone interested in providing this in their community can contact Diane Eberdt of Lodi Area EMS for additional info.
 - ii) Dodgeville Area Ambulance Service is working on a peds drowning prevention program in their community. Any group with an interest in learning more about this program should contact the Dodgeville Area Ambulance Service.

9) Other: **(Items #9a-b were addressed after item 4 by approved motion)**

- a) Effective April 25th, Lynne Sears has resigned as the SCRTAC Coordinator. Lynne is focusing her time and attention to her duties at the American Family Children's Hospital where she is an advanced practice Nurse Practitioner in the Peds ICU. Lynne was instrumental in developing both our regional and our state trauma systems. We thank Lynne for her dedication, commitment, guidance, and friendship to SCRTAC members over the years.
- b) Discussion was held about filling the vacancy in the RTAC coordinator position through the end of this contract period (through June 30, 2011).
 - i) Motion by Connie Henry, 2nd by Sheryl Krause, to accept the offer of Dr. Tim Bjelland to be the interim/temporary SCRTAC Coordinator through the end of the 2010-2011 contract period: Unanimous approval.
- c) EMSC: EMS for Children Committee of STAC had an opening for a PEDS RN. Mary Anderson of the American Family Children's Hospital has been appointed to that position. Congrats to Mary!
- d) Financial status of the 2010-2011 contract period: As of the end of March, the SCRTAC has 18,383 to disperse. Salaries will likely account for \$9,360 of this, and about \$3000 on supplies and equipment that has not yet been submitted for re-imbursement and/or has not yet been purchased.
 - i) The council made recommendation to use the remaining monies to support trauma education programs and initiatives of the SCRTAC, such as the following:
 - (1) A new lap-top with power-point to drive one of the SCRTAC projectors for TEPS, etc.
 - (2) New bulbs for the LCD projectors
 - (3) Other equipment and supplies as deemed necessary by the EMS Coordinator that will support SCRTAC trauma education.

10) Next Meeting: **June 21, 2011** 4 PM Middleton EMS

a) **PLEASE NOTE: The June SCRTAC Meeting has been re-scheduled for June 21st (NOT JUNE 28), to accommodate SCRTAC participation in the ACS visit to Madison.**

i) Motion by Connie Henry, 2nd by Dr. Mike Sloan to change the meeting date to June 21st: Unanimous approval

11) Adjourn: Motion by Connie Henry, 2nd by Amy Stacey: Unanimous approval.
Meeting Adjourned at 1823 hours.