

**South Central Regional Trauma Advisory Council  
Executive Council / General Membership Meeting  
January 22, 2008  
Minutes**

1) Members Present:

Lynne Sears	UWHC	Dan Williams	SCRTAC EMS/Madison FD
Laura Ahola	Divine Savior Portage	Theresa Weiland	St. Claire Baraboo
Cella Janisch	Grant Regional Lancaster	Donna Friedman	Southwest Health Platteville
Tina Strandlie	Stoughton Hospital	Janet Volk	Reedsburg Area Med. Cntr
Linda Tyler-Doudna	Richland Hospital	Sheryl Krause	St. Mary's Madison
Bobbi Foster	Sauk Prairie Memorial	Connie Henry	Sauk Prairie Memorial
Shelly Mcguire	Edgerton Hospital	Brian Cushman	Upland Hills, Dodgeville
Andrea Williams	UWHC	Joe Ketrakus	Meriter Hospital
Mary Crawley	Mile Bluff Medical Center	Tim Bjelland	Mile Bluff Medical Center
Terry Wise	Baraboo Ambulance	Chris Hammes	SCRTAC EMS/Madison FD
Paul Wittkamp	State EMS / Cross Plains EMS		

2) Trauma Coordinator's Meeting Update:

- a) Dan Williams gave a brief overview of the trauma coordinator's meeting (see the link to the Trauma Coordinators Meeting Minutes for additional info).

3) SCRTAC Committees:

a) Performance Improvement:

- i) It was decided that the most efficient and effective group to accomplish the PI objectives would be the Trauma Coordinators. The format for the Trauma Coordinators will be to deal with PI issues at the 1<sup>st</sup> meeting, then a trauma educational topic on the second, repeating this schedule.

b) Communications:

- i) Discussion revolved around the goals for our communication committee, and how this committee should be structured. Numerous individuals were 'nominated' for this committee; however, they were not in attendance. Paul Wittkamp from the State EMS Office submitted a report from the State Expert Panel on Dispatch for use by our Communications Committee.
- ii) In discussing the recent MCI crash on the interstate, topics that would involve input from the communications committee were discussed:
- (1) Interoperability...across jurisdictions, counties, regions, state lines.
  - (2) MVI/MCI Communications protocols
  - (3) Heavy radio traffic conditions

c) Education:

- i) The TSS positions will be filled soon, and will work with the EMS Coordinator to develop educational programs. An EMS educational needs assessment survey was conducted last fall. An EMS educational needs assessment as seen through the eyes of ER MDs and EMS Service MDs will be conducted soon. This info will be gathered to create our trauma educational program that will be delivered throughout our region.

d) Grants:

- i) The group discussed the grant program offered by the SCRTAC. This committee will be tasked with determining the format of the 2008 grant program: one large grant project (i.e. bike helmets) vs. multiple individual grants (as in years past). In addition, accountability and post-project reporting will be objectives for this committee, to insure that SCRTAC grant funds are being used to the best of their abilities.

e) Committee membership:

- i) Williams asked that each agency solicit participation for each of the SCRTAC Committees. Those in attendance were asked to go back to their hospitals, EMS agencies, etc, and identify individuals that share an interest in the objectives of our committee, and to solicit the participation of those individuals.

- f) Committee vs. Work-group:
  - i) Tim Bjelland introduced the idea of eliminating the committee structure, and replacing it with a working-group format, one in which a group would work on an assignment project, given defined parameters and objectives, allowing for maximum productivity. This was discussed for some time, and it was decided to keep the committee format, but to implement the ideas of clear objectives, parameters, etc to make the committees most effective.
- 4) SCRTAC Budget:
  - a) Lynne Sears distributed copies of the fiscal year 7/2007-6/30/2008 budget
  - b) The Budget was unanimously approved by the committee as presented. (Motion by Volk, second by Bjelland)
- 5) Trauma System Specialist Update:
  - a) Williams announced that applications were due to Lynne Sears on the 14<sup>th</sup> of January, and that she had received many good candidates for the TSS position. Interviews are being scheduled for the following week. The goal is to have three TSS positions filled by the 1<sup>st</sup> of February.
- 6) Trauma Education Program:
  - a) Williams informed the group of the layout for the traveling trauma educational program for the pre-hospital and ED trauma care providers of our region. Based on needs assessment surveys given to pre-hospital providers, ER MDs, and EMS service MDs, a powerful and effective educational program will be developed by the TSS and EMS Coordinator. This program will be given throughout our region: The presentation will be repeated at multiple locations.
    - i) Proposed Schedule for the trauma educational program:
      - (1) NW April – June
      - (2) SE July – September
      - (3) SW October – December
      - (4) NE January – March (2009)
    - ii) Host site locations are needed for the SCRTAC Trauma Education Program. Williams asks that each hospital consider hosting a session, or, if their local EMS/FD agency has adequate facilities, ask for their commitment to hosting a session.
- 7) [www.scrtac.org](http://www.scrtac.org)
  - a) Williams asked for input from the group on topics, ideas that they would like to see on the SCRTAC Website. If you have any topics that you would like included, email [dan@scrtac.org](mailto:dan@scrtac.org) with your requests.
- 8) Regional Trauma Plan (Objective #3):
  - a) Lynne asked that this be a tabled item until the March meeting, but advised that tasks will likely be assigned to SCRTAC members to help us complete our regional trauma plan.
- 9) Next Meeting:
  - a) March 25, 2008 at Meriter Hospital's Bolz Auditorium, Madison, WI.
    - i) Trauma Coordinators will meet at 4 PM
    - ii) Executive Council / General Membership will meet at 5 PM
- 10) Adjourn (motion by Wise, second by Volk) Unanimous.