



Northwest (1) Regional Planning Committee  
REGULAR MEETING  
Tuesday, October 26, 2021 – 9:00 a.m.

Location of Meeting: HIGH PLAINS TECHNOLOGY CENTER  
3921 34th Street, Woodward, OK 73801

The meeting notice was filed with the Oklahoma Secretary of State on November 16, 2020 at 12:12 p.m. The meeting notice/agenda was posted on the Oklahoma State Department of Health website for the Region 1 RTAB on October 13, 2021 at 12:15 p.m.

**MINUTES**

- I. Call to Order.....Jamie McAlister, Chair  
The meeting was called to order at 9:14 a.m.
  
- II. Roll Call.....Jamie McAlister, Chair  
Roll call was taken with the following members present Joshua Boden, Tamara Fischer, Jamie McAlister, and Valerie Schultz. Vanessa Brewington and Derek Vermillion were absent.
  
- III. Introductions and Announcements.....Jamie McAlister, Chair  
Ms. McAlister welcomed Spencer Leiter and Jeremy Caudill who will be voted on at the RTAB meeting today for positions on the Regional Planning Committee (RPC).
  
- IV. Approval of Minutes – April 27, 2021.....Jamie McAlister, Chair  
A motion to approve the minutes as written was made by Valerie Schulz and seconded by Josh Boden. There was no discussion and the motion passed 4-0.
  
- V. Business.....Jaimie McAlister, Chair
  - A. Discussion, consideration, possible action, and vote to approve recommendation to the RTAB for trauma system strategic goals.....Jamie McAlister, Chair
    - 1. Review of regional initiatives introduction letter-content and signatory/s-recipient
    - 2. Performance measure for each strategic goal and timeline
    - 3. Report frequency and content for each strategic goal
    - 4. Recommendation for next stepsDiscussion took place about a letter that was drafted in June to be sent to all Region 1 hospitals, and EMS services, including administration and medical directors. This letter will be updated with dates that are pertinent to 2022 and include new T3 training requirements that were voted on by the committee for all hospitals and EMS services. This letter, along with a shortened T3 training power point created by Chair, Ms. McAlister will be sent to all Region 1 hospitals. EMS services will receive the letter but will continue with the T3 training currently used. New training requirements will go into effect by January 1, 2022, allowing the 2021 goals to be reached by the end of 2022. A motion to approve the training requirements with 100% compliance no later than the first quarter, along with sending out the updated drafted letter was made by Valerie Schultz and seconded by Josh Boden. The motion passed 4-0.
  
  - B. Discussion, consideration, and possible action, and vote for the next steps and assignment for the following workgroups.....Jamie McAlister, Chair
    - 1. Trauma Plan and Bylaws review
    - 2. Stroke
    - 3. Chemical PreparednessThere was discussion for the trauma plan, bylaws, and the stroke workgroups to be kept in the RPC and worked through during upcoming meetings. Chemical preparedness will be removed from the agenda in the RPC and moved back to the Regional Medical Response System (RMRS) as part of the RMRS grant deliverables. Discussion took place and Ms. Pelley volunteered to follow up with Ms. Marshall about moving the chemical preparedness back. There was no vote at this time and will be discussed at the next meeting.



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- C. Discussion, consideration, possible action, and vote to relook at both T3 and the trauma plan and send to the RPC to work on adding a variance for Region 1.....Jamie McAlister, Chair Discussion about adding a variance for Region 1 took place and the committee decided to table the variance issue until the next RPC. The T3 and trauma plan was included and addressed in Business A. There was no vote.
  
- D. Discussion, consideration, possible action and vote to approve 2022 meeting dates, times, and venue.....Jamie McAlister, Chair
  - January 25,2022 beginning at 9:00 am at the High Plains Technology Center
  - April 26,2022 beginning at 9:00 am at the High Plains Technology Center
  - July 26,2022 beginning at 9:00 am at the High Plains Technology Center
  - October 25,2022 beginning at 9:00 am at the High Plains Technology CenterA motion to approve the proposed regular meeting dates, times, and venues for 2022 was made by Valerie Schultz and seconded by Josh Boden. There was discussion about times changing but it was decided to keep dates and times and the motion passed 4-0.
  
- VI. New Business (For matters not reasonably anticipated 48 hours prior to the meeting)  
There was no new business.
  
- VII. Next Meetings.....Jamie McAlister, Chair
  - A. Regional Trauma Advisory Board  
July 27, 2021 – 10:30 a.m.
  - B. Quality Improvement Committee via Teams  
October 26, 2021 – 12:00 p.m.
  - C. Oklahoma Trauma and Emergency Response Advisory Council  
August 4, 2021 – 1:00 p.m.
  - D. Regional Planning Committee  
October 26, 2021 – 9:00 a.m.
  
- VIII. Closing. Adjournment and dismissal  
A motion to adjourn was made by Valerie Schultz and seconded by Tamara Fischer. The meeting adjourned at 10:08 a.m.

Signed   
Jamie McAlister, Chair  
Region 1 Regional Planning Committee  
April 26, 2022