



Northwest (1) Regional Trauma Advisory Board
High Plains Technology Center
3921 34th Street
Woodward, OK 73801
July 23rd, 2019 – 10:30 am

MINUTES

- I. **Call to Order** – Check in with Remote Sites
The meeting was called to order by Chair Jamie McAlister at 10:44 am.
- II. **Welcome and Introductions**
- III. **Roll Call to Include Remote Sites**
Roll call was taken with members present and absent reflected on the attached attendance sheet.
- IV. **Approval of Minutes** – April 23rd, 2019
A motion to approve the April 23rd, 2019 minutes was made by Great Plains Regional Medical Center and seconded by Life EMS. There was no discussion and the motion passed 13-0.
- V. **Reports/Updates**
 - A. **Emergency Systems Quarterly Activity Report**
Jennifer Woodrow introduced Jamie Lee as a new Quality and Survey Analyst for Emergency Systems and Xana Howard as the Oklahoma State Trauma Registrar. The request for proposal (RFP) window for the Oklahoma Emergency Response Systems Stabilization and Improvement Revolving Fund (OERSSIRF) has closed. Dale Adkerson is looking for panel members to review the submitted RFPs. If anyone is interested, please contact Mr. Adkerson. The statutory thirty-day grace period for individual EMS licensure is in effect; if you have employees who are waiting for his/her license, an extension may be granted by Emergency Systems by e-mailing Mr. Adkerson at esystems@health.ok.gov. Agency licenses are also being processed at this time. On July 25th, data error and transfer feedback reports will be sent to trauma registrars via BOX for the next trauma fund application cycle. Training dates for the Oklahoma Trauma Education Program (OTEP) courses were presented for the remainder of the year to include sessions in Ada on September 17th, Edmond on October 17th, and Elk City on November 1st. Please contact Jennifer Woodrow or Daniel Whipple if you would like to attend those courses. Xana Howard introduced herself and thanked everybody for their input into the trauma registry. There are two upcoming trainings for the trauma registry; August 7th in Sapulpa and November 7th in Lawton. The stroke registry is operational now with three hospitals serving as beta-testers. There are several trainings for stroke registry scheduled with sessions in Sapulpa on July 30th, Woodward on July 31st, Lawton on August 13th, and Oklahoma City on August 22nd. Training dates with low attendance will be cancelled. Anyone wishing to participate should contact Ms. Howard to participate in those training sessions to avoid cancellation. Members noted that they had no received any notification of the trainings. Anyone interested in being added to the email list for stroke should contact Xana Howard or Andrea Jordon. A list of Members wanting to attend the training was obtained. Jennifer Woodrow will email information regarding the training to ensure all RTAB members receive notification.
 - B. **Quality Improvement Committee Quarterly Activity Report**
Brandee Keele announced the Committee is working on finishing 2018 case review and is beginning to work on 2019 cases. Beginning in November of 2019, meetings will be moving from an open meeting to a closed meeting due to a recent change in statute. The Committee will also be moving to BOX for sharing of information.
 - C. **Regional Planning Committee (RPC) Quarterly Activity Report**
Jamie McAlister announced the RPC did not meet last quarter and has nothing to report.

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General Members may attend a distance learning site of their choice or the High Plains Technology Center.

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- D. Regional Medical Response System (RMRS) Quarterly Activity Report
Paulette Marshall stated that the RMRS will meet this day after the RTAB. Ms. Marshall will be visiting EMS agencies over the next few months to deliver pediatric safety harnesses. To receive a harness, EMS agencies will need to sign a memorandum of understanding that states that, during a disaster, the equipment will be made available if needed. The Regional EMS System (REMSS) conference has been scheduled for March of 2020 in Enid, Oklahoma. For the new grant period, a Redundant Communication Drill has been scheduled in September. Ms. Marshall requested members email her any training they are interested in receiving so that she may try to provide that training.
- E. EMS for Children Quarterly Activity Report
Ms. Delores Welch spoke about the EMSC Pediatric Emergency Care Coordinator (PECC) training which is grant funded for rural trauma regions. While attendance expectations have not been as high as hoped, thirty-three individuals have registered for Pediatric Emergency Assessment, Recognition, and Stabilization Course (PEARS) in Oklahoma City with twelve being trained so far and an additional twenty-one individuals trained in Antlers. Two PEARS instructors have also been monitored so far. Pediatric Advanced Life Support (PALS) courses have had twenty-four registrants in Oklahoma City and have had ten completed so far. A class in Holdenville saw six attendees, and there has been one instructor so far. Upcoming PEARS training is scheduled for August 16th. PALS training courses are scheduled for July 24th-25th, July 30th-31st, August 13th-14th, and August 28th-29th. A class date for September has not yet been announced.
- F. St. Mary's Regional Medical Center Update
Martha Syms announced that the St. Mary's Regional Medical Center helipad is not operational as of July 1st. Because the helipad is on hospital premises, the hospital must be notified before use.

VI. Business

- A. Discussion of presentation "Preparing for Chemical Emergencies" and identification of need to include in regional planning and possible vote to send to Regional Planning Committee
A motion to create an ad hoc committee for regional planning for preparing for chemical emergencies was made by Okeene Municipal Hospital and seconded by St. Mary's Regional Medical Center. Volunteers to serve on this committee included representatives from St. Mary's Regional Medical Center, Life EMS, Great Plains Regional Medical Center, INTEGRIS Bass Baptist Health Center, Newman Memorial Hospital, and Region 1 RMRS. The Committee is to have something to present by the October 22nd, 2019 meeting. There was no other discussion and the motion passed 13-0.
- B. Vote to create Trauma Plan & Bylaw ad hoc committee with appointment of committee chair and members by RTAB Chair
Jamie McAlister discussed that due to the Region 1 RPC being unable to meet due to quorum and lack of progress made on updating the Region 1 Trauma Plan & Bylaws, an ad hoc committee would be created for the review and update of the Region 1 Trauma Plan & Bylaws. Ms. McAlister noted the committee would need to work to survey EMS agencies to obtain updated information for provider descriptions. Volunteers to serve on this committee included representatives from St. Mary's Regional Medical Center, AllianceHealth Woodward, Life EMS, Elk City Fire Department/EMS, Air – Evac Woodward, and INTEGRIS Bass Baptist Health Center with Jamie McAlister appointed Chair. A motion to approve the an ad hoc committee for review and update of the Region 1 Trauma Plan & Updates was made by Life EMS and seconded by Elk City Fire Department. Revised Plans are to be completed and

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presented to the RTAB for approval at the October 22nd, 2019 meeting. The motion passed 13-0.

- C. Vote to create Stroke Regional Planning ad hoc committee with appointment of committee chair and members by RTAB Chair
Jamie McAlister discussed that due to the Region 1 RPC being unable to meet due to quorum and lack of progress made on developing a regional stroke plan, an ad hoc committee would be created for regional planning for stroke. A Region 1 Stroke Plan has already been developed with revisions approved by the RPC in January of 2018. The revised plan was submitted to Jennifer Woodrow in April of 2018. Additional needed revisions have been identified by both Jennifer Woodrow and the RPC Stroke Working Group and will be submitted to this Committee for review. Volunteers to serve on this committee included representatives from Okeene Municipal Hospital, Great Plains Regional Medical Center, AllianceHealth Woodward, Fairview Regional Medical Center Authority, and St. Mary's Regional Medical Center with Erin Fast nominated as Chair. A draft stroke plan is to be completed and presented to the RTAB for approval at the October 22nd, 2019 meeting. A motion to approve a Stroke ad hoc committee for regional planning for stroke, Committee members, and the October 22nd deadline was made by Okeene Municipal Hospital and seconded by Air Evac Lifeteam Woodward. The motion passed 13-0.
- D. 2020 Board Member Rotation Discussion
Board Members for 2020 were presented for review with Jennifer Woodrow noting that all Board Members must be present at the High Plains Technology Center in Woodward.
- E. 2020 Committee Membership Discussion
Jamie McAlister presented 2020 Committee members for the Region 1 Regional Planning Committee and the Quality Improvement Committee and request nominations or volunteers to serve on these committees. Jamie McAlister nominated Emily Powell to serve on the Regional Planning Committee and Chad Campbell to serve on the Quality Improvement Committee with nominations accepted.
- F. 2020 Board Officer Nominations
 - 1. Chair
 - 2. Vice Chair
 - 3. Secretary/TreasurerMembers nominated Jamie McAlister as Chair, Valerie Schultz as Vice Chair, and Emily Powel as Secretary/Treasurer to be voted on for approval at the October 22nd, 2019 meeting.
- G. Distant Site Attendance Discussion
Due to changes in videoconferencing capability, Texas County Health Department in Guymon is no longer available as a distance site. Jamie McAlister discussed proposed options regarding distance sites to include acceptance of volunteers to host a remote location and to discontinue the use of remote locations and requiring all RTAB members to attend one location. Members voiced concerns that attendance may drop with the removal of remote locations. Jamie McAlister noted that, even with remote locations available, agencies are not attending the meeting. Ms. McAlister stated that, as Chair, attendance would be addressed per the Region 1 Bylaws. Bylaw amendments are currently needed to better specify attendance requirements. Jennifer Woodrow noted that it is a statutory requirement for RTAB Members to attend the meetings, regardless of remote location availability. Ms. Woodrow also announced that Cimarron County EMS and Cimarron Memorial Hospital had both expressed interest in hosting a remote location. Dan Whipple discussed videoconferencing system requirements and the Oklahoma Open Meeting Act requirements, which requires remote locations to have teleconference capability permitting both visual and

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auditory communication between and among members. The Act also requires the location to be open to the public and for the remote site location to be listed on the meeting agenda. As of June 1st, the technology centers switched to the Zoom system for videoconferencing. The systems that the County Health Departments operate on can communicate with Zoom but would require a \$200,000 licensing fee for every location. Members discussed possibly having the meeting at a different location that would be compatible to the County Health Departments with meeting space at the Health Departments identified as an issue. Mr. Whipple noted that, due to difficulty with remote locations, all other Trauma Regions have chosen not to utilize remote locations. Members also discussed the possibility of changing locations entirely with Members volunteering to host meetings. Tamara Fischer noted the distance sites complain that they are unable to hear meeting discussions and presentations and that meeting material is not available for review. Members at the main location noted that no input was given during this discussion from the Distance Site locations that are actually being affected. SSM Affiliates will have Zoom capabilities beginning in September and could possibly be utilized as for remote locations. The Board will continue this discussion at the October 22nd, 2019 meeting at which time the Board will vote to keep or stop using distance sites. Anybody wanting to host a meeting should notify Jennifer Woodrow prior to the next meeting.

H. 2020 Board Meeting Dates, Times, and Venue Discussion

1. January 28th, 2020 beginning at 10:30 am at the High Plains Technology Center
 2. April 28th, 2020 beginning at 10:30 am at the High Plains Technology Center
 3. July 28th, 2020 beginning at 10:30 am at the High Plains Technology Center
 4. October 27th, 2020 beginning at 10:30 am at the High Plains Technology Center
- Proposed 2020 Board meeting dates, times, and venues were announced to be voted on for approval at the October 22nd, 2019 meeting with no conflicts identified.

VII. Presentation/Discussion

- A. Diagnosing & Managing Pediatric Mild Traumatic Brain Injury – Lorry-Gail Malcom, MS, OSDH Injury Prevention Service and Dr. Naina Gross, Chief of Pediatric Neurosurgery, OU Medicine

Ms. Malcom began by discussing the burden created by mild traumatic brain injury (mTBI) in children. She then reviewed how the Centers for Disease Control and Prevention (CDC&P) created treatment guidelines for pediatric mTBI in 2018 and emphasized the key recommendations which include not routinely imaging these patients, assessing for risk factors, and providing guidance on returning to normal activities. Due to Dr. Naina Gross being unavailable for attend the meeting, a video of her presentation was shown in which Dr. Gross spoke about how concussion results in a biomechanically induced alteration of brain function and creates a state where the brain is more vulnerable to additional injury. Forces that produce an mTBI vary from one individual to another and no specific event or energy level can be said to cause injury. A description of signs and symptoms was reviewed as well as assessment and immediate treatment tips. It is important to monitor the patient for four hours after the event and to allow "cognitive rest" without being placed in a dark room. A return to normal activities should be graduated, and the patient must be symptom free without the use of drugs before progressing to the next step. If symptoms return, the patient must return to the previous step for at least 24 hours before continuing the process. Second impact syndrome is seen where a second injury occurs while the recovery from the first event; this injury can lead to severe cerebral edema and may cause death of the patient. Dr. Gross also discussed simple linear skull fractures and reviewed The Children's Hospital's isolated skull

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fracture protocol. If symptoms persist, the injury occurs as the result of a high-risk mechanism of injury, or there is risk for non-accidental trauma, it is recommended that the patient be admitted; otherwise, these patients can be discharged home after an observation period of at least four. Due to losing videoconferencing capability with Western Technology Center, the video presentation was stopped and will be emailed to RTAB members to view.

VIII. New Business

No new business was identified.

IX. Next Meeting

- A. Quality Improvement Committee
High Plains Technology Center
3921 34th Street
Woodward, OK 73801
July 23rd, 2019 – 12:00 pm
- B. Oklahoma Trauma and Emergency Response Advisory Council
Oklahoma State Department of Health
1000 Northeast 10th Street
Oklahoma City, OK 73117
July 24th, 2019 – 1:00 pm
- C. Regional Planning Committee
High Plains Technology Center
3921 34th Street
Woodward, OK 73801
October 22nd, 2019 – 9:00 am
- D. Regional Trauma Advisory Board
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October 22nd, 2019 – 10:30 am

X. Adjournment

Due to Western Technology Center losing video conferencing capability, the meeting adjourned at 12:22 pm.

Approved

Jamie McAlister, Chair
Northwest (1) Regional Trauma Advisory Board

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NORTHWEST (1) REGIONAL TRAUMA ADVISORY BOARD

BOARD MEMBER ATTENDANCE

BOARD MEMBER	REPERESENTATIVE	1Q	2Q	3Q	4Q	2019
Air Evac Lifeteam 70 Woodward	Chad Cambell	X	A	X		67%
	Johnathan Dunn					
AllianceHealth Clinton	Sharon Sykes	A	A	A		0%
	Wade Blackwell					
AllianceHealth Woodward	Emily Powell	X	X	X		100%
	Shonda Logan					
Beaver County Memorial Hospital	David Glascock	X	X	X		100%
	Lyn Sizelove					
Buffalo EMS District	Bill Buss	A	X	X		67%
	Casey Luddington					
Cordell EMS	Devin W. Humphrey	A	A	A		0%
Elk City Fire Department/EMS	Kyle Chervenka	X	X	X		100%
	Darren Murray					
Ellis County EMS	Justin Longhofer	X	X	A		67%
	Denise Longhofer					
Fairview Regional Medical Center Authority	Tamara Eitzen	X	X	X		100%
	Wes Howerton					
Great Plains Regional Medical Center	Angie Clinton	X	X	X		100%
INTEGRIS Bass Baptist Health Center	Jamie McAlister	X	X	X		100%
Life EMS	Jimmy Johnson	X	A	X		67%
	Shawn Svob					
Mercy Hospital Kingfisher	Marvin Bishop	X	X	X		100%
	Amber Albers					
Okeene Municipal Hospital	Tamara Fischer	X	X	X		100%
	Emily Poe					
Sinor EMS Clinton	Michelle Addington	X	X	A		67%
	Jeremy Pool					
St. Mary's Regional Medical Center	Valerie Schultz	X	X	X		100%
	Martha Syms					
Woodward County EMS	Pebbles Luddington	X	X	X		100%
	Julie Dennis					
		<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
Quorum Met		Y N	Y N	Y N	Y N	

NORTHWEST (1) REGIONAL TRAUMA ADVISORY BOARD

GENERAL MEMBER ATTENDANCE

GENERAL MEMBER	REPERESNTATIVE	1Q	2Q	3Q	4Q	2019
Air Evac Lifeteam Elk City	Chad Cambell	X	A	X		67%
	Doug White					
Air Evac Lifeteam Weatherford	Chad Cambell	X	A	X		67%
	T.J. Jaxon					
Air Eval Lifeteam Kingfisher	Johnathan Dunn	X	A	X		67%
	Chad Campbell					
Alfalfa County EMS	Betty Meadows	A	X	X		67%
	Gene Kuepfer					
Alva Ambulance Service	Julie Dennis	X	X	A		67%
	Bridgett Gragg					
Apollo Medflight	Brandon Leasure	A	X	A		33%
	Brett Hicks					
Beaver County EMS	David Glascock	X	X	X		100%
	Cathy Starbuck					
Burns Flat Ambulance	Jessi Perriman	A	X	X		67%
	Debbie Bloomer					
Butler EMS	Donice Johnson	A	A	X		33%
	Kenneth Johnson					
Canton-Longdale EMS	John Sprunger	X	A	X		67%
	Connie Sprunger					
Cheyenne & Arapaho EMS	Twila Wilson	X	X	X		100%
	Wilma Redbird					
Cimarron County EMS	Cheryl Taylor	X	X	A		67%
	Glenda Compton					
Cimarron Memorial Hospital	Denton Turner	A	A	A		0%
	Marlene Grazier					
Community Ambulance	Kirk Sander	X	X	X		100%
	Thomas Ray					
Cordell Memorial Hospital	Jenni Hierl	X	X	A		67%
	Holly Henderson					
Eaglemed - Kansas	Craig Isom	A	A	A		0%
Erick Ambulance	Tammy Miller	A	A	A		0%
	Cynthia Swaim					
Freedom Volunteer Fire & Ambulance	Felicia Green	X	X	X		100%
	Shelly Oliphant					
Goodwell Ambulance	Justin Collins	A	A	A		0%
	Senech Wilson					
Guymon Fire Department Ambulance	Grant Wadley	X	A	A		33%
	Scott Lathrop					
Harper County Community Hospital	Amy Yauk	X	X	X		100%
	Melissa Headlee					
Hooker Municipal Ambulance	Marilee Jacobs	X	X	X		100%
	Rob Wayman					
INTEGRIS Bass Pavilion	Jamie McAlister	X	X	X		100%
	Jamie McAlister					
Keyes EMS	Glen Copeland	X	X	A		67%
	Lynn Jones					
Kingfisher Ambulance (City of)	Anthony R. Stewart	X	X	X		100%
	Richard Butts					

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Laverne EMS	Bobbie Mitchell Donda Goodwin	X	X	X		100%
Leedey Ambulance	Kim Currier Bryan Currier	X	A	A		33%
Life EMS of Hennessey	Jimmy Johnson Derek Vermillion	X	A	X		67%
Lifeguard Ambulance Service Weatherford	Jaitton Balcom	A	A	A		0%
LifeTeam - Liberal	Mitch Helfferich Lisa Baldwin-Bateman	X	A	A		33%
Major County EMS	Gregg Burlison Junior Aguilar	X	X	X		100%
Medford Ambulance	James Shepherd Kacy Wallace	X	X	X		100%
Memorial Hospital of Texas County Authority	Tamara Arnold Kenda Pritchard	X	X	A		67%
Mercy Hospital Watonga	Jennifer Manuel Jennifer Jackson	X	X	A		67%
Miller EMS	Matt Miller Jim Koch	X	X	A		67%
Newman Memorial Hospital, Inc.	Jean Bartow Jennifer Hill, LPN	A	X	X		67%
Okeene EMS	Arlan Newman Tammy Fisher	X	A	X		67%
Pond Creek Fire & Ambulance	Jake Winn Shawn Svob	A	A	A		0%
Region 1 RMRS	Paulette Marshall	X	X	X		100%
Rogers Mills Ambulance	Vickey Manning Dustin Batterton	X	A	X		67%
Rogers Mills Memorial Hospital	Ellen Kirk Robert Stephens	X	X	X		100%
Seiling Municipal Hospital	Wendy Shook Jennifer Alton	X	X	X		100%
Share Medical Center	Jeremy Williams ShiAnne Farris	X	X	A		67%
Sinor EMS Sayre	Michelle Addington Jeremy Pool	X	X	A		67%
Sinor EMS Thomas	Michelle Addington Jeremy Pool	X	X	A		67%
Vici-Camargo EMS	Katrina Bryant Eric Peoples	A	A	A		0%
Watonga EMS	Joshua Boden Derek Vermillion	X	A	X		67%
Waynoka Ambulance Service	Felicia Green Julie Dennis	A	X	X		67%
Weatherford Regional Hospital, Inc.	Lindsey Zimmerman Cindy Penner	X	X	X		100%