



Northwest (1) Regional Trauma Advisory Board
High Plains Technology Center
3921 34th Street
Woodward, OK 73801
October 22nd, 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 10:30am.
- II. **Welcome and Introductions**
No introductions were made.
- III. **Roll Call to Include Remote Sites**
Roll call was taken with members present and absent reflected on the attached attendance sheet. Buffalo EMS District arrived at 10:33 am.
- IV. **Approval of Minutes** – July 23rd, 2019
A motion to approve the July 23rd, 2019 minutes was made by AllianceHealth Clinton and seconded by St. Mary’s Regional Medical Center. There was no discussion and the motion passed at 14-0.
- V. **Reports/Updates**
 - A. **Emergency Systems Quarterly Activity Report**
Jennifer Woodrow introduced James Rose as the new Statistical Research Specialist and Rashonda Hagar as a new Administrative Assistant for Emergency Systems. The Oklahoma Emergency Response Systems Stabilization and Improvement Revolving Fund (OERSSIRF) Grant period has been completed with 2.1 million dollars awarded to 20 participants. Version 3.4 of the Oklahoma EMS Information System (OKEMSIS) is coming with most changes being background software changes. Effective January 1st, 2020, OKEMSIS will not work with Internet Explorer. Trauma Registry training is scheduled for November the 7th in Lawton. Anyone interested in attending should contact Xana Howard. The Stroke working group has defined the Registry data elements and the answer choices to those elements. The work group will meet with physicians in January to finalize the Registry. An Oklahoma Trauma Education Program (OTEP) training has been scheduled for November 1st at the Western Technology Center in Elk City. The training is worth two hours of continuing education and anyone interested in attending this training should contact Jennifer Woodrow. The Oklahoma Trauma and Emergency Response Advisory Council (OTERAC) last met on October 2nd, 2019 at OSDH. Business conducted at this meeting included the following:
 - The Council reviewed and approved proposed EMS ruled changes. Approved changes were primarily for EMS and Stretcher Van Services.
 - Rule changes were approved that will require hospitals to submit data to a STEMI (ST-Elevation Myocardial Infarction) Registry.
 - Proposed rule language was approved for implementation of the Good Samaritan Act also known as the Eddie Sims Bill.
 - OTERAC and OSSSAC formalized their agreement to work together to improve stroke systems of care

The next OTERAC meeting is scheduled for February 12th, 2020. The OTERAC Systems Improvement Workgroup is scheduled to meet November 6th, 2019, the EMS Regulation Workgroup is scheduled to meet November 13th, 2019, and the EMResource Workgroup is scheduled to meet November 15th, 2019 at the Oklahoma State Department of Health.

Board Members must be present at the High Plains Technology Center in Woodward, Oklahoma.
General Members may attend a distance learning site of their choice or the High Plains Technology Center.

<p>Autry Technology Center Cameron Kaiser 1201 West Willow Enid, OK 73703 580-242-2750</p>	<p>Western Technology Center Colten Huntzinger 621 Sooner Drive Burns Flat, OK 73624 580-562-3181</p>
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- B. Quality Improvement Committee Quarterly Activity Report
Jamie Lee announced that the QI Committee met last quarter. A brief presentation over Box was given at this meeting which the Committee will be transitioning to as their primary means of file sharing. The QI referral form has been updated with changes made to include reasons for referral, good job referral, and addition of a box to request anonymous submission. A physician vacancy has opened on the Committee. Anyone who would like to nominate a physician should notify Jamie Lee.
- C. Regional Planning Committee (RPC) Quarterly Activity Report
Chair Jamie McAlister announced the RPC was unable to meet quorum and did not meet this quarter, therefore, the Committee has nothing new to report.
- D. Regional Medical Response System Quarterly Activity Report
The Redundant Communications Drill for Region 1 was held in September with 13 EMS agencies and all 19 hospitals participating. Pedi-Mate restraints and a few pediatric backboards were purchased during the last budget period; anyone needing or wanting one should contact Paulette Marshall. Radios for the hospitals have been purchased and are currently being programmed. The next RMPG meeting is scheduled for today at 1:00 pm and the next area meetings are scheduled for November. The Coalition Surge Test will be conducted at the January RMPG meeting.
- E. EMS for Children Quarterly Activity Report
No representative was available for report.
- F. Preparing for Chemical Emergencies Ad Hoc Committee Report
Jamie McAlister discussed tabling this Committee until needed by the RMPG Coalition due to lack of participation and complexity of the planning. Paulette Marshall volunteered Melissa Headlee to Chair this Committee to get a head start on planning. There was no opposition and Melissa Headlee was appointed as Committee Chair by RTAB Chair Jamie McAlister.
- G. Trauma Plan & Bylaw Ad Hoc Committee Report
Jamie McAlister discussed needed changes to the Region 1 Trauma Plan to include simplifying and updating the EMS Provider descriptions. A survey was sent out to all EMS agencies requesting information for the purpose of these descriptions. Jamie requested that all agencies return this survey as soon as possible. Jennifer Woodrow requested members submit a RTAB Authorization Form to ensure contact information is current and stated she would resend the survey with a meeting summary email. An amended Trauma Plan and the Region 1 Bylaws will be sent to members in a few weeks for review to be voted on for approval at the January 2020 RTAB meeting.
- H. Stroke Regional Planning Ad Hoc Committee Report
Committee Chair Erin Fast announced that the Committee is currently working on fine tuning the Region 1 Stroke Plan, working on a stroke triage algorithm for rural EMS, and working to ensure correct contact information. The Committee would like to work on develop a uniform education piece to present to EMS agencies, fire departments, and rural hospitals within Region 1. The Committee plans to meet in Enid to standardize the education piece to present in the next quarter along with a proposed Region 1 Stroke Plan for approval.

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VI. Business

- A. Discussion of presentation “Diagnosing & Managing Pediatric Mild Traumatic Brain Injury” and identification of need to include in regional planning and possible vote to send to Regional Planning Committee

No need to include this presentation in regional planning was identified.

- B. 2020 Board Member Rotation – Vote to Approve
- C. 2020 Committee Membership – Vote to Approve
- D. 2020 Board Officers – Vote to Approve

- 1. Chair – Jamie McAlister
- 2. Vice Chair – Valerie Schultz
- 3. Secretary/Treasurer – Emily Powell

- E. Distant Site Attendance Discussion

Jamie McAlister gave a brief overview of the distance site discussion from the last meeting noting that the Board lost Texas County Health Department as a distance site. Jamie recognized problems posed by the geographical area of the region and also posed the question of if distance sites are still needed and would there possibly be better participation and discussion if the Board no longer utilized distance sites. OSDH collected data showing that no Region 1 RTAB has started on time over the last thirty-six months with delays ranging from four to thirty-nine minutes. After switching to Zoom videoconferencing software, there was still a fourteen minute delay due to unexpected connectivity issues and the videoconferencing connection was lost causing the meeting to end early. Grant Wadley noted that the distance sites have worked in the past, and he believes they can continue to work for the region. He discussed that participation in these meetings is mandated by the state and it would be a disservice to these members to not have the sites available for participation because agencies in this region are already short staffed and unable to attend without leaving their service area uncovered. Jennifer Woodrow stated she is awaiting more information from Cheryl Taylor of Cimarron County EMS who stated she may be able to host the meeting at a school in her area who uses Zoom. Jennifer also discussed the requirements of the Open Meetings Act for videoconferencing noting that any site must be open to the public, provide the same information made available at the main site, and must have both audio and video capability. If the Board decides not to utilize distance sites, members may still attend the meeting by designating an authorized representative or proxy to attend the meeting on their behalf as outlined in the Region 1 Bylaws. Members discussed possible distance site locations, videoconferencing software options and costs, and compatibility requirements for Zoom. Anyone wishing to host a meeting should contact Jennifer Woodrow to place on the proposed site on January 2020 agenda for approval and to ensure compatibility.

- F. 2020 Board Meeting Dates, Times, and Venue – Vote to Approve

- 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

A motion to approve Business items B-D and F noting Emily Powell to be approved to the RPC and Chad Campbell approved to the QI Committees was made by Okeene Municipal Hospital and seconded by Buffalo EMS District. There was no other discussion and the motion passed 15-0.

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VII. Presentation/Discussion

- A. Trauma Systems Toolbox – Daniel Whipple, OSDH Trauma Systems Coordinator
 Mr. Daniel Whipple reviewed the Oklahoma Trauma System to include its history and tools used to properly implement the system. He began by speaking about the Oklahoma Trauma System Improvement and Development Act passed in 2004. This law requires numerous items to include the creation of Regional Trauma Advisory Boards (RTABs), the requirement that each RTAB performs quality improvement activities, the creation of a trauma transfer and referral center, and an expansion of monies for the Trauma Care Assistance Revolving Fund. Mr. Whipple briefly discussed the current minimum requirements for each level of Oklahoma Trauma Center by classification level. He then spoke about the purpose of the RTAB and how that body is responsible for creating solutions for patient care within its regions, educating its providers about those solutions, and using quality improvement activities to verify that the regional plans are effective. He discussed the Triage, Transport, and Transfer (T-3) algorithm and how it assigns a Priority based upon physical exam findings and recommends a destination type that is appropriate for that patient to receive definitive care. Regional Trauma Plans utilize a review of each region's resources and, using the T-3 algorithm as its foundation, assign each trauma patient to an appropriate destination in an effort to reduce morbidity and mortality.
- EMResource is the current statewide tool that should be used to communicate both pre-hospital and hospital resources to other healthcare providers throughout the state. Currently, EMResource provides contact information for hospitals and EMS agencies, near real-time updates regarding hospital specialties and air ambulance location services, and acts as a notification tool for matters that impact care of patients.
- The Oklahoma Trauma Registry and Oklahoma EMS Information System (OKEMSIS) comprise the majority of the data systems used for trauma system review and improvement. The epidemiologists within the data team have used submitted data to produce numerous peer-reviewed articles to improve the care of trauma patients in Oklahoma and in systems similar to ours. Mr. Whipple then reviewed the inclusion and exclusion criteria for the trauma registry as well as the submission timelines for both registries.
- The Trauma Care Assistance Revolving Fund was created in 1999 to serve as a means to provide funding to ambulance services and hospitals that cared for trauma patients whose services were uncompensated. Since its inception, physicians have been made eligible to receive monies from this revolving fund. While participation in the Trauma Care Assistance Revolving Fund is voluntary, eligibility is determined by a required task, data submission to the trauma registry.
- Mr. Whipple provided an example of how the trauma system was designed to work and closed with the goal of those who participate within the trauma system: To get the right patient to the right place, receiving the right treatment in the right amount of time.

VIII. New Business

No new business was presented.

IX. Next Meeting

- A. Regional Planning Committee
 High Plains Technology Center
 3921 34th Street
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 January 28th, 2020 – 9:00 am

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- B. Regional Trauma Advisory Board
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January 28th, 2020 – 10:30 am
- C. Quality Improvement Committee
High Plains Technology Center
3921 34th Street
Woodward, OK 73801
January 28th, 2020 – 12:00 pm
- D. Oklahoma Trauma and Emergency Response Advisory Council
Oklahoma State Department of Health
1000 Northeast 10th Street
Oklahoma City, OK 73117
February 12th, 2020 – 1:00 pm

X. **Adjournment**

A motion to adjourn was made by Buffalo EMS District and seconded by Beaver County Memorial Hospital. The meeting adjourned at 12:14 pm.

Approved



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



 Date

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