



Oklahoma State  
Department of Health  
Creating a State of Health

Northwest (1) Regional Planning Committee

REGULAR MEETING  
Tuesday • January 28, 2025 • 9:00 a.m.

Location of Meeting: High Plains Technology Center  
3921 34<sup>th</sup> Street • Woodward, OK 73801

The Northwest (1) Regional Planning Committee regular meeting notice was posted on the OSDH website located at <https://oklahoma.gov/health/services/licensing-inspections/emergency-systems/trauma-division/rtabs-regional-trauma-advisory-boards-/region-1-rtab.html> as well as the Secretary of State's website located at <https://www.sos.ok.gov/meetings/legacy/search.aspx> on 11/26/24.

Minute

1. Call to Order.....Spencer Leiter, Chair  
Spencer Leiter called the meeting to order at 9:01 am.
2. Roll Call.....Spencer Leiter, Chair  
Roll call was taken as follows:

Present at Roll Call	Absent at Roll Call
Spencer Leiter	Brooke Smith
Tamara Fischer	Garrett Logan
Drew Hunter	
Matt Miller	
Ellen Kirk	
Mark Almack	
Angie Clinton not present at roll call but arrived at 9:10 am	
Kate Schooley not present at roll call but arrived at 9:13 am	

3. Introductions and Announcements.....Spencer Leiter, Chair  
Spencer Leiter noted that there were no new introductions or announcements
4. Matt Miller made a motion to approve April 23, 2024, minutes and Mark Almack seconded. The motion carried as follows:

Ayes	Nays	Abstain
Spencer Leiter		
Tamara Fischer		
Drew Hunter		
Matt Miller		
Ellen Kirk		
Mark Almack		



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5. Discussion, consideration, possible action and vote to recommend to RTAB.....Spencer Leiter, Chair
- The chair suggested projects to work on.
    - Attendance to RTAB meetings
    - Possibly drafting a letter to send out to agencies- Drew volunteered to draft the letter and instructed to send to Samantha before the next meeting who will edit and send back.
    - Discussions ensued and will be carried through to the next meeting.
  - Discussion is wanting OSDH to send out something that this is required. Samantha is checking with upper management to see what OSDH can do.
  - Chair Spencer Leiter suggested the following:
    - Assignments for committee members- to divide between areas
    - Attendance calls to RTAB members
  - Tammy Fischer inquired about Interfacility Transfers –Transfers are determined by hospitals house resource as to what departments will wait based on the acuity of the patient. She stated Critical patients sit for 6 hours before being transferred to a higher level of care due to agencies refusing to do interfacility or not having a paramedic on the ambulance. The idea was suggested to have a central transfer agency who only does transfers.
  - Tammy Fischer stated funding needs to be distributed equally among counties, not whether they have more resources.
  - The Chair asked if they needed to discuss it further for the committee to take to RTAB for agencies with paramedics available for buying into committing to transfers in Region 1. He suggested identifying agencies who are capable of interfacility transfers and those who are not.
  - The suggestion was made by the Chair to send out questions in a survey since they did not have a good response last year. The questions could consist of the following:
    - Do they offer a service with interfacility transfers if so, how many units are available, staff available? ALS, BLS?
  - Chair Spencer Leiter suggested hospitals who know they have people who need to go to a higher level of care call for the most critical one to go first.
  - Discussion will continue to decide what to develop.
    - OSDH Representative, Samantha stated she could reach out to her other regions to see if they are doing anything about the problem with transferring patients and if so, what are they doing.
  - Spencer wants to know if there are any resources OSDH has available for EMRESOURCE for agencies to fill out a short survey listing this is criticality of patient, how long it took for transport, whether air or ground took patient. Collecting numbers on what actual turndowns are and where they are would help quantify value. Agencies could share information about what needs are out there and what availability there is.



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- Spencer will rework wording on survey to get better participation.
  - Spencer suggested agencies combined to get the transfers done.
  - Tammy gave report on Stroke Plan – Email from State stated they are getting together with all the regions to go over the stroke plans and sent a list with everything the agencies need to do. Nothing has been done as of today.
  - Spencer stated he was nominated by someone for work on strokes but not sure who it was. He emailed back but no response.
  - Emails have been going to Grace about weekly numbers but there has been a response, Sam informed the committee Grace is no longer working at OSDH. Spencer has shelved this to discuss at the next meeting
6. New Business (For matters not reasonably foreseen 48 hours prior to the meeting)  
A resignation letter came from Brooke Smith last night saying that she no longer will be on the board effective immediately.
7. Public Comment  
Tammy Fischer made a comment she is not downing Pafford EMS by any means. She is just frustrated.
8. Next meeting:
  - April 22, 2025 – 9:00 a.m.

9. Adjourn  
Matt Miller made a motion to adjourn and seconded by my Fischer at 10:16 am. The motion carried as follows

10.	Ayes	Nays	Abstain
Spencer Leiter			
Tamara Fischer			
Matt Miller			
Ellen Kirk-			
Mark Almack-			
Angie Clinton-			
Kate Schooley			