

**Southwest (3) Regional Trauma Advisory Board
Microsoft Teams**

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August 6th, 2020 – 10:30 am

Minutes (Unofficial Copy)

The following Board Members are participating remotely using the Microsoft Teams teleconferencing platform:

Air Evac Lifeteam – Duncan, American Medical Response – Duncan, American Medical Response – Marlow, Carnegie EMS, Chickasha Fire Department/EMS, Comanche County Memorial Hospital, Comanche County Memorial Hospital EMS, Duncan Regional Hospital, Inc., Grady Memorial Hospital Authority, Grandfield Ambulance, Johnston County EMS, Kirk's Emergency Service, Lindsay Municipal Hospital, Mercy Hospital Ada, Mercy Hospital Ada EMS, Mercy Hospital Ardmore, Inc, Mercy Hospital Healdton, Inc., Southern Oklahoma Ambulance Service, Southwestern Medical Center.

The following General Members are participating remotely using the Microsoft Teams teleconferencing platform:

Air Evac Lifeteam – Ada, Air Evac Lifeteam – Altus, Air Evac Lifeteam – Ardmore, Air Evac Lifeteam - Decatur, TX, Air Evac Lifeteam - Wichita Falls, Anadarko Fire Department EMS, Apache Ambulance, Apollo MedFlight, Arbuckle Memorial Hospital Authority, CareFlite, Carnegie Tri-County Municipal Hospital, Chickasaw Nation EMS, Chickasaw Nation Medical Center, Elkview General Hospital, Elmore City EMS, Grady EMS District, Greer County Special Ambulance Service District, Harmon Memorial Hospital, Jackson County EMS, Jackson County, Memorial Hospital Authority, Jefferson County Hospital, Jim Taliaferro Community Mental Health Center, Lawton Indian Hospital PHS, Lindsay EMS, Mangum Regional Medical Center, Medic West, LLC, MERC- Lawton, Mercy Health – Love County EMS, Mercy Health Love County, Mercy Hospital Tishomingo, Murray County EMS, OSDH-EPRS, Pauls Valley Ambulance Authority, Reynolds Army Community Hospital, Rolling Hills Hospital, LLC, Rush Springs Fire/EMS, Sinor EMS (Hobart), Southwest Oklahoma Ambulance Authority, Stratford Response Area, Survival Flight Inc., The Physicians' Hospital in Anadarko, Tillman County EMS District, Tuttle Fire/EMS, Velma, Community Ambulance, Wadleys EMS Inc – Stratford, Wadleys EMS Inc (Wynnewood), Waurika EMS.

The meeting notice was filed with the Oklahoma Secretary of State on July 17th, 2020 at 1:26 pm. The meeting notice/agenda was posted on the Oklahoma State Department of Health website for the Region 3 RTAB on August 4th, 2020.

I. Call to Order

The meeting was called to order by Vice-Chair Dan McLeod at 10:31 am.

II. Roll Call

Roll call was taken with members present and absent reflected on the attached attendance sheet.

III. Introductions and Announcements

Dan McLeod thanked members for attending the meeting via Microsoft Teams. He requested members mute their microphone when not speaking, utilize the raise your hand feature and chat box for questions, and to state their name when casting votes.

IV. Approval of Minutes – February 20th, 2020

Dan McLeod announced a recommendation from the REPC was made to excuse absences for Harmon Memorial Hospital and Lawton Indian Hospital and that their absences at the February 20th, 2020 should be reflected as excused in these minutes. Rachel Talley noted that Alicia Webster had requested that Business Item E be changed to reflect the following:

E. Discussion, consideration, possible action, and vote to recommend to the Oklahoma State Stroke System Advisory Council amendments to the Rural EMS Stroke Triage Algorithm Jennifer Woodrow requested members review the Rural EMS Stroke Triage Algorithm proposed by ~~American Heart Association~~ the Oklahoma State Stroke System Advisory Council and send any recommendations for improvement by email to her or Grace Pelley.

A motion to approve the minutes with above changes was made by Johnston County EMS and seconded by Kirk's Emergency Service. There was no discussion and the motion was approved 10-0.



V. Reports

- A. Emergency Systems Quarterly Activity Report – Jennifer Woodrow
Jennifer Woodrow noted staffing changes that included the addition of EMS Administrator Becky Novak and EMResource Administrator Anya Grether to the team. Marva Williamson is no longer with the Department, her position/Special Projects Coordinator is now open. The newest Trauma Fund handout was made available in the meeting packet for review. For Stroke Registry, the final list for the data dictionary has been completed and was presented at the July 15th Oklahoma State Stroke System Advisory Council meeting. The Trauma Referral Center (TReC) contractor assumed operations on March 1st, 2020 and TReC is now up and running. The Governor signed the proposed EMS rules which will go into effect on September 11th, 2020. EMS agencies needing a new unit inspections should use the following link to schedule the inspection:
https://www.ok.gov/health/Protective_Health/Emergency_Systems/EMS_Division/Ambulance_Services_&EMRAs/Inspections/index.html. Martin Lansdale has transitioned roles and is no longer managing the Oklahoma EMS Information System (OKEMSIS); the Statistical Research Specialist position is currently being filled. Currently, no trainings are scheduled for either OKEMSIS or the Trauma Registry. EMS Director and the Oklahoma Trauma Education Programs (OTEP) training has been cancelled with hopes to rescheduled using a virtual format. If anyone is interested in attending the EMS Director training, please provide input on whether a full day or two half day classes are preferred.
- B. Oklahoma Trauma and Emergency Response Advisory Council Report – Jennifer Woodrow
The last meeting was canceled with the next meeting date currently tentative for October.
- C. Quality Improvement Committee Quarterly Activity Report – Brandee Keele
The Committee has not been able to meet since December but are scheduled to meet this quarter. The Committee is actively recruiting nurses as well as anyone else interested in serving as a member.
- D. Regional Education Planning Committee (REPC) Activity Report – Brad Lancaster
The Committee has been working on the Region 3 Board Rotation and Bylaw amendments that will be presented today for approval. The REPC voted to recommend approval of Option 1 of the Board Rotation with thming a working group to discuss further possible changes and options.
- E. EMS for Children Quarterly Activity Report – Delores Welch
No representative was available for report.
- F. Regional Medical Planning Group/Southwestern Medical Emergency Response Center Quarterly Activity Report – Robert Stewart
The MCI and EMS Drills have temporarily been suspended and replaced with the COVID19 reporting data requirements. An RMRS awareness training is scheduled for August 14th. If EMResource or WebEOC is needed, agencies should send an email to get enrolled. EMS weekly COVID19 reporting started approximately 2 weeks ago. The next RMPG meeting is scheduled this day at 1:00 pm.

VI. Business

- A. Discussion, consideration, possible action, and vote to approve EMResource two hour divert time recommendation
Jennifer Woodrow noted that Business Items A and B were discussed and voted on for approval at the last meeting. Due to motions being made by non-voting members, the items were not approved. A motion to approve a recommendation of an EMResource divert time of two hours was made by Southwestern Medical Center and seconded by Southern Oklahoma Ambulance Service. There was no discussion and the motion passed 11-0.
- B. Discussion, consideration, possible action, and vote to approve the following 2021 trauma system goals to send to the Regional Education Planning Committee for planning and implementation by October 2020
 - 1. Decrease the number of Priority 1 patients transported by ambulance services to a Level III or Level IV Trauma Center by 3% by the end of the calendar year
 - 2. Decrease the statewide average length of stay at Level III and Level IV Trauma Centers for patients having an ISS of ≥ 16 by 3% by the end of calendar year 2021A motion to approve the above trauma system goals was made by Kirk's Emergency Service and seconded by Southwestern Medical Center. There was no discussion and the motion passed 13-0.
- C. Discussion, consideration, possible action, and vote to approve attached amended Region 3 Bylaws
The proposed amended Region 3 Bylaws were presented to the Board with no discussion. A motion to approve the amendments was made by Johnston County EMS and seconded by Southern Oklahoma Ambulance Service. There was no discussion and the motion passed 13-0.



- D. Discussion, consideration, possible action, and vote to approve 2021 Board Member rotation
Two options for a Board Member rotation with proposed 2021 Board Members for each were presented to the Board for review. Jennifer Woodrow gave a brief overview of both options stating that Option 1 met all guidelines voted on for approval at the July 17th, 2020 REPC meeting and set forth by the Region 3 Bylaws and the only difference between Option 1 and 2 was where the rotation began for rotating ground EMS members. Dan McLeod noted that the REPC moved to recommend Option 1 to the RTAB at today's meeting. A motion to approve the Option 1 Board Member rotation with associated proposed 2021 Board Members was made by Southern Oklahoma Ambulance Service and seconded by Mercy Hospital Ada. There was no discussion and the motion passed 12-0.
- E. 2021 Committee membership discussion and discussion, consideration, possible action, and vote to approve the following:
1. Anthony Adams to the Regional Education Planning Committee
Proposed 2021 Committee members for the Region 3 Regional Education Planning Committee and Quality Improvement Committee were presented with a request for nominations or volunteers to serve on these committees to be voted on for approval at the fourth quarter meeting. Anyone interested in serving on these committees should email Jennifer Woodrow at jenniferxg@health.ok.gov to be placed on the next meetings agenda for approval. A motion to approve Anthony Adams to the Regional Education Planning Committee was made by Southern Oklahoma Ambulance Service and seconded by Southwestern Medical Center. There was no discussion and the motion passed 12-0.
- F. 2021 Board Officer discussion and nominations
1. Chair
 2. Vice Chair
 3. Secretary
- Nominations and volunteers for 2021 Board Officers to be voted on for approval at the 4th quarter RTAB included Lori Smith as Chair, Dan McLeod as Vice-Chair, and Rachel Talley for Secretary.
- G. 2021 Board Meeting dates, times, and venues discussion
1. February 4th, 2021 at Great Plains Technology Center – 10:30 am
 2. April 1st, 2021 at Great Plains Technology Center – 10:30 am
 3. August 5th, 2021 at Great Plains Technology Center – 10:30 am
 4. October 7th, 2021 at Great Plains Technology Center – 10:30 am
- Proposed 2021 Board meeting dates, times, and venues were announced to be voted on for approval at the fourth quarter meeting with no conflicts identified.

VII. New Business

(For matters not reasonably anticipated 48 hours prior to the meeting)

Rachel Talley announced Melody Bridges of Duncan Regional Hospital and Leah Newton of Jefferson County Hospital were nominated and accepted the positions of Stroke Liaisons for Region 3. As Stroke Liaisons, they will be able to speak about stroke education and talking points at future meetings.

VIII. Next Meeting

- A. Quality Improvement Committee
September 3rd, 2020 – 11:00 am
- B. Regional Education Planning Committee
October 1st, 2020 – 9:00 am
- C. Regional Trauma Advisory Board
October 1st, 2020 – 10:30 am

IX. Adjournment

A motion to adjourn was made by Johnston County EMS and seconded by Grady Memorial Hospital Authority. The meeting adjourned at 11:33 am.

Approved

Lori Smith, Chair
Southwest (3) Regional Trauma Advisory Board

Date

SOUTHWEST (3) REGIONAL TRAUMA ADVISORY BOARD

BOARD MEMBER ATTENDANCE

BOARD MEMBER	REPERESENTATIVE	1Q	2Q	3Q	4Q	2020
Air Evac Lifeteam - Duncan	Jared Cheek	X		X		100%
	Kelly Dillon					
American Medical Response - Duncan	Jared Cheek	X		X		100%
	Kelly Dillon					
American Medical Response - Marlow	Jared Cheek	X		X		100%
	Kelly Dillon					
Carnegie EMS	Kenneth Pack	X		A		50%
	Tyler Walters					
Chickasha Fire Department/EMS	Chloe Berry	A		A		0%
	Tony Samaniego					
Comanche County Memorial Hospital	Rachel Talley	X		X		100%
	Nick Eimers-Mosier					
Comanche County Memorial Hospital EMS	John Phillips	A		A		0%
	Christie Timspon					
Duncan Regional Hospital, Inc.	Kim Tigert	X		X		100%
	Julie Pennypacker					
Grady Memorial Hospital Authority	Mary Beth Malone	X		X		100%
	Ryan Chester					
Grandfield Ambulance	Wayne Hull	X		X		100%
Johnston County EMS	Kenneth Power	X		X		100%
	LeaAnne Bently					
Kirk's Emergency Service	Bruce Crowell	X		X		100%
	Sondra Sand					
Lindsay Municipal Hospital	Brianne Bray	X		A		50%
	Tandy Warren					
Mercy Hospital Ada	Tammy Bridgeman	X		A		50%
	James Lampkin					
Mercy Hospital Ada EMS	James Lampkin	X		X		100%
	Randy Bryant					
Mercy Hospital Ardmore, Inc	Lori Smith	X		X		100%
	Lea Brown					
Mercy Hospital Healdton, Inc.	Jaime Connel	X		A		50%
	Kasye Smtih					
Southern Oklahoma Ambulance Service	Andrea Earley	X		X		100%
	Dan McLeod					
Southwestern Medical Center	Robin Garmon	X		X		100%
	Scott Tanner					

SOUTHWEST (3) REGIONAL TRAUMA ADVISORY BOARD

GENERAL MEMBER ATTENDANCE

GENERAL MEMBER	REPERESNTATIVE	1Q	2Q	3Q	4Q	2019
Air Evac Lifeteam - Ada	Steve Bates Jared Cheek	X		X		100%
Air Evac Lifeteam - Altus	Kelly Dillon TJ Saxon	X		X		100%
Air Evac Lifeteam - Ardmore	Jared Cheek Steven Bates	X		X		100%
Air Evac Lifeteam - Decatur, TX	Jared Cheek Kelly Dillon	X		X		100%
Air Evac Lifeteam - Wichita Falls	Jared Cheek Kelly Dillon	X		X		100%
Anadarko Fire Department EMS	Greg Stone E.J. Sorrels	X		A		50%
Apache Ambulance	Michael Bolin Charley Love	A		X		50%
Apollo MedFlight	Brandon Leasure Brett Hicks	A		A		0%
Arbuckle Memorial Hospital Authority	Ashley Bonham Jessica Hobson	X		X		100%
CareFlite	Zack Kupper Nancy Donaldson	A		X		50%
Carnegie Tri-County Municipal Hospital	Shannonn Ware Shay Payne	X		A		50%
Chickasaw Nation EMS	Roy Throne Louis Wade Snodgrass	X		X		100%
Chickasaw Nation Medical Center	Jillian Chadwick - James Roy Throne	X		X		100%
Elkview General Hospital	Jaye Hendrix Kim Goss	X		A		50%
Elmore City EMS	Brendan Hucks Jason Cook	X		A		50%
Grady EMS District	Chloe Berry Kevin Trusty	X		A		50%
Greer County Special Ambulance Service District	Scott Augustine	A		A		0%
Harmon Memorial Hospital	Cheryl Simco Kelley Martinez	A*		A		0%
Jackson County EMS	William Stevens Sharon Sanderson	X		X		100%
Jackson County Memorial Hospital Authority	Kelley Martinez William Stevens	X		X		100%
Jefferson County Hospital	Leah Newton Brent McReynolds	X		X		100%
Jim Taliaferro Community Mental Health Center	John Martin Donna Duyne	X		A		50%
Lawton Indian Hospital PHS	Katie Tompkins Kendall Washburn	A*		A		0%
Lindsay EMS	Anthony Adams Brian Davis	X		A		50%
Mangum Regional Medical Center	Daniel Coffin	A		A		0%

SOUTHWEST (3) REGIONAL TRAUMA ADVISORY BOARD

GENERAL MEMBER ATTENDANCE

Medic West, LLC	Ray Simpson Jenalu Simpson	A		X		50%
MERC- Lawton	Bob Stewart Alana Pack	X		X		100%
Mercy Health – Love County EMS	David Manning Tracy Walker	X		A		50%
Mercy Health Love County	David Manning Tad Hall	X		A		50%
Mercy Hospital Tishomingo	Paul Thomas Lori Smith	X		A		50%
Murray County EMS	Brad Lancaster Joseph Morgan	X		X		100%
OSDH-EPRS	Sheila Lawson	X		A		50%
Pauls Valley Ambulance Authority	James Lampkin	X		A		50%
Reynolds Army Community Hospital	Michael Bolin	X		X		100%
Rolling Hills Hospital, LLC	Anthony Guild Johnny Luttrell	A		A		0%
Rush Springs Fire/EMS	Kevin Trusty Chloe Berry	X		A		50%
Sinor EMS (Hobart)	Teri Lankford Lance Lankford	A		A		0%
Southwest Oklahoma Ambulance Authority	Sheila Lewis Nicole Patterson	A		A		0%
Stratford Response Area	James Lampkin	X		A		50%
Survival Flight EMS				A		0%
Survival Flight Inc.	Ryan Sand Cole Register	X		A		50%
The Physicians' Hospital in Anadarko	Brandi Lewis Kendall Washburn	X		A		50%
Tillman County EMS District	Ralph Washburn Eddie Johnson	X		X		100%
Tuttle Fire/EMS	Bruce Anthony Chloe Berry	X		A		50%
Velma Community Ambulance	Patricia Snider	A		A		0%
Wadleys EMS Inc - Stratford				A		0%
Wadleys EMS Inc (Wynnewood)				A		0%
Waurika EMS	Juanita Fristoe Leah Newton	X		X		100%