

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

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October 1st, 2020 – 10:30 am

Minutes (Unofficial Copy)

There is no physical location and 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, 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 September 18th, 2020 at 2:27 pm. The meeting notice/agenda was posted on the Oklahoma State Department of Health website for the Region 3 RTAB on September 24th, 2020.

I. Call to Order – Chair Lori Smith

The meeting was called to order by Chair Lori Smith at 10:30am.

II. Roll Call – Chair Lori Smith

Roll call was taken with members present and absent reflected on the attached attendance sheet. Mercy Hospital Ada arrived at 10:35 am and Southern Oklahoma Ambulance Service arrived at 10:45 am.

III. Introductions and Announcements – Chair Lori Smith

No introduction nor announcements were made.

IV. Approval of Minutes – August 6th, 2020 – Chair Lori Smith

A motion to approve the minutes with absences excused for Harmon Memorial Hospital and Lawton Indian Hospital was made by Grady Memorial Hospital Authority and seconded by Carnegie EMS. There was no discussion and the motion was approved 14-0.

V. Reports**A. Emergency Systems Quarterly Activity Report – Jennifer Woodrow**

Jennifer Woodrow introduced Katrina Warden as the new Special Projects Coordinator and noted that staff will be moving to the new Oklahoma Commons Building soon. The new application deadlines handout was not included in the member packet but will be emailed to members when available. The final list for the data dictionary is completed and was presented at the July 15th Oklahoma State Stroke System Advisory Council meeting. New EMS Rules were signed and went into effect September 11th, 2020. The updated rules are available on the Emergency Systems website. 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 open. Currently, no trainings are scheduled for either OKEMSIS or the Trauma Registry. EMS Director training is now being conducted virtually; upcoming trainings will be announced as scheduled.
- B. Oklahoma Trauma and Emergency Response Advisory Council Report – Jennifer Woodrow
The last meeting was canceled with the next meeting date tentatively scheduled for October 7th.
 - C. Quality Improvement (QI) Committee Quarterly Activity Report – Ryan Sand
The QI Committee last met on September 3rd with eight cases reviewed by the group. There were 14 letters to be authored, 13 of those require responses. In the interest of time, seven cases were tabled to be reviewed at the next meeting. The group also reviewed 16 responses to letters that were generated during 2019. There was a discussion about an additional state wide CQI meeting in December 2020 to reduce the backlog of cases. The committee currently has a vacancy for a physician and a nurse. The Region 3 Bylaws state that the physician must be an ER Physician, surgeon, or EMS Director and the nurse must be an ER Nurse, OR Nurse, or Air Ambulance Provider.
 - D. Regional Education Planning Committee (REPC) Activity Report – Brad Lancaster
The REPC last met this morning. The committee discussed RTAB attendance and made recommendations to the RTAB Chair regarding excusal of absences. The committee also discussed future goals for 2021 to include development of an interfacility transfer and resource utilization education piece to improve communication between EMS providers and hospitals and to get trauma patients to where they need to go in a more timely manner. Information will be brought back to the Board as it becomes available.
 - 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
EMResource compliance for hospital COVID surveys has been 100% for week days and 75-80% for weekends. EMS compliance for the surveys has been around 80% for week days and 73-80% for weekends. Agencies who are not reporting include Anadarko Fire Department EMS, Lindsay EMS, Southwest Oklahoma Ambulance Association, and Velma Community Ambulance. Mr. Stewart reminded members that completing the surveys is a requirement under the Governor's orders. Agencies and facilities are not completing all of the required fields, entries require either a zero or a number reflective of what is being reported. RMRS awareness training is scheduled for November 13th from 9:00 am to 3:00 pm at the Region 3 MERC. The training includes WebEOC and EMResource training and is limited to six participants per class due to COVID. Anyone interested in attending should contact Mr. Stewart to sign up. A Redundant Communications Drill is scheduled for November 18th from 8:00 am until completion. The drill will begin with texting to determine who has the Rave app on their phone followed by phone calls and emails. Advanced Burn Life Support online training and certification has 38 non-physician and 8 physician seats still available to be filled on a first come first served basis. The deadline to complete the training has been extended to 12/31/2020. Anyone interested in attending any of the trainings should contact Mr. Stewart as soon as possible. The next RMPG meeting is scheduled for this afternoon. Meeting activities include a pediatric surge tabletop exercise and a presentation by OEM regarding the eligibility for Cares Act funding for medical agencies.

VI. Business

- A. Discussion, consideration, possible action and vote to approve the Region 3 QI Committee's Letter Schedule of Escalation Proposal – Jamie Lee
Jamie Lee reviewed the Region 3 QI Committee's Letter Schedule of Escalation Proposal noting the proposal was prompted due to an overall state average of responding to QI letter of 50% with Region 3's response rate averaging 65%. The goal of the QI Committee is for a 100% response rate with meaningful responses in order to improve patient care and the trauma system. Chair Lori Smith entertained a motion noting she hoped members understood the process and that, as the upcoming RTAB Chair, she did not want to sign letters. A motion to approve the Region 3 QI Committee's Letter Schedule of Escalation Proposal as written was made by Mercy Hospital Ada EMS and seconded by Southern Oklahoma Ambulance Service. There was no discussion and the motion passed 12-0.
- B. Discussion, consideration, possible action and vote to approve the QI Committee recommendation that the RTAB and QI Committee Chairs draft and send a letter to licensed hospitals and ambulance services regarding the continuous quality improvement process – Jamie Lee
A motion to approve the QI Committee recommendation that the RTAB and QI Committee Chairs draft and send a letter to licensed hospitals and ambulance services regarding the continuous quality improvement process was made by Southern Oklahoma Ambulance Service and seconded by Grady Memorial Hospital. There was no discussion and the motion passed 12-0.



- C. Discussion, consideration, possible action and vote to approve 2021 Board Members – Chair Lori Smith
Proposed 2021 Board Members were presented to members for review. Jackie Wadley noted that Wadley EMS – Stratford is now providing service to the Stratford area, replacing the proposed 2021 Board Member Stratford Response Area. Jennifer Woodrow clarified that Stratford Response Area is still a licensed EMS agency required to participate in the RTAB and that Mr. Wadley was only required to provide representation for his licensed agencies, not agencies within his coverage area.
- D. Discussion, consideration, possible action and vote to approve 2021 Committee Membership – Chair Lori Smith
Proposed 2021 committee members were presented to members for review with no discussion.
- E. Discussion, consideration, possible action and vote to approve 2021 Board Officers – Chair Lori Smith
 - 1. Chair – Lori Smith
 - 2. Vice Chair – Dan McLeod
 - 3. Secretary – Rachel TalleyProposed 2021 Board Officers were presented to members for review with no discussion.
- F. Discussion, consideration, possible action and vote to approve 2021 Board Meeting dates, times, and venues – Chair Lori Smith
 - 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 amProposed 2021 Board Meeting dates, times, and venues were presented to members for review with no discussion. A motion to approve Business Items C, D, E, and F was made by Carnegie EMS and seconded by Grady Memorial Hospital Authority. There was no discussion and the motion passed 14-0.

VII. New Business – Chair Lori Smith

(For matters not reasonably anticipated 48 hours prior to the meeting)
No new business was presented.

VIII. Next Meeting – Chair Lori Smith

- A. Quality Improvement Committee
December 3rd, 2020 – 11:00 am
 - B. Regional Education Planning Committee
February 4th, 2021 – 9:00 am
 - C. Regional Trauma Advisory Board
February 4th, 2021 – 10:30 am
- Next meeting dates were announced noting a special meeting maybe called for the QI committee.

IX. Adjournment – Chair Lori Smith

A motion to adjourn was made by Carnegie EMS. The meeting adjourned at 11:05 am.

Approved

Lori Smith, Chair
Southwest (3) Regional Trauma Advisory Board
April 1, 2021

SOUTHWEST (3) REGIONAL TRAUMA ADVISORY BOARD

BOARD MEMBER ATTENDANCE

BOARD MEMBER	REPERESENTATIVE	1Q	2Q	3Q	4Q	2020
Air Evac Lifeteam - Duncan	Jared Cheek Kelly Dillon	X		X	X	100%
American Medical Response - Duncan	Jared Cheek Kelly Dillon	X		X	X	100%
American Medical Response - Marlow	Jared Cheek Kelly Dillon	X		X	X	100%
Carnegie EMS	Kenneth Pack Tyler Walters	X		A	X	67%
Chickasha Fire Department/EMS	Chloe Berry Tony Samaniego	A		A	A	0%
Comanche County Memorial Hospital	Rachel Talley Nick Eimers-Mosier	X		X	X	100%
Comanche County Memorial Hospital EMS	John Phillips Christie Timspon	A		A	A	0%
Duncan Regional Hospital, Inc.	Kim Tigert Julie Pennypacker	X		X	X	100%
Grady Memorial Hospital Authority	Mary Beth Malone Ryan Chester	X		X	X	100%
Grandfield Ambulance	Wayne Hull	X		X	A	67%
Johnston County EMS	Kenneth Power LeaAnne Bently	X		X	X	100%
Kirk's Emergency Service	Bruce Crowell Sondra Sand	X		X	X	100%
Lindsay Municipal Hospital	Brianne Bray Tandy Warren	X		A	A	33%
Mercy Hospital Ada	Tammy Bridgeman James Lampkin	X		A	A	33%
Mercy Hospital Ada EMS	David Morriss Chris McGill	X		X	X	100%
Mercy Hospital Ardmore, Inc	Lori Smith Lea Brown	X		X	X	100%
Mercy Hospital Healdton, Inc.	Jaime Connel Kasye Smtih	X		A	X	67%
Southern Oklahoma Ambulance Service	Dan McLeod Jeff Talor	X		X	X	100%
Southwestern Medical Center	Robin Garmon Scott Tanner	X		X	X	100%

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	X	100%
Air Evac Lifeteam - Altus	Kelly Dillon TJ Saxon	X		X	X	100%
Air Evac Lifeteam - Ardmore	Jared Cheek Steven Bates	X		X	X	100%
Air Evac Lifeteam - Decatur, TX	Jared Cheek Kelly Dillon	X		X	X	100%
Air Evac Lifeteam - Wichita Falls	Jared Cheek Kelly Dillon	X		X	X	100%
Anadarko Fire Department EMS	Greg Stone E.J. Sorrels	X		A	A	33%
Apache Ambulance	Michael Bolin Charley Love	A		X	X	67%
Apollo MedFlight	Brandon Leasure Brett Hicks	A		A	A	0%
Arbuckle Memorial Hospital Authority	Ashley Bonham Jessica Hobson	X		X	X	100%
CareFlite	Zack Kupper Nancy Donaldson	A		X	X	67%
Carnegie Tri-County Municipal Hospital	Shannonn Ware Shay Payne	X		A	X	67%
Chickasaw Nation EMS	Roy Throne Louis Wade Snodgrass	X		X	X	100%
Chickasaw Nation Medical Center	Jillian Chadwick - James Roy Throne	X		X	X	100%
Elkview General Hospital	Jaye Hendrix Kim Goss	X		A	X	67%
Elmore City EMS	Brendan Hucks Jason Cook	X		A	X	67%
Grady EMS District	Chloe Berry Kevin Trusty	X		A	A	33%
Greer County Special Ambulance Service District	Korey Thomas	A		A	X	33%
Harmon Memorial Hospital	Cheryl Simco Kelley Martinez	A*		A*	A	0%
Jackson County EMS	William Stevens Sharon Sanderson	X		X	X	100%
Jackson County Memorial Hospital Authority	Kelley Martinez William Stevens	X		X	X	100%
Jefferson County Hospital	Leah Newton Brent McReynolds	X		X	X	100%
Jim Taliaferro Community Mental Health Center	John Martin Donna Duyne	X		A	A	33%
Lawton Indian Hospital PHS	Katie Tompkins Kendall Washburn	A*		A*	X	33%
Lindsay EMS	Anthony Adams Brian Davis	X		A	A	33%
Mangum Regional Medical Center	Daniel Coffin	A		A	A	0%

SOUTHWEST (3) REGIONAL TRAUMA ADVISORY BOARD

GENERAL MEMBER ATTENDANCE

Medic West, LLC	Ray Simpson Jenalu Simpson	A*		X	X	67%
MERC- Lawton	Bob Stewart Alana Pack	X		X	X	100%
Mercy Health – Love County EMS	David Manning Tracy Walker	X		A	A	33%
Mercy Health Love County	David Manning Tad Hall	X		A	A	33%
Mercy Hospital Tishomingo	Paul Thomas Lori Smith	X		A	X	67%
Murray County EMS	Brad Lancaster Joseph Morgan	X		X	X	100%
OSDH-EPRS	Jessica Benson	X		A	X	67%
Pauls Valley Ambulance Authority	David Morriss Chris McGill	X		A	X	67%
Reynolds Army Community Hospital	Michael Bolin	X		X	X	100%
Rolling Hills Hospital, LLC	Anthony Guild Johnny Luttrell	A		A	A	0%
Rush Springs Fire/EMS	Ryan Upchurch Chloe Berry	X		A	X	67%
Sinor EMS (Hobart)	Teri Lankford Lance Lankford	A		A	X	33%
Southwest Oklahoma Ambulance Authority	Sheila Lewis Nicole Patterson	A		A	A	0%
Stratford Response Area	James Lampkin	X		A	A	33%
Survival Flight EMS	Ryan Sand			A	X	50%
Survival Flight Inc.	Ryan Sand Cole Register	X		A	X	67%
The Physicians’ Hospital in Anadarko	Brandi Lewis Kendall Washburn	X		A	X	67%
Tillman County EMS District	Ralph Washburn Eddie Johnson	X		X	X	100%
Tuttle Fire/EMS	Jennifer Harnett Chloe Berry	X		A	X	67%
Velma Community Ambulance	Patricia Snider	A		A	A	0%
Wadleys EMS Inc - Stratford	Kathleen Heck Jackie Wadley			A	X	50%
Wadleys EMS Inc (Wynnewood)	Kathleen Heck Jackie Wadley			A	X	50%
Waurika EMS	Juanita Fristoe Leah Newton	X		X	X	100%