
**Southwest (3) Regional Trauma Advisory Board
SPECIAL MEETING**

Thursday, December 9, 2021 – 10:30 a.m.

**Location of Meeting: Great Plains Technology Center
4500 Southwest Lee Boulevard
Lawton, OK 73055**

The meeting notice was filed with the Oklahoma Secretary of State on October 1, 2021 at 11:26 a.m. The meeting notice/agenda was posted on the Oklahoma State Department of Health website for the Region 3 RTAB on November 22, 2021 at 4:15 p.m.

MINUTES

- I. Call to Order – Check in with Remote Site.....Lori Smith, Chair
The meeting was called to order by Chair Lori Smith at 10:31 a.m.
- II. Roll Call to include Remote Site.....Lori Smith, Chair
Roll call was taken with members present and absent reflected on the attached attendance sheet.
- III. Introductions and Announcements.....Lori Smith, Chair
No introductions nor announcements were made.
- IV. Approval of Minutes – August 5, 2021.....Lori Smith, Chair
A motion to approve the August 5, 2021 minutes as written was made by Southern Oklahoma Ambulance Service and seconded by Chickasaw Nation Medical Center. There was no discussion and the motion passed 17-0.
- V. Reports
 - A. Emergency Systems.....Jennifer Woodrow
Jennifer Woodrow introduced Nena West as the new Medical Facilities Assistant Director and announced current open positions to include Administrative Assistant, EMS Administrator, Statistical Research Specialist, and Epidemiologist. Trauma Fund is beginning disbursements for the October 21 application period. The deadline for new applications is November 30, 2021 for hospitals and December 15, 2021 for EMS agencies and physicians. An email was sent to EMS agencies, hospitals, and physicians requesting the name of their collaborator for Box. A Trauma Fund handout and Emergency Systems contact list was provided in the member packet for any questions and/or training request. Virtual Trauma Registry training is scheduled for February 22, 2022 for basic training and February 24, 2022 for advanced training. The Emergency Systems data team is currently working on a research project with Dr. Behm regarding priority scores given by EMResource versus hospitals and what factors influence those scores. They are also working on updating the Oklahoma EMS Information System (OKEMSIS) database from version 3.3.4 to version 3.4 in order to keep up with national standards. The deadline to switch to version 3.4 is December 31, 2021; members who have not already switched should reach out to their third party vendor or contact Xana Howard for assistance. Virtual OKEMSIS training is scheduled for January 25, 2022 and January 27, 2022. An EMResource interface capability that eliminates the need to manually enter data fields for score calculation is available for hospitals to assist with National Emergency Department Overcrowding Score (NEDOCS) reporting. Any facilities ready to utilize this feature should email EMResource@health.ok.gov. Development consultations and Oklahoma Trauma Education Program (OTEP) training is available upon request. Request and/or referrals for training or development consultations can be emailed to Jennifer Woodrow at jenniferxg@health.ok.gov.

The Oklahoma Trauma and Emergency Response Advisory Council (OTERAC) met on August 4, 2021 and December 8, 2021 with the next meeting scheduled for February 2, 2022. Business conducted at the August 4 meeting included:

- Approval of amendments to the hospital rules for recommendation to the Commissioner to approve to include reorganization and removal of regulatory restriction words with subchapter 59 and updated language to include the new licensure levels of EMT, Advanced EMT, and Intermediate EMT.
- Approval of amendments to the EMS rules for recommendation to the commissioner to approve to include streamlining of the rules and the addition of language for clarity, compression of the application sections into one sub-chapter, addition of a section by which an ambulance service can enter into contract with a non-certified agency, allowance of training centers to collect testing fees rather than including these fees in with the OSDH fees for reimbursement to the training centers.

Discussions and business conducted at the December 8 meeting included:

- Approval of a new workgroup to review the State EMS Plan, identify necessary updates, and make recommendations for implementation. Members interested in serving on this workgroup should email Trauma Systems Coordinator Chris Dew for more information.
- Report of regional updates to include Region 3. Ms. Woodrow noted the Council was pleased with the Region 3 report and looking forward to a progress report. Ms. Woodrow thanked the members on behalf of the Council and Emergency Systems for their hard work and continued dedication to improving trauma systems in Oklahoma.

Data regarding physician specialist availability and Oklahoma trauma transfers from 2018 through 2020 will be presented at the next meeting scheduled for February 2, 2022 with RTAB members encouraged to attend.

- B. Continuous Quality Improvement Committee (CQI).....Ryan Sand, Committee Chair
The third quarter CQI meeting was held on September 2, 2021 with 10 cases reviewed, 16 letters authored of which two recognized a good job and 14 required responses. The committee also reviewed 10 responses to CQI letters with eight of the letters accepted requiring no further action and two follow-up letters authored of which one required a response. The next meeting is scheduled for December 16, 2021 at 9:00 a.m. via Microsoft Teams. Mr. Sands noted that review of positive rather than all negative cases is nice and encouraged members to recognize outstanding jobs in patient care by submitting CQI referrals for jobs well done.
- C. Regional Education and Planning Committee (RPC).....Brad Lancaster, Committee Chair
The RPC and working groups have met several times with work completed to include amendment of the trauma plan, repeal and rewrite of the regional bylaws, update of the RTAB Board Member Rotation, and review of the trauma system goals with providing education regarding appropriate patient prioritization identified as the first step to assist in meeting the goals. Alana Pack briefly reviewed the draft Region 3 Mass Casualty Index Annex plan proposed as an addition to the regional trauma plan and requested members to review specific consideration for hospitals and EMS agencies regarding the management of a mass casualty incident (MCI) to ensure the recommendations/guidelines are applicable with any comments and/or suggestions to be emailed to alana.pack@drhhealth.org. The plan is almost finished with work still needed regarding specific consideration to include activation of the Regional Surgical Extraction Team and search and rescue/recovery.
- D. Stroke.....Melody Bridges
OSSSAC has appointed Dr. Evgeny Sidorov of OU Health as the new Chair and Dr. John Barghols of INTEGRIS as the new Co-Chair. Grace Pelley has been meeting with the vendor that is building the stroke registry software to resolve issues and to move the timeline for completion forward with no official start date available. The beta versions of the software currently being tested works very similar to the current trauma registry software and should have similar quality improvement tools available. Ms. Bridges reminded EMS agencies that the specific time crews notify the emergency

department of a code stroke will be a required element in the upcoming stroke registry and encouraged all members to attend the OSSSAC meetings held quarterly with the next meeting scheduled for January 12, 2022.

- E. Regional Medical Planning Group/Southwestern Emergency Response Center.....Robert Stewart
The Regional Medical Planning Group is scheduled to meet after the RTAB from 1:00 to 3:00 p.m. with discussion to include Arc-GIS Reporting. RMRS is currently seeing an upward trend regarding COVID reporting with some issues noted regarding transfers. RMRS Awareness Training is scheduled for January 7, 2022 at the Region 3 MERC from 9:00 to 3:00 p.m.; contact Alana Pack or Mr. Stewart for registration. The Redundant Communications Drill date has been changed and is now scheduled for April 27, 2022 from 8:00 am until noon. The Coalition Surge Test has been replaced with the Medical Response & Surge Exercise (MRSE) and is mandatory for all coalition members. The MRSE is tentatively scheduled for May 11, 2022 in conjunction with the RMRS workshop. Pediatric Disaster Response and Preparedness Management is scheduled for March 31 and April 1 at the Red River Votech in Duncan with the training highly recommending. Members who have already registered for this course should confirm they have been automatically registered for the new date. MCI drills were conducted on July 9, October 8, and November 15 resulting in a total participation of 43%, 38%, and 52% with correct participation of 38%, 19%, and 48% respectively. RMRS will be providing training to help get closer to the regional participation goal of 70 percent. On July 9, EMS agencies were added to the drill by OSDH with issues identified regarding the ability to acknowledge the drill. The problem was corrected resulting in EMS Agency drill response rates of 10% for October 8 and 9% for November 15. Response rates will be sent to the CQI Committee for review and possible action if the response rates do not improve. Mr. Stewart urged members to set up contact preferences correctly in order to receive alerts; agencies needing assistance should contact Mr. Stewart or Alana Pack. Drills will be conducted monthly until a response rate of 70% is reached. Alana Pack noted the Pediatric Disaster Response and Preparedness Management training requires a minimum of 30 registrants with only 10 currently registered to participate and encouraged members to register and increase participation by share the training link.
- F. EMS for Children.....Bobbie Keith
No representative was available for report.

VI. Business

- A. Discussion, consideration, possible action and vote to approve proposed Region 3 Trauma Advisory Board Membership, 2022 Board Member Rotation Schedule (Attachment A), and proposed 2022 Board Members pending review of the Regional Education and Planning Committee recommendations.....Lori Smith, Chair
Jennifer Woodrow reviewed the proposed Board Member Rotation noting changes as outlined in the rotation guidelines proposed in the new regional bylaws recommended for approval by the RPC to include the following: total number of Board Members, permanent members, and general members; recognition of licensed agencies and hospitals holding multiple licenses as one entity with individual licenses to rotate within that entity position; removal of Board members due to failure to meet attendance requirements with new members assigned to fill the vacancy; addition of guidelines regarding permanent general membership with permanent general members designated; member organization updates regarding category assignments, change of ownership, and new members placement. Board Members for 2022 were proposed according to the revised rotation. Ms. Woodrow noted authorized representatives may only be authorized to represent one Board member but can represent multiple general members. Authorized representatives must be appointed from the respective category/institution of the appointing member organization. Lori Smith noted that representatives who attend and are not authorized will not be counted as present or allowed to vote on behalf of the member organization. A motion to approve the Region 3 RTAB Board Membership, 2022 Board Member Rotation Schedule (Attachment A), and 2022 Board Members as proposed was

made by Chickasaw Nation Medical Center and seconded by Kirk's Emergency Service. There was no discussion and the motion passed 17-0. Ms. Woodrow recognized and thanked the Trauma Plan & Bylaw Review/Revision Working Group for their work in completing the regional bylaws and rotation schedule revisions.

- B. Discussion, consideration, possible action and vote to approve proposed 2022 Board Officer nominations.....Lori Smith, Chair
1. Chair – Lori Smith
 2. Vice-chair – Dan McLeod
 3. Secretary – Rachel Talley
- Chair Lori Smith reviewed the 2022 Board Officer nominations received at the last RTAB meeting. A motion to approve the 2022 Board Officer nominations was made by Survival Flight Inc. and seconded by Grady Memorial Hospital Authority. There was no discussion and the motion passed 17-0.
- C. Discussion, consideration, possible action and vote to approve proposed 2022 Committee Membership.....Lori Smith, Chair
1. Quality Improvement Committee – Vote to add Sandra Sand and Kenneth Power
 2. Regional Education Planning Committee – Vote to add Alana Pack and Jamie Hennessey
- Chair Lori Smith reviewed the proposed 2022 Committee Membership and proposed new members. Brad Lancaster recommended verifying that Jamie Hennessee wants to serve on the REPC. Ms. Smith noted that the RTAB can vote to approve the membership today and Ms. Hennessee can notify the RTAB in writing if she wishes to be removed from the committee. Jennifer Woodrow announced that the CQI Committee needs more hospital representatives and clarified committee members are not required to be a Board Member. A motion to approve the 2022 committee membership as follows was made by Chickasaw Nation Medical Center and seconded by Elkview General Hospital. There was no discussion and the motion passed 17-0 with the following committee members approved:
- Quality Improvement Committee: Ryan Sand, Chair; David Behm, DO; Nick Eimers-Mosier; Jennifer Hamilton; Jamie Hennessee; Kelly Dillion; Kim Tigert; Lisa Vinson; Robert Worden, DO; Sandra Sand; and Kenneth Power
 - Regional Education and Planning Committee: Brad Lancaster, Chair; Beth Malone; Dan McLeod; JenaLu Simpson; Robert Stewart; Rachel Talley; Scott Tanner; Tyler Walters; Alana Pack; and Jamie Hennessey
- D. Discussion, consideration, and possible vote to approve action pending review of performance measure data and REPC recommendations regarding regional trauma system goals....Lori Smith, Chair
- The agenda item was tabled due to no REPC recommendations.
- E. Discussion, consideration, and possible vote to approve proposed Region 3 Trauma Plan amendments pending review of the Regional Education and Planning Committee recommendations.....Lori Smith, Chair
- Information regarding the Region 3 Mass Casualty Incident (MCI) Annex was provided and discussed during the REPC Report with the draft plan included in the member packet. Chair Lori Smith announced the agenda item and vote will be tabled until the next meeting to allow time for member review and feedback. Robert Stewart requested members review and provide feedback regarding the draft MCI Plan and the RMRS Surgical Extraction Team (SET) Plan. Once finalized, the documents will be added to the Region 3 Trauma as an appendix and brought back to the RTAB for approval at the next meeting. Mr. Stewart discussed the possibility of utilization of TReC for SET Team activation and requested member feedback regarding this possibility. The current process for activation is to notify Mr. Stewart. As the plan is pushed out to other regions, it may be easier to designate TReC as the point of contact responsible only to notify the appropriate regional MERC for team activation.

- F. Discussion, consideration, and possible vote to repeal the current Region 3 Bylaws and approve new Region 3 Bylaws proposed by the Regional Education and Planning Committee.....Lori Smith, Chair Jennifer Woodrow gave a brief overview of the proposed Region 3 Bylaws noting recommended changes regarding the following: organization and formatting updates with language clarification and removal of repetitive language; organization structure amendments to include the addition of Board Staff, clarification of attendance and participation requirements and actions to be taken regarding unexcused absence; allowance of committees to form working groups, addition of guidelines for trauma plan review/revision frequency and summary of changes. Chair Lori Smith noted term limits for Board Officers was also added to increase member participation. The RPC recommended repeal and adoption of new bylaws due to the extent of recommended revisions. A motion to repeal the current Region 3 Bylaws and adopt the new Region 3 Bylaws as proposed by the REPC was made by Southern Oklahoma Ambulance Service and seconded by Grady Memorial Hospital Authority. There was no discussion and the motion passed 17-0.
- VII. New Business (For matters not reasonably anticipated 48 hours prior to the meeting)
No new business was conducted.
- VIII. Public Comment
No public comments were given.
- IX. Next Meeting
- A. Southwest (3) Continuous Quality Improvement Committee
January 7, 2022 – 9:00 a.m.
 - B. Oklahoma Trauma and Emergency Response Advisory Council
February 2, 2022 – 1:00 p.m.
 - C. Southwest (3) Regional Education and Planning Committee
February 3, 2022 – 9:00 a.m.
 - D. Southwest (3) Regional Trauma Advisory Board
February 3, 2022 – 10:30 a.m.
- X. Closing, Adjournment, and Dismissal
A motion to adjourn was made by Elkview General Hospital and seconded by Chickasaw Nation Medical Center. The meeting adjourned at 11:39 p.m.

Approved,



Lori Smith, Chair
Southwest (3) Regional Trauma Advisory Board
April 7, 2022

**Board Members must be present in person at the Great Plains Technology Center in Lawton, Oklahoma.
General Members may attend the remote location below or the Great Plains Technology Center.**

Zoom

<https://us06web.zoom.us/j/86478270802?pwd=ODA5Q2RmWlp5YXZvQ3NkeW1BR2xndz09>

Meeting ID: 864 7827 0802

Amy Hawkins – 580-355-0535

SOUTHWEST (3) REGIONAL TRAUMA ADVISORY BOARD

BOARD MEMBER ATTENDANCE

BOARD MEMBER	REPERESENTATIVE	1Q	2Q	3Q	4Q	2021
Air Evac Lifeteam - Ada	Dan McLeod David Morriss		X	X	X	100%
Arbuckle Memorial Hospital Authority	Justin G. White Tiffany Baxter		X	X	X	100%
Carnegie Tri-County Municipal Hospital	Shay Payne Shannon Ware		X	A	X	67%
Chickasaw Nation Medical Center	Jillian Chadwick - James Roy Throne		X	X	X	100%
Comanche County Memorial Hospital	Rachel Talley Nick Eimers-Mosier		X	X	X	100%
Comanche County Memorial Hospital EMS	Jamie Hennessey Christie Timspon		A	X	A	33%
Duncan Regional Hospital, Inc.	Kim Tigert Kristen Webb		X	X	X	100%
Elkview General Hospital	Kim Goss Jaye Hendrix		X	A	X	67%
Grady Memorial Hospital Authority	M. Beth Malone Lori Woodings		X	X	X	100%
Jackson County Memorial Hospital Authority	Kelley Martinez Marlin Glenn		X	X	X	100%
Kirk's Emergency Service	Bruce Crowell Sandra Sand Pruitt		X	X	X	100%
Mercy Hospital Ada	Colin Farrell Ron Thetford		A	A	X	33%
Mercy Hospital Ada EMS	Chris McGill Chad Palmer		X	X	X	100%
Mercy Hospital Ardmore, Inc	Lori Smith Lisa Vinson		X	X	X	100%
Rush Springs Fire/EMS	Scooter Mitchell Jessica Fitzpatrick		X	X	A	67%
Southern Oklahoma Ambulance Service	Jeff Taylor Bob Hargis		X	X	X	100%
Survival Flight Inc.	Ryan Sand Jayme Miller		X	X	X	100%
Tillman County EMS District	Eddie Johnson Jackie Johnson		X	X	X	100%
Tuttle Fire/EMS	Jennifer Hamilton William Smith		X	X	X	100%

SOUTHWEST (3) REGIONAL TRAUMA ADVISORY BOARD

GENERAL MEMBER ATTENDANCE

GENERAL MEMBER	REPERESNTATIVE	1Q	2Q	3Q	4Q	2021
Air Evac Lifeteam - Altus	Dan McLeod TJ Saxon		X	A	X	67%
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 - Duncan	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 Edward J. Sorrels		A	A	A	0%
Apache Ambulance	Michael Bolin Charley Love		X	A	A	33%
Apollo MedFlight	Brandon Leasure Brett Hicks		A	A	A	0%
CareFlite	Zack Kupper Nancy Donaldson		X	X	A	67%
Carnegie EMS	Kenneth Pack Tyler Walters		X	X	A	67%
Chickasaw Nation EMS	Roy Throne Joshua Langley		X	X	X	100%
Chickasha Fire Department/EMS	Tony Samaniego Mike Peek		A	A	A	0%
Eldorado EMS	Jimmie Goodin Heather Hill			A	A	0%
Elmore City EMS	Brandae Hucks Jason Cook		X	X	A	67%
Grady EMS District	Chloe Berry Tony Samaniego		A	X	A	33%
Grandfield Ambulance	Wayne Hull				A	0%
Greer County Special Ambulance Service District	Korey Thomas		A	A	A	0%
Harmon Memorial Hospital	Cheryl Simco Joe Lett		X	A	X	67%
Jackson County EMS	William Stevens		A	X	A	33%
Jefferson County Hospital	Leah Newton Brent McReynolds		X	X	A	67%
Jim Taliaferro Community Mental Health Center	John Martin Ann Rachelle Jenkins		X	X	A	67%
Johnston County EMS	Kenneth Power LeaAnne Bently		X	X	X	100%
Lawton Indian Hospital PHS	Katie Tompkins Kendall Washburn		X	A	A	33%
Lindsay EMS	Brian Davis Anthony Adams		A	A	A	0%
Lindsay Municipal Hospital	Brianne Bray Tandy Warren		X	X	X	100%

SOUTHWEST (3) REGIONAL TRAUMA ADVISORY BOARD

GENERAL MEMBER ATTENDANCE

Mangum Regional Medical Center	Daniel Coffin		A	X	A	33%
Medic West, LLC	Ray Simpson Jenalu Simpson		X	X	X	100%
Mercy Health – Love County EMS	David Manning Tracy Walker		A	A	A	0%
Mercy Health Love County	David Manning Tad Hall		A	A	A	0%
Mercy Hospital Healdton, Inc.	Jay Austin Jaime Connel		A	A	A	0%
Mercy Hospital Tishomingo	Paul Thomas Lori Smith		A	X	A	33%
Murray County EMS	Brad Lancaster Joseph Morgan		X	X	X	100%
OSDH-EPRS	Jessica Dean Sheila Lawson		A	A	X	33%
Pafford EMS of Oklahoma Hinton	Preston White Jason Likens				A	0%
Pauls Valley Ambulance Authority	David Morriss Chris McGill		X	X	X	100%
Pauls Valley Hospital	Hal Brock Len Lacefield		A	A	X	33%
Region 3 MERC/RMRS	Robert Stewart Alana Pack		X	X	X	100%
Reynolds Army Community Hospital	Michael Bolin		X	X	A	67%
Rolling Hills Hospital, LLC	Anthony Guild Johnny Luttrell		A	A	A	0%
Sinor EMS (Hobart)	Teri Lankford Raven Lankford		X	X	X	100%
Southwest Oklahoma Ambulance Authority	Sheila Lewis Nicole Patterson		A	A	A	0%
Southwestern Medical Center	Robin Garmon Scott Tanner		A	A	X	33%
Survival Flight EMS, LLC (Duncan)	Tre McPherson Ryan Sand			X	X	100%
Survival Flight EMS, LLC (Walters)	Ryan Sand Jayme Miller		X	X	X	100%
The Physicians' Hospital in Anadarko	Brandi Lewis Jenny Morton		X	X	X	100%
Velma Community Ambulance	Duke Darling Mike Padilla		A	A	A	0%
Wadleys EMS Inc (Stratford)	Kathleen Heck Jackie Wadley		A	A	A	0%
Wadleys EMS Inc (Wynnewood)	Kathleen Heck Jackie Wadley		A	A	A	0%
Waurika EMS	Juanita Fristoe Leah Newton		A	A	A	0%