



**East Central (4) Regional Trauma Advisory Board**

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**Optional Ways to Join**

+1 405-898-0717

Conference ID: 673 679 382#

August 20<sup>th</sup>, 2020 @ 1:00 pm

**MINUTES**

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

Air-Evac Muskogee  
Bristow Medical Center  
Cherokee Nation EMS  
Dr. James Campbell  
Haskell County Hospital  
Hillcrest Hospital Henryetta  
Memorial Hospital of Stilwell  
Muskogee County EMS

Northeastern Health - Sequoyah  
Northeastern Health System  
Northeastern Health System EMS  
Okmulgee County EMS  
Saint Francis Muskogee  
Wagoner Community Hospital  
Wagoner EMS

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

Air-Evac Lifeteam – Henryetta  
Checotah EMS  
Coweta Fire Department EMS  
Cornerstone Hospital of Oklahoma  
Cherokee Nation W.W. Hasting Hospital  
Drumright Regional Hospital  
First Flight Tahlequah

Mannford Ambulance Service  
Muscogee (Creek) Nation L.T.A.C  
Muscogee (Creek) Nation Medical Center  
Muscogee (Creek) Nation Rehabilitation  
Pafford EMS of OK – Sequoyah County  
Pafford EMS of OK - Stilwell

Meeting notice was posted with the Oklahoma Secretary of State on November 18<sup>th</sup>, 2019 at 9:19 am and amended to reflect a virtual meeting on July 17<sup>th</sup>, 2020 at 2:44 pm.

- I. Call to Order**  
The meeting was called to order by Chairperson Laurel Haven at 1:01 pm.
- II. Welcome and Introductions**  
None at this time
- III. Roll Call**  
Roll call was taken with quorum of Board members met. See attached sheet for complete attendance.



**IV. Approval of Minutes –February 20<sup>th</sup>, 2020**

A motion to approve the minutes with changes was made by Mark Forrest and seconded by Sophia Abdo. There was no discussion and the motion passed after a unanimous roll call.

**V. Reports/Updates**

**A. Emergency Systems quarterly activity report – Lori Strider**

Lori Strider provided the Emergency Systems report. She began with staffing changes that included the addition of our newest EMS Administrator, Becky Novak, and our EMResource Administrator, Anya Grether. The Governor has signed the proposed EMS rules, and they will go into effect on September 11<sup>th</sup>, 2020. Mr. Martin Lansdale has transitioned roles and is no longer managing the Oklahoma EMS Information System (OKEMISIS); a new OKEMISIS administrator is in the hiring process now. There currently are no trainings being offered for either OKEMISIS or the trauma registry, but please contact Dr. Yang Wan for trauma registry questions. The newest Trauma Fund handout is in the meeting packet; please review the submission dates to ensure that a deadline is not missed. We are hoping to offer the EMS Director training in September as scheduled, but it will be a distance session. Likewise, our scheduled Oklahoma Trauma Education Program (OTEP) offerings may be transitioned into virtual classes. The stroke registry data dictionary is in its final draft form. Since our last meeting, the Trauma Referral Center (TReC) has had its new contractor assume operations on March 1<sup>st</sup>, 2020.

**B. Regional Planning Committee quarterly activity report – Mark Forrest**

None at this time

**C. Quality Improvement Committee quarterly activity report – Dr. James Campbell**

Dr. Campbell provided the region with an update from the last meeting. He stated the committee reviewed 15 cases, with 1 case being tabled for another time. The committee had 5 response letters to review. All 5 letters were accepted and the cases were closed. He informed the committee of an escalation process for no response to letters. The committee reviewed 2021 dates for meetings. Dr. Campbell stated they need a nurse from this Region to be a part of the committee. If anyone knows a nurse or would like to be part of the committee, please let Brandee know.

**D. Regional Medical Response System quarterly activity report – Henrietta Dreadfulwater**

They are still working with the PPE in the area. If you need any help or have questions please contact RMRS.

**E. EMS for Children quarterly activity report – Delores Welch**

No report given.

**VI. Business:**

**A. Discussion and possible vote to add Mercy Life Line #4 as a General Member**

Marshall with Mercy Life Line stated the base is in Arkansas, but transport from Region 4 often. He would like to be a part of the Region to help in any way he can. A motion to add Mercy Life Line 4 as a General Member was made by Dr. James Campbell and seconded by Andrea Dawson. The motion passed after an unanimous roll call.

**B. 2021 Board Rotation Discussion**

Proposed 2021 Board Members were presented with no discussion.

**C. 2021 Committee Membership Discussion**

Proposed 2021 Committee Members were presented with no discussion.

**D. 2021 Board Officer Nominations**

1. Chair



2. Vice-Chair

3. Secretary/Treasurer

2021 Board Officers nominated included Mike Cates as Chair, Dr. James Campbell as Vice Chair, and Kim Walton as Secretary/Treasurer to be voted on for approval at the fourth quarter meeting.

E. 2021 Board Meeting Dates, Times, and Venue Discussion

1. February 18<sup>th</sup>, 2021 at Saint Francis Hospital Muskogee at 1:00 pm

2. May 20<sup>th</sup>, 2010 at Saint Francis Hospital Muskogee at 1:00 pm

3. August 19<sup>th</sup>, 2021 at Saint Francis Hospital Muskogee at 1:00 pm

4. November 18<sup>th</sup>, 2021 at Saint Francis Hospital Muskogee at 1:00 pm

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. Kim Walton will check with their facility to make sure there is no conflict with their agency to host the meetings.

VII. **New Business** (for matters not reasonably anticipated 48 hours prior to the meeting)

There was no new business.

VIII. **Next Meeting**

A. **Oklahoma Trauma and Emergency Response Advisory Council**

October 7<sup>th</sup>, 2020 – 1:00 pm

B. **Quality Improvement Committee**

October 20<sup>th</sup>, 2020 – 10:00 am

C. **Regional Planning Committee**

November 19<sup>th</sup>, 2020 @ 10:00 am

D. **Regional Trauma Advisory Board**

November 19<sup>th</sup>, 2020 @ 1:00 pm

IX. **Adjournment**

A motion to adjourn the meeting was made by Dr. James Campbell and seconded by Mike Cates at 1:36 pm.

Approved

Laurel Havens, Chairperson Region 4 Regional Trauma Advisory Board  
November 12<sup>th</sup>, 2020



