



Oklahoma State Department of Health
 Creating a State of Health

Combined Regions 2/4/7 Quality Improvement Committee
 Saint John Medical Center

1920 South Utica Ave, Tulsa, OK 74136

September 12th, 2019 -10:30 am

Minutes

- I. Call to Order
 Dr. James Campbell called the meeting to order at 10:32 am.
- II. Roll Call
 Roll call was taken with the following members present: Audrey Stanton, Bruce Kelley, James Campbell, Judy Dyke, Kathy O'Dell, Ron Morris, and Russel Brand. The following members were absent: Kari Smoot, Mark Damon, Phyllis Grady, and Russel Martin.
- III. Approval of Minutes – June 13th, 2019
 A motion was made to approve the minutes from June 13th, 2019 by Audrey Stanton and seconded by Bruce Kelley. No discussion was had and the motion passed 7-0.
- IV. Introductions and Announcements
 Jamie Lee introduced herself as a new CQI nurse working with Brandee Keele.
- V. Emergency Systems Report
 Jamie Lee reported that the CQI office was now fully staffed following the hiring of herself and a new administrative assistant, Rashonda Hagar. EMS also has a new administrative assistant, Liz Bermea. Included in her report were the 4th quarter CQI meetings for all regions would be held in conjunction with the RTAB leadership conference December 12th. She also reported starting November 1st, 2019 CQI will no longer be subject to the open meetings act.
- VI. Consideration of a motion and a vote to enter Executive Session pursuant to Title 25 Oklahoma Statute § 307 (B)(7) Open Meeting Act for case review to discuss confidential patient records:
 Judy Dyke made a motion to enter into executive session, and it was seconded by Kathy O'Dell. No discussion was had and the motion passed 7-0.
New Cases for review:
 - 2019 02 38: Bruce Kelley, Kathy O'Dell
 - 2019 02 66: Russell Martin, Dr. Stanton
 - 2019 02 71: Judy Dyke, Dr. Stanton
 - 2019 02 89: Dr. Campbell, Ron Morris
 - 2019 03 04: Dr. Campbell, Russell Brand
 - 2019 08 01: Dr. Stanton, Kathy O'Dell
- VII. Consideration of a motion and vote to return to Open Session
 A motion to return to open session was made by Dr. Stanton and seconded by Judy Dyke. No discussion was held and the motion passed 7-0.
- VIII. Business
 - A. Discussion for the recruitment of a surgeon to replace Dr. Duvall
 Discussion was held regarding the recruitment of a surgeon for the region. Kathy O'Dell stated she would investigate a possible candidate.
 - B. Accept physician volunteers and vote to approve the combined Region 2/4/7 signatory for outgoing correspondence
 Jamie Lee asked the committee how they would like their region signature on outgoing quality improvement correspondence. She reported that the committees for the other regions in the state had opted to sign correspondence from all of the physicians on the committee as opposed to one signature. Dr. Audrey Stanton and Dr. James Campbell both volunteered to sign letters for the region. A motion

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was made to have both physician's signatures on the combined Region 2/4/7 outgoing correspondence by Bruce Kelley and seconded by Judy Dyke. There was no further discussion and the motion passed 7-0.

- C. Presentation on using Box for CQI record delivery with a target start date of 4th quarter
Jamie Lee presented a power point detailing the instructions for getting started on box and the ease of use. She announced this would be the method of data sharing for all regions starting in the 4th quarter.
 - D. Proposed dates for 2020 CQI Meetings for discussion
 - January 21st, 2020 at 10:00 am
 - April 21st, 2020 at 10:00 am
 - July 21st, 2020 at 10:00 am
 - October 20th, 2020 at 10:00 am
- No discussion was had.

IX. New Business

Ron Morris announced he would be resigning from CQI, and he has a recommended Mike Ford to replace him. He will send Lori Strider, the Region 2/4 EMS Administrator, a written resignation along with his recommendation to be presented at the next RTAB meeting.

X. Next Meeting Dates

- A. Oklahoma Trauma and Emergency Response Advisory Council
Oklahoma State Department of Health
1000 Northeast 10th Street
Oklahoma City, OK 73117
October 2nd, 2019 – 1:00 pm

XI. Adjournment

A motion to adjourn was made by Kathy O'Dell and seconded by Judy Dyke. No further discussion was had and the meeting adjourned at 12:00 pm.

Approved,



James Campbell DO
Chair Combined Region 2, 4, 7 CQI
January 21st, 2020