



Oklahoma State
Department of Health
Creating a State of Health

Northwest (1) Regional Planning Committee

REGULAR MEETING
Tuesday • July 22, 2025 • 9:00 a.m.

Location of Meeting: High Plains Technology Center
3921 34th Street • Woodward, OK 73801

The Northwest (1) Regional Planning Committee regular meeting notice was posted on the OSDH website located at <https://oklahoma.gov/health/services/licensing-inspections/emergency-systems/trauma-division/rtabs-regional-trauma-advisory-boards-/region-1-rtab.html> as well as the Secretary of State's website located at <https://www.sos.ok.gov/meetings/legacy/search.aspx> on 11/26/24.

Approved Minutes

1. Spencer Leiter called the meeting to order at 9:42 a.m.
2. Roll call was taken as follows:

Present at Roll Call	Absent at Roll Call
Spencer Leiter	Brooke Smith
Garrett Logan	Drew Hunter
Ellen Kirk	Tamara Fischer
Angie Clinton	Matt Miller
Kate Schooley Nichols	Mark Almack

3. The Chair asked for any introductions and Lori Strider introduced Norma Perez who took over the CQI and Lewis Robinson who is the new Trauma Coordinator at the State Department of Health.
4. Angie Clinton made a motion to approve January 28, 2025 minutes and Ellen Kirk seconded. The motion carried as follows:

Ayes	Nays	Abstain
Spencer Leiter		
Kate Schooley Nichols		
Angie Clinton		
Garrett Logan		
Ellen Kirk		

- The Chair suggested that attendance needs to be better at RTAB's and the only way to do this is to divide up agencies between the members in RPC and call them or do a mass text. Spencer has been doing that for this coming meeting and has found it to be working somewhat. With a lot of volunteer agencies, the people are at other jobs, and it makes it difficult to make it to a meeting in the daytime when they are at their other jobs.
- It was decided that drafting a letter is probably not the answer to this problem. Discussion was made to increase the RPC committee members, but it was noted that increasing numbers on the



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committee makes reaching quorum even harder than it is now. Using the RMRS sub regions the group could divide it to where RPC work along with others to make it equal.

The question was raised about having zoom meetings along with in-person meetings, but this is something the Governor of Oklahoma would have to approve of due to the Oklahoma Open Meetings act. This is a regulation, but the group can talk to their representatives. Spencer will work on a list of the agencies for the group members to call and bring them to the group at the next RPC.

- The Chair brought up interfacility transfers and transfer priority. The document that was received from Woodward EMS and Woodward Hospital was agreed upon and discusses what is a priority and the guidelines for prioritizing interfacility transfers. It also gives a timeline of what the expectation is between EMS and Hospital as to when the ambulance could respond. The group decided this would be a good idea to get this letter to the RTAB and make sure the priority descriptions are followed for Region 1. A response expectation would be hard to require each agency to follow it exactly due to each agency and hospital having different capabilities.

Garrett Logan made a motion to bring the letter to the RTAB today and recommended that each hospital sit down with EMS agencies but without the response expectation. Kate Nichols seconded. The motion carried as follows:

Ayes	Nays	Abstain
Spencer Leiter		
Kate Schooley Nichols		
Garrett Logan		
Angie Clinton		
Ellen Kirk		

- Spencer stated he was nominated a year ago about being on a stroke committee but has not anymore about it.
5. New Business (For matters not reasonably foreseen 48 hours prior to the meeting)
There was no New Business to discuss.
 6. Public Comment
Angie Clinton made a comment that there is now 24-hour coverage for the surgical unit at Great Plains Regional.
 7. Next meeting:
 - October 28, 2025 – 9:00 a.m.



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8. Kate Schooley Nichols made a motion to adjourn at 10:12 a.m. and seconded by Ellen Kirk. The motion carried as follows:

Ayes	Nays	Abstain
Spencer Leiter		
Kate Schooley Nichols		
Garrett Logan		
Angie Clinton		
Ellen Kirk		