

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

[https://teams.microsoft.com/join/19%3ameeting\\_YzlxZTVmOWUtNDUyOC00NzE5LTk2NjUtNT11YzkzMDU1MDNm%40thread.v2/0?context=%7b%22Tid%22%3a%229a307864-3e98-4f08-b90a-728b62cf32c5%22%2c%22Oid%22%3a%22463c8334-e408-4d1d-b4eb-52f4b934efe4%22%7d](https://teams.microsoft.com/join/19%3ameeting_YzlxZTVmOWUtNDUyOC00NzE5LTk2NjUtNT11YzkzMDU1MDNm%40thread.v2/0?context=%7b%22Tid%22%3a%229a307864-3e98-4f08-b90a-728b62cf32c5%22%2c%22Oid%22%3a%22463c8334-e408-4d1d-b4eb-52f4b934efe4%22%7d)

**October 1<sup>st</sup>, 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 18<sup>th</sup>, 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 24<sup>th</sup>, 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 6<sup>th</sup>, 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 15<sup>th</sup> Oklahoma State Stroke System Advisory Council meeting. New EMS Rules were signed and went into effect September 11<sup>th</sup>, 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](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 7<sup>th</sup>.
  - C. Quality Improvement (QI) Committee Quarterly Activity Report – Ryan Sand  
The QI Committee last met on September 3<sup>rd</sup> 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 13<sup>th</sup> 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 18<sup>th</sup> 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 4<sup>th</sup>, 2021 at Great Plains Technology Center – 10:30 am
  2. April 1<sup>st</sup>, 2021 at Great Plains Technology Center – 10:30 am
  3. August 5<sup>th</sup>, 2021 at Great Plains Technology Center – 10:30 am
  4. October 7<sup>th</sup>, 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 3<sup>rd</sup>, 2020 – 11:00 am
  - B. Regional Education Planning Committee  
February 4<sup>th</sup>, 2021 – 9:00 am
  - C. Regional Trauma Advisory Board  
February 4<sup>th</sup>, 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

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

# SOUTHWEST (3) REGIONAL TRAUMA ADVISORY BOARD

## GENERAL MEMBER ATTENDANCE

GENERAL MEMBER	REPERESNTATIME	1Q	2Q	3Q	4Q	2019
<b>Air Evac Lifeteam - Ada</b>	Steve Bates	X		X	X	100%
	Jared Cheek					
<b>Air Evac Lifeteam - Altus</b>	Kelly Dillon	X		X	X	100%
	TJ Saxon					
<b>Air Evac Lifeteam - Ardmore</b>	Jared Cheek	X		X	X	100%
	Steven Bates					
<b>Air Evac Lifeteam - Decatur, TX</b>	Jared Cheek	X		X	X	100%
	Kelly Dillon					
<b>Air Evac Lifeteam - Wichita Falls</b>	Jared Cheek	X		X	X	100%
	Kelly Dillon					
<b>Anadarko Fire Department EMS</b>	Greg Stone	X		A	A	33%
	E.J. Sorrels					
<b>Apache Ambulance</b>	Michael Bolin	A		X	X	67%
	Charley Love					
<b>Apollo MedFlight</b>	Brandon Leasure	A		A	A	0%
	Brett Hicks					
<b>Arbuckle Memorial Hospital Authority</b>	Ashley Bonham	X		X	X	100%
	Jessica Hobson					
<b>CareFlite</b>	Zack Kupper	A		X	X	67%
	Nancy Donaldson					
<b>Carnegie Tri-County Municipal Hospital</b>	Shannonn Ware	X		A	X	67%
	Shay Payne					
<b>Chickasaw Nation EMS</b>	Roy Throne	X		X	X	100%
	Louis Wade Snodgrass					
<b>Chickasaw Nation Medical Center</b>	Jillian Chadwick - James	X		X	X	100%
	Roy Throne					
<b>Elkview General Hospital</b>	Jaye Hendrix	X		A	X	67%
	Kim Goss					
<b>Elmore City EMS</b>	Brendan Hucks	X		A	X	67%
	Jason Cook					
<b>Grady EMS District</b>	Chloe Berry	X		A	A	33%
	Kevin Trusty					
<b>Greer County Special Ambulance Service District</b>	Korey Thomas	A		A	X	33%
<b>Harmon Memorial Hospital</b>	Cheryl Simco	A*		A*	A	0%
	Kelley Martinez					
<b>Jackson County EMS</b>	William Stevens	X		X	X	100%
	Sharon Sanderson					
<b>Jackson County Memorial Hospital Authority</b>	Kelley Martinez	X		X	X	100%
	William Stevens					
<b>Jefferson County Hospital</b>	Leah Newton	X		X	X	100%
	Brent McReynolds					
<b>Jim Taliaferro Community Mental Health Center</b>	John Martin	X		A	A	33%
	Donna Duayne					
<b>Lawton Indian Hospital PHS</b>	Katie Tompkins	A*		A*	X	33%
	Kendall Washburn					
<b>Lindsay EMS</b>	Anthony Adams	X		A	A	33%
	Brian Davis					
<b>Mangum Regional Medical Center</b>	Daniel Coffin	A		A	A	0%

# SOUTHWEST (3) REGIONAL TRAUMA ADVISORY BOARD

## GENERAL MEMBER ATTENDANCE

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