



REGULAR MEETING OF THE
SOUTHEAST REGION (5) REGIONAL TRAUMA ADVISORY BOARD (RTAB)

Pittsburg County Health Department
1400 East College Avenue
McAlester, OK 74501
Thursday November 10, 2022 – 10:30 a.m.

Minutes

The meeting notice was filed with the Oklahoma Secretary of State on Thursday, November 18, 2021 at 9:13 a.m. The meeting notice/agenda was posted on the Oklahoma State Department of Health website for the Region 5 RTAB on Monday, November 07, 2022 at 1:42 p.m.

- I. **Call to Order**..... Pamela Cunningham, Chair
The meeting was called to order at 10:32 a.m. by Chair, Pamela Cunningham.
- II. **Welcome, Introductions, and Announcements**..... Pamela Cunningham, Chair
Chair, Pamela Cunningham welcomed everyone to the meeting.
- III. **Roll Call**..... Korey Langston, Secretary
Roll call was conducted by Korey Langston, Secretary. See attached attendance sheets to review who was present and absent from the meeting.
- IV. **Approval of Minutes – August 11, 2022**..... Pamela Cunningham, Chair
A motion to approve the August 11, 2022 minutes was made by McAlester Regional Health Center and seconded by EMS of LeFlore County. There was no discussion and the motion passed 11-0.
- V. **Reports/Updates**
 - A. **Emergency Systems Quarterly Activity Report**..... Dean Henke
Chris Dew gave the Emergency Systems Report: New Staff: One of our EMS Administrator positions has been filled however we still have one position open. I would like to welcome and introduce to you, Tessa (Tess) Cleary-Smith. Tess has been assigned to our trauma team and like all EMS Administrators will assist with regulatory inspections in her unassigned regions. She comes to us with a wealth of EMS Education and street medic knowledge. Open positions: EMS Administrator II, Epidemiologist II/III, and Statistician. EMS and Development Regulatory inspections continue. EMS agencies continue to be prepared for an unannounced visit from your regulatory staff. We continue our development consults with our licensed agencies. We are looking over their last regulatory inspections and if deficiencies were issued, contact is made to the agency to see if the agency would be interested in us coming out for a visit and assist with developing the agency for regulatory inspections. Our key focus as of this year has been development of a rules compliant medical director involved quality assurance/quality improvement process for all agencies who received deficiencies. Two Statewide OTEP trainings have been completed this year. There will be more trainings available soon or upon request. Region 2 and 4 received Regional OTEP trainings prior to their RTAB meetings last quarter. There is a T3 Working Group from the Medical Direction/Coordination Committee that met on October 12, 2022 and are currently planning a



future meeting in the next 2-3 weeks that will compare what Oklahoma uses to the national standards for prehospital triage. For more information regarding the above trainings please send an email to ESystems@health.ok.gov. We have been selected to put together a new State EMS Plan Workgroup. The workgroup is a strategic planning project funded by the National Highway Traffic Safety Administration (NHTSA). The National Association of State EMS Officials (NASEMSO) is contracted with NHTSA to complete three strategic planning meetings before the end of 2022 to update some of the dated assessment documents, and then the findings will be presented to NHTSA. OKEMSIS Reminder: All cases must be reported to OKEMSIS by the end of the following month after date of service. All September cases should be entered by the end of October 2022. Trauma Fund: The Hospital Trauma Fund Application Deadline is November 30, 2022, at 5:00 p.m. The EMS/Physician Trauma Fund Application Deadline is December 15, 2022, at 5:00 p.m. Physician Trauma Fund Application EMS Trauma Fund Application Training is scheduled for November 16, 2022. All documents for Trauma Fund must be loaded via OSDH BOX. Contact our office to set up access to upload your documents. Claims for July 1 to December 31, 2021, are being reviewed at this time. The Hospital Claim Form was uploaded to your agency specific OSDH BOX on September 16, 2022. Official Opening of April 2022 Trauma Fund Application Period: October 14, 2022 – Summary Sheet emailed to Hospital Administrator/Registrar's. Critical Dates (Claims January 1, 2022, to June 30, 2022): 02/10/2023 – Data Error Reports and Transfer Feedback Reports uploaded to facilities OSDH BOX account. 03/01/2023 – All incomplete/corrections deadline, 03/17/2023 – Major Trauma Case List uploaded to facilities OSDH BOX Account – Last opportunity to make corrections – must submit a Review Request Form listing each case to make corrections/additions on. 04/05/2023 – Final Deadline before Summary Sheet emailed to Hospital Administrator's. Trauma Registry: The Hospital Standards for licensure, Oklahoma Administrative Code (OAC) 310:667-59-1(b) requires Oklahoma licensed hospitals to submit trauma cases meeting inclusion criteria monthly. These cases must be entered into the Trauma Registry by the last weekday of the month following when care was rendered. For example, April cases are due the last weekday of May. Reminder: Check monthly Compliance Report and verify number of cases submitted into Trauma Registry. All cases through September 2022 should be entered by the end of October 2022. If you have a discrepancy, please send an email to esystems@health.ok.gov and put in the subject line "Trauma Registry" and the concern for missing cases. A staff member will contact you to troubleshoot the discrepancy. If you have no cases for the month, send an email to esystems@health.ok.gov and put in the subject line "Trauma Registry" and note there are no cases for that month. Reminder: Cases MUST be entered into Trauma Registry to be considered for Trauma Fund reimbursement for Hospitals, Physicians and EMS. All cases through September 2022, should be entered into Trauma Registry. If they are not, we suggest making this a priority to stay current with compliance. An email to all hospitals was sent on October 21 showing hospitals that have not entered or has missing data from Jan-Jun 2022, based on the compliance report. The email went to the hospital administrator and the trauma registrar on record. This generated a lot of emails being sent back to ESystems that the hospitals did not know that the trauma cases were not being entered or that the person had left. The Data Team continues working with those that need access to Trauma Registry. If there are no trauma cases for each month, email ESystems stating you have no cases for that month. By doing this, you will eliminate receiving an email with a reminder to submit your data. If you are not the Trauma Registrar, as the facility representative you have the responsibility of relaying this information to your trauma registrar. There are important deadlines dates for Trauma Registry and Trauma Fund. IF there are errors or needed corrections or you fail to submit, then your cases will not qualify for Trauma Fund Reimbursement for your Hospital or associated Physician. (WE NEED YOUR HELP TO GET EVERYONE BACK INTO



COMPLIANCE) QUESTIONS REGARDING TRAUMA REGISTRY/TRAUMA FUND: If you have error reports for the period of June – December 2021 the errors must be corrected whether you are applying for Trauma Fund or not. Excel Claim Forms were uploaded to each facilities OSDH BOX account. If your facilities claim form had highlighted cases, it means you have errors on those particular cases. It is the Registrar’s responsibility to complete the corrections as required for Hospital licensure, whether you apply for Trauma Fund or not. If you are having trouble submitting data to Trauma Registry, send an email to esystems@health.ok.gov put in the subject line “Trauma Registry” and the concern for submitting data to Trauma Registry and a staff member will facilitate a support ticket with the software company, ESO. EMResource (No new information) Oklahoma Emergency Response Systems Stabilization and Improvement Revolving Fund (OERSSIRF) Reviews were completed on October 6th and contracts went out on October 11th. If you applied for trauma fund and were awarded a contract, you should have received something in the mail. Also, all awards are posted on the OSDH Emergency Systems website. OTERAC Discussion and vote to remove Chapter 642 which addressed the Oklahoma Emergency Response System Stabilization and Improvement Revolving Fund. (Chapter OAC 310:642) was voted on to remove this chapter. The Statue for this was removed in 2005 and the rule no longer had support for the language. Discussion and vote to approve Chapter 643 is the new language that supports the Oklahoma Emergency Response System Stabilization and Improvement Revolving Fund Distribution. (Chapter OAC 310:643). Discussion and vote to approve Chapter 645 Emergency Service District Supplemental Regulations. (Chapter OAC 310:645). Discussion and vote to approve Oklahoma trauma system assessment by the American College of Surgeon, or other entities pending availability of funding. Please remember and make every attempt to have a representative from your RTAB attend and present updates at the next OTERAC meeting to be held on February 1, 2023, at 1:00 pm in Tulsa. James O Goodwin Health Center, Tulsa City-County Health Department, 5051 South 129th East Avenue, Tulsa, OK 74134.

- B.** Quality Improvement Committee Quarterly Activity Report.....Nate Toews
Mr. Toews reported the last meeting was August 30 with 6 members present. The committee wrote 15 response letters, two good job letters, and reviewed two letters and took no action. When the CQI committee makes records request for the cases, both Hospitals and EMS are having delays in sending the information requested. Also, both Hospitals and EMS are not documenting the proper T-3 prioritization on their PCRs. This information is maybe overlooked in your dropdown boxes so if you could at least document that in your narratives it would be helpful. The CQI committee is in need of nurses to help review PCRs.
- C.** Hospital Stroke Liaison Report.....Laura Isom
No report given.
- D.** Regional Educational Planning Committee Quarterly Activity Report.....Kari Beggs
Ms. Beggs shared the REPC approved the meeting dates for 2023. The REPC will start reviewing the RTAB attendance starting in the first quarter meeting. Ms. Beggs reported the RMRS and REPC will look into an Active Shooter presentation for the next RTAB meeting.
- E.** Regional Medical Response System Quarterly Activity Report.....Kari Beggs
Ms. Beggs reported they are monitoring the Respiratory Syncytial Virus (RSV) in the region to see if there is an influx of cases. The RMRS has been reaching out to the hospitals every week to obtain data. It is hard to get data from the EMS agencies. RMRS is reviewing all their plans and will update hospitals. Ms. Beggs shared about injury reporting from last Fridays storms. Try to get that data to the RMRS if possible.
- F.** EMS for Children Quarterly Activity Report.....Sarah Connally
No report given. Slides are in the members packets.



VI. Business

- A.** Discussion, consideration, possible action, and vote to approve the addition of Dr. Matthew McTague and Dr. Matthew Sims to the Quality Improvement Committee. Pamela Cunningham, Chair.

A motion was made to approve the addition of Dr. Matthew McTague and Dr. Matthew Sims to the Quality Improvement Committee by McAlester Regional AirCare and seconded by EMS of LeFlore County. There was no discussion and the motion passed 11-0.

- B.** Discussion, consideration, possible action, and vote to approve the Region (5) 2023 RTAB Board Rotation.....Pamela Cunningham, Chair

A motion to approve the 2023 Board Members was made by McAlester Regional Health Center and seconded by EMS of LeFlore County. There was no discussion and the motion passed 11-0.

Hospitals - 2023	EMS Agencies - 2023
AllianceHealth Durant	Air Evac Lifeteam 129 Idabel
AllianceHealth Madill	McAlester Regional Air Care
Atoka County Medical Center	Atoka County EMS
Choctaw Nation Health Service Authority	Bryan County EMS
Eastern Okla Medical Center	Choctaw County Ambulance
Holdenville General Hospital	Creek Nation
McAlester Regional Health Center	EMS of LeFlore County
McCurtain Memorial Hospital	International Paper EMS
Paris Regional Medical Center	McAlester FD/EMS
Pushmataha County Hospital	McCurtain County EMS

- C.** Discussion, consideration, possible action, and vote to approve the 2023 RTAB Officer NominationsPamela Cunningham, Chair

1. Chair – Pamela Cunningham
2. Vice Chair – Benny Brooks
3. Secretary – Korey Langston

A motion to approve the 2023 RTAB Officers was made by EMS of LeFlore County and seconded by Air Evac Lifeteam 129 – Idabel. There was no discussion and the motion passed 11-0.

- D.** Discussion of the Region (5) 2023 Committee Membership.....Pamela Cunningham, Chair

2023 REPC	2023 CQI
Kari Beggs - Chair	Nate Toews – Chair
David Bruner	Christopher Bradshaw, DO
Delbert Gay	Pamela Cunningham
Brian Norton	Lindsay DaVault, MD
Jauquetta Trotter	Delbert Gay
	Alicia Griffith
	Michael Hunter
	Dr. Matthew Sims
	Dr. Matthew McTague



A motion to approve the 2023 REPC and CQI committee members was made by McAlester Regional Health Center and seconded by EMS of LeFlore County. There was no discussion and the motion passed 11-0.

- E. Discussion, consideration, possible action, and vote to approve the Dates, Times, and Venues for 2023 Board Meetings to be held at the:

Pittsburg County Health Department
1400 East College
McAlester, Oklahoma 74501

- 1. February 09, 2023 – 10:30 a.m.
- 2. May 11, 2023 – 10:30 a.m.
- 3. August 10, 2023 – 10:30 a.m.
- 4. November 09, 2023 – 10:30 a.m.Pamela Cunningham, Chair

A motion to approve the Dates, Times, and Venues for the 2023 RTAB Board meetings was made by McAlester Regional Health Center and seconded by Bryan County EMS. There was no discussion and the motion passed 11-0.

- F. Discussion, consideration, possible action, and vote to hold “break-out” sessions prior to the start of the RTAB meeting starting February 09, 2023.....Pamela Cunningham, Chair

Pamela Cunningham shared that it was discussed after the last RTAB meeting to hold breakout groups before the RTAB meeting where EMS and Hospital members could discuss topics of concerns among the group. Keith Lickly shared since the Region is so large these breakout groups would give members a chance to learn what may be going on in a different county. Kari Beggs shared the REPC is used to approve items to send to the RTAB, and they can use part of that time for RTAB members to attend. Ms. Beggs suggested moving the REPC start time to 9:00 a.m. and that would allow the RTAB members to hold their breakout meeting and hour before the RTAB meeting starts at 10:30 a.m. Nate Toews suggested to hold the breakout sessions outside of the REPC. Mr. Henke shared what was discussed was the RTAB meeting is scheduled at 10:30 a.m. but it doesn't have to start right at 10:30 a.m. Spend about twenty minutes and have the breakout groups then start the RTAB meeting. To keep from having quorum the breakout groups will be limited to about three, four, or five members per group. The goal behind starting at 10:30 a.m. was to keep members from having to come in earlier. Another goal was to try and generate more discussion in the meetings and it has been noticed that after the RTAB meeting adjourns, many members will stay after and have open discussions about what is going on in their area. All members are welcome, both general and board members. Mr. Lickly suggested starting before 10:30 a.m. that way it won't take up extra time for those who are not interested. Mr. Toews made a motion to hold the breakout groups before the 10:30 a.m. start time. Mr. Toews shared that there does not need to be any formal plan that everyone can just meet among themselves. Delbert Gay shared that one way or another there will be breakout sessions. It's not required for anyone to attend. Ms. Cunningham shared to try and get to the RTAB meeting early because they have seen the benefit of members having discussions among themselves. No action is being taken at this time and Item F will be place on the February 09/2023 RTAB agenda.



VII. New Business.....Pamela Cunningham, Chair

(For matters not reasonably anticipated 48 hours prior to the meeting)

James Smith – McCurtain County EMS wanted to thank everyone in the room for the tons and tons of outpouring for their assistance in the tornado that hit last Friday. Ambulances, food, water, blankets, and etc. were available for assistance.

VIII. Next Meetings.....Pamela Cunningham, Chair

A. Regional Education Planning Committee

Pittsburg County Health Department
1400 East College
McAlester, OK 74501
February 9, 2023 – 9:30 a.m.

B. Regional Trauma Advisory Board

Pittsburg County Health Department
1400 East College
McAlester, OK 74501
February 9, 2023 – 10:30 a.m.

IX. AdjournmentPamela Cunningham, Chair

A motion to adjourn was made by McAlester Regional Health Center and seconded by EMS of LeFlore County. The meeting adjourned at 11:22 a.m.

BOARD MEMBER	REPRESENTATIVE	1Q	2Q	3Q	4Q	YTD
AIR EVAC LIFETEAM 129 - IDABEL	James Smith Ben McFarland		X	X	X	100
ALLIANCEHEALTH DURANT	Andrea Posey		X	X	A	67
ALLIANCEHEALTH MADILL	Daniel Coats Karen Davis		A	A	X	33
ATOKA COUNTY EMS	Randy Bryant Alicia Griffith		X	X	X	100
BRYAN COUNTY EMS	Brian Norton Nate Toews		X	A	X	67
CHOCTAW COUNTY AMBULANCE AUTHORITY	Randy L Springfield Randy Cox		X	X	A	67
CHOCTAW MEMORIAL HOSPITAL	Velvet Bullard Randy Cox		X	A	X	67
CREEK NATION COMMUNITY HOSPITAL	Stacie Woody Jeffrey Dean		x	A	A	67
CREEK NATION EMS	Scott Randall Bradley Smith		X	A	A	33
EMS OF LEFLORE COUNTY	Keith Licky James Parker		A	X	X	67
HOLDENVILLE GENERAL HOSPITAL	Kathy Green		X	X	A	67
INTERNATIONAL PAPER EMS	David Bruner Kimberley Ross		X	X	X	100
MCALESTER FIRE DEPARTMENT EMS	Benny Brooks Brett Brewer		X	X	X	100
MCALESTER REGIONAL AIRCARE	Korey Langston Nathan Eric Enlow		X	X	X	100
MCALESTER REGIONAL HEALTH CENTER	Pamela Cunningham		X	X	X	100
MCCURTAIN MEMORIAL HOSPITAL	Charlie Johnson Sandra Leggett		A	A	A	0
PUSHMATAHA CO ANTLERS HOSPITAL	Jauquetta Trotter Delbert Gay		X	X	X	100
	QUORUM	Y/N				

5

REGIONAL TRAUMA ADVISORY BOARD

MEMBERS ATTENDANCE

11/10/2022 - Attendance

GENERAL MEMBER	REPRESENTATIVE	1Q	2Q	3Q	4Q	
AIR EVACEMS DBA AIR EVAC LIFETEAM 139 - PARIS TX	James Smith Justin Kinkade		A	X	X	67
AIR EVACEMS DBA AIR EVAC LIFETEAM 149 FT SMITH AR	James Smith Ben McFarland		X	X	X	100
AIR EVACEMS INC DBA AIR EVAC LIFETEAM - DURANT	James Smith Ben McFarland				X	100
AIR EVACEMS INC DBA AIR EVAC LIFETEAM - SEMINOLE 158	James Smith Ben McFarland		A	X	X	67
AIR EVAC LIFETEAM 022 - PARIS, AR	James Smith Ben McFarland		A	X	X	67
AIR EVAC LIFETEAM 065 - SHERMAN, TX	James Smith Ben McFarland		A	X	X	67
AIR EVAC LIFETEAM 073 - DEQUEEN, AR	James Smith Ben McFarland		A	X	X	67
ANTLER (CITY OF) EMS	Delbert Gay Jauquetta Trotter		X	X	X	100
ATOKA COUNTY MEDICAL CENTER	Chris Martin Rusty Cole		X	X	X	100
CHOCTAW NATION EMS	Gerrick L Johnson Whitney Stephens		X	X	X	100
CHOCTAW NATION HEALTH CARE CENTER	Gerrick L Johnson Whitney Stephens		X	X	X	100
CHOCTAW NATION HEALTH SERVICES AUTHORITY	Whitney Stephens Gerrick Johnson		X	X	X	100
COALGATE FIRE DEPARTMENT EMS	Lance Cartidge Aaron Blue		A	X	A	33
COLBERT EMS	Toni Coates		A	A	X	33
EASTERN OKLAHOMA MEDICAL CENTER	Vanessa Afzali Amber Parker		X	A	X	67
HUGHES COUNTY EMS	Kristy Lashbrook Chris Miller		X	A	X	67
KONAWA EMS	James Farris Curtis Mitchell		X	X	A	67
MARSHALL COUNTY EMS DISTRICT	Christopher Suprun Dash Stanley		A	A	X	33
MARY HURLEY HOSPITAL	Jessica Partin Jacklyn Davis		A	A	A	0
MCALESTER ARMY AMMUNITION PLANT	James Fryer		X	A	A	33
MCCURTAIN COUNTY EMS	Cindy Conley James Smith		X	X	X	100
MEDICAL AIR RESCUE COMPANY (MARC)	Larry Burrows				X	100
PAFFORD EMS OF OKLAHOMA (MCALESTER)	Mechele Cruz Brandon Manire		X	A	X	67
PARIS REGIONAL MEDICAL CENTER	Jynnel Elder Samantha McDowra		X	X	X	100
SEMINOLE FIRE - RESCUE	Merrick Ashby Lucus Fielding		A	X	X	67
WEWOKA FIRE DEPARTMENT	Kevin Green John E Coffman		A	X	X	67

Benny Brooks - Vice Chair



2

Date

2/9/23