

North-Central Regional Time Sensitive Emergency Committee Organizational Meeting

Meeting Minutes

May 24, 2:00 pm to 4:00 pm

St. Joseph RMC Conference Room 1

Lewiston, ID

Present in Bold:

Angie Jackson, Bill Spencer, Blake Richards, Bob Montgomery, Bradley Hukriede, Brian Meadows, Chad Miller, **Dave Reynolds**, **Dean Neufeld**, Demetra Stewart, **Dominic Pomponio**, **Dr. Kelly McGrath**, **Dr. Mike Rooney**, **Eric Kopczynski**, **Gaylon Waits**, Jennifer Rouse, **Jesse Shepherd**, Jill Balmer, Joe Cladouhos, Josh Kimbrow, Kathy Seubert, **Laure' Larsen**, Lenne Bonner, **Les Eaves**, **Leslie Augir**, Linda Beckman, **Nicole Wheaton**, **Matthew Dudley**, Matt Forge, Patrick Branco, **Richard Frank**, Shari Kuther, Stephen Kessinger, **Heather Cleveland**, Katy Dudley, **Shelli Triplett**, Joan Agee, Katelyn Litchfield, **Guest: Cheryl Hansen**

SCHEDULE	TOPIC	REPRESENTATIVE	PURPOSE
	Welcome & Introductions		
2:00-2:10	Review & Approve 3/22 Meeting Minutes	Angie Jackson/All	Information/Approve
	Meeting minutes approved		
2:10-2:30	Review, Finalize, & Sign By-Laws <ul style="list-style-type: none"> • Note suggestions from last meeting 	All	Information/Discussion/Approve
	Committee vote approved by-laws without any opposition. Angie will provide copy to state.		
2:30-2:50	Review of PIPS Tool Review of Idaho Trauma Registry Report Cheryl reviewed the ITR report and PIPs tool. Cheryl encouraged those that may be interested to begin utilizing PIPS tool to contact her for more information.	Cheryl Hansen ITR Director	Information/Discussion
2:50-3:10	QI Sub-committee Report <ul style="list-style-type: none"> • February QI Report 	Dean Neufeld/Matt Dudley	Information/Discussion/Approve

This agenda is subject to change in accordance with the provisions of the Idaho Open Meeting Law. Items may be addressed in a different order than appears on this agenda. Individual items may be moved from one place on the agenda to another. Time frames designated on this agenda are approximate only. The TSE Council will continue its business in the event that an agenda item is resolved in less than the allotted time.

North-Central Regional Time Sensitive Emergency Committee Organizational Meeting

	<ul style="list-style-type: none"> • April QI Report • Submit Cases • Trauma/STEMI <p>February & April QI reports approved by committee vote. Working on QI review potentially for July if facilities have cases please send to Dean.</p>		
3:10-3:20	<p>State TSE Updates Easy I/O kit donated by Childrens EMS was given to Eric for training at his facility. We will rotate as requested between facilities.</p>	Angie/Bill/Christian	Information/Discussion
3:20-3:40	<p>Review of Officers / Committee / Sub-Committee Chairs Matt Dudley stepped down from QI sub-committee chair and nominated Dean Neufeld. Lenne Bonner stepped down from her role as secretary and Angie Jackson nominated Heather Cleveland. Dean Neufeld stepped down from education subcommittee chair and nominated Blake Richards. Dean Neufeld, Heather Cleveland, and Blake Richards were approved in the listed roles by committee vote.</p>	Angie/All	Information/Discussion/Approve
3:40-3:50	Hospital/Agency Report	All	Information/Discussion
3:50-4:00	<p>New Business Discussion Dr. McGrath offered discussion regarding utilizing a standard trauma record or hand-off tool that would be utilized when transferring a trauma patient between facilities as the group agreed this process could be strengthened. SJRMC shared</p>	All	Information/Discussion

This agenda is subject to change in accordance with the provisions of the Idaho Open Meeting Law. Items may be addressed in a different order than appears on this agenda. Individual items may be moved from one place on the agenda to another. Time frames designated on this agenda are approximate only. The TSE Council will continue its business in the event that an agenda item is resolved in less than the allotted time.

North-Central Regional Time Sensitive Emergency Committee Organizational Meeting

a copy of their previous paper flowsheet which they have since converted to electronic. The group agreed to keep this on the table for discussion and pay closer attention to accurate reporting and hand-off in the meantime. Dr. McGrath and Angie also offered discussion on bringing an ATLS/ACTN course to our area. It has been requested that facilities gauge their providers interest in attending the course so we have a rough idea of numbers.

4:00

Close

Angie Jackson

2016 Meeting Dates/Location:

- **July 26 – Gritman**
- Sept 27 – Syringa
- Nov 22 – St. Marys

This agenda is subject to change in accordance with the provisions of the Idaho Open Meeting Law. Items may be addressed in a different order than appears on this agenda. Individual items may be moved from one place on the agenda to another. Time frames designated on this agenda are approximate only. The TSE Council will continue its business in the event that an agenda item is resolved in less than the allotted time.