



# Southern Minnesota Regional Trauma Advisory Committee

## General Meeting Minutes

**June 13, 2023 | 1:00 p.m. – 3:00 p.m.**

### AGENDA

Time	Agenda Item	Presenter(s)	Action
2 minutes	<b>Welcome, Call to Order</b>	Dr. Daniel Stephens, MD	
3 minutes	<b>Roll Call</b> ( <i>Establish if Quorum is Met</i> )	Dr. Daniel Stephens, MD	
3 minutes	<b>Current Agenda and <a href="#">Minutes of March 14, 2023</a></b>	Dr. Daniel Stephens, MD	Approval Motioned Peggy, 2nd- Angi
5 minutes	<b>Chairperson’s Report:</b> <ul style="list-style-type: none"> <li>• <a href="#">Fiscal Report</a></li> </ul>	Dr. Daniel Stephens, MD/ Maria Flor/ Torrey Carlblom	Approval Peggy, 2nd- Jacki
10 Minutes	<p style="text-align: center;"><b>SMRTAC Funding Request</b></p> <ul style="list-style-type: none"> <li>• RTTDC courses, Cresco IA and Cannon Falls (\$50 per student)</li> </ul> <p><b>Funding updates from prior meeting approval.</b></p> <ul style="list-style-type: none"> <li>• Trauma Program Managers 101 funding for TPMs request for member mileage and hotel reimbursement to attend (\$200 per person who applies up to 5 members- all 5 were awarded)               <ul style="list-style-type: none"> <li>○ Maria Pellowski, Winona Health</li> <li>○ Stephanie Huber, MCHS Waseca &amp; New Prague</li> <li>○ Tayler Burke, Gunderson Medical</li> <li>○ Kim Johns, Allina Health</li> <li>○ Peggy Sue Garber, MCHS Farimont</li> </ul> </li> <li>• STB Scholarships awards update- no requests during this quarter</li> </ul>	Dr. Daniel Stephens, MD/	Approval Motioned Peggy, 2nd- Angi
10 Minutes	<p><b>SMRTAC Voting Member Nominations:</b></p> <ul style="list-style-type: none"> <li>• Chair role – accepting nominations               <ul style="list-style-type: none"> <li>• The Chair is one of two officers of SMRTAC</li> <li>• The Chair takes on leadership of SMRTAC to provide oversight, guidance, and lead SMRTAC General meetings.</li> </ul> </li> <li>• Attend quarterly STAC meetings and provide feedback to the STAC from SMRTAC.</li> <li>• The Officers and the Regional Trauma Coordinator(s) shall constitute the Executive Committee of the SMRTAC</li> <li>• The Executive Committee shall be responsible to set the agenda of each meeting of the SMRTAC, and shall carry out such other duties as are assigned by the SMRTAC.</li> </ul>	Dr. Daniel Stephens, MD	Approval Dr. DaRocha will consider for spring time.  Other positions Motioned Angi, 2nd- Peggy

	<ul style="list-style-type: none"> <li>The Executive Committee shall meet, in person or virtual, as often as necessary to perform its duties.</li> <li>Vice Chair role – accepting nominations <ul style="list-style-type: none"> <li>The Vice Chair is one of two officers of SMRTAC</li> <li>The Vice Chair takes on leadership of SMRTAC when the Chair is absent</li> <li>The Officers and the Regional Trauma Coordinator(s) shall constitute the Executive Committee of the SMRTAC</li> <li>The Executive Committee shall be responsible to set the agenda of each meeting of the SMRTAC, and shall carry out such other duties as are assigned by the SMRTAC.</li> <li>The Executive Committee shall meet, in person or virtual, as often as necessary to perform its duties.</li> </ul> </li> <li><b>Position renewals or nominations</b> <ul style="list-style-type: none"> <li>Pediatric Specialist SMRTAC Voting member up for nomination Tom Halada, Mayo Clinic</li> <li>Hospital Administrator member up for nomination Dave Walz Madelia Health</li> <li>Co-Chair needed for PIPs Committee- Chris Edmiston stepped down any nominations</li> </ul> </li> </ul>		
5 Minutes	<b>SMRTAC General Meeting September 19, 2023 hybrid meeting (in-person &amp; zoom) discussion</b>	Dr. Daniel Stephens, MD	Approval
10 Minutes	<b>Rib Fracture PMG discussion</b> - discuss benefits of a catheter-based intervention and/or surgical stabilization of rib fractures	Gail Norris, RN/ Angi Grimm, RN	Discussion
5 minutes	<b>STAC Update</b> <ul style="list-style-type: none"> <li>Dr. Klinkner/Chris Ballard/Angi Grimm</li> </ul>	Anyone who attended	Informational
10 minutes	<b>Subcommittee Chair Reports</b> <ul style="list-style-type: none"> <li><b>TPM- Gail Norris</b></li> <li><b>PI – Dr. Kasal</b></li> <li><b>EMS – Tim Malchow</b></li> <li><b>Pediatrics – Jill Hunchis</b></li> <li><b>Education/Outreach- Mariah Raabe Co-Chair -Peggy Sue Garber Co-Chair</b></li> </ul>	All Chairs	Informational
5 minutes	<b>Roundtable</b> <ul style="list-style-type: none"> <li><b>August 23-26 TACS Symposium</b> Live &amp; Livestream Mayo Clinic Leighton Auditorium register at link <a href="https://ce.mayo.edu/critical-care-medicine/content/trauma-and-acute-care-surgery-symposium-2023">https://ce.mayo.edu/critical-care-medicine/content/trauma-and-acute-care-surgery-symposium-2023</a></li> </ul>	All	Informational
	<b>Adjourn</b>		

\*Items with attachments are hyperlinked blue

**Notation Items**

[Member List](#) [Robert's Rule](#)

**Future Topics****Dates to Note****2023 SMRTAC Meeting Dates:**

- ~~3/14/2023~~
- 6/13/2023
- 9/19/2023
- 12/12/2023

<b>Voting Members</b>		
<b>Kathy Berns, RN</b> <i>Aero-Medical Representative</i>	<b>Tim Peterson</b> <i>Dispatch Agency Representative</i>	<b>Dr. Bethany Corliss daRocha, MD</b> <i>Medical Director of Level III/IV Representative</i>
<b>David Radtke</b> <i>EMS Agency Representative</i>	<b>Peggy Sue Garber, RN</b> <i>Injury Prevention Specialist</i>	<b>Don Hauge</b> <i>Regional EMS Representative</i>
<b>Mike Juntunen</b> <i>Regional Data Registry Specialist</i>	<b>Dr. Daniel Stephens, MD</b> <i>Level I Representative</i>	<b>Tom Halada MSN, RN</b> <i>Pediatric Specialist</i>
<b>Jacki Niss</b> <i>Disaster Planning Specialist Secretary, SMRTAC</i>	<b>Angie Grimm, R.N.</b> <i>Level IV RN Representative</i>	<b>Dr. Matthew Tentis, DMSc, PA-C</b> <i>Level IV Provider</i>
<b>David Walz</b> <i>Hospital Administrator</i>	<i>Open Chair SMRTAC Open Vice-Chair SMRTAC</i>	
<b>Administrative Staff</b>		
<b>Kristen Sailer</b> <i>SMRTAC Co-Coordinator</i>	<b>Brenda Knutson</b> <i>Administrative Assistant</i>	
<b>Alex Leonard</b> <i>SMRTAC Co-Coordinator</i>		
<b>Sub-Committee Chairs</b>		
<b>Holly Munkel</b> <i>Regional Data Registry</i>	<b>Chris Kasal, MD</b> <i>PI Co-Chair</i>	<b>Tim Malchow</b> <i>EMS</i>
<b>Jill Hunchis, RN, CNP</b> <i>Pediatrics</i>		<b>Mariah Raabe, Co-chair</b> <i>Education/Outreach</i>
<b>Gail Norris, RN</b> <i>Trauma Program Manager</i>		<b>Peggy Sue Garber, Co-chair</b> <i>Education/Outreach</i>
<b>Liaisons</b>		

<b>Chris Ballard</b> <i>MN Statewide Trauma System</i>	<b>Maria Flor</b> <i>SMRTF Foundation Executive Dir.</i>	<b>Torrey Carlblom</b> <i>SMRTF Foundation Treasurer</i>
<b>Dr. Denise Klinkner, M.D.</b> <i>STAC Liaison</i>		

<b>Roll Call (need 7 for quorum) Voting Items Tracker</b>	<b>Roll Call</b>
Kathleen (Kathy) Berns RN	
Tim Peterson	
Bethany Corliss daRocha MD	<b>X</b>
Tom Halada RN	<b>X</b>
Peggy Sue Garber RN	<b>X</b>
Angi Grimm, R.N.	<b>X</b>
Dr. Matt Tentis	
Don Hauge	<b>X</b>
Michael Juntunen	
Jacki Niss	<b>X</b>
David Radtke	<b>X</b>
Vacant	
Daniel Stephens, M.D.	<b>X</b>

<b>Attendance of Subcommittee Members</b>			
Holly Munkel	<b>X</b>	Peggy Sue Garber, RN	<b>X</b>
Dr. Christopher Kasal, MD		Jill M Hunchis RN, CNP	
Tim Malchow		Gail L. Norris RN	<b>X</b>
Mariah Raabe, RN			

<b>Other Attendees(taken from participant listing)</b>			
Name	Attend	Name	Attend
Melissa Beaver	<b>X</b>		
Dr. Klinkner	<b>X</b>		
Gwen Meier	<b>X</b>		
Kim Johns	<b>X</b>		
Brad Deleu	<b>X</b>		
Nicole Vanerp	<b>X</b>		