



Southern Minnesota Regional Trauma Advisory Committee

Minutes General Meeting September 20, 2022 | 1:00 p.m. – 3:00 p.m.

AGENDA

Time	Agenda Item	Presenter(s)	Action
2 minutes	Welcome, Call to Order	Dr. Daniel Stephens, MD	
3 minutes	Roll Call (<i>Establish if Quorum is Met</i>)	Dr. Daniel Stephens, MD	Quorum met
3 minutes	Current Agenda and Minutes of June 14, 2022	Dr. Daniel Stephens, MD	Peggy Sue Garber motioned, Terri Elsbernd seconded, approved
3 Minutes	Consent Agenda: <ul style="list-style-type: none"> • Education & Outreach Subcommittee Minutes • PI Subcommittee Minutes • TPM Subcommittee Minutes 		Information
5 minutes	Chairperson’s Report: <ul style="list-style-type: none"> • Fiscal Report 	Dr. Daniel Stephens, MD/ Maria Flor/ Torrey Carlblom	Peggy Sue Garber motioned, Terri Elsbernd seconded, approved
10 Minutes	<p style="text-align: center;">SMRTAC Funding</p> <ul style="list-style-type: none"> • TOPIC Course Approval for 2 people (\$700) • RTTDC Training May 9 Winona (\$1,100) <ul style="list-style-type: none"> ○ 22 people x \$50 • RTTDC Training Dec 7 Cannon Falls (estimate same number of people \$1,100) • Minnesota Cares : A Wellness Workshop for our Healthcare Community will be held October 7th and 8th at the Minneapolis Convention Center request for member mileage reimbursement to attend (\$100 per person who applies up to 10 members) • 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 – approval to either fall or spring courses) • STB Scholarships awards update (\$750 to date) Vote to reaffirm 15 scholarships for new grant year (\$2,250 remains): <ul style="list-style-type: none"> ○ St. Charles EMS \$150 ○ Spring Grove EMS \$150 ○ Harmony EMS \$150 ○ Fillmore Co PH \$150 ○ Adams Area EMS \$150 • Meals for training 4 meetings a year \$800 • Instructor fee gift cards 4 a year at \$25 each totals \$100 • Purchasing additional ZOOM Meeting storage 	Dr. Daniel Stephens, MD/	<p style="text-align: center;">TOPIC Course, RTTDC trainings, MN Cares Workshop, TPM 101 Course, STB Scholarships approval request. Terri Elsbernd motioned, Peggy Sue Garber seconded, approved.</p> <p style="text-align: center;">Terri asked for clarification for the RTTDC funding what the \$50 was for? Gwen provided clarification that it is towards program expenses.</p> <p style="text-align: center;">STB limb kit request for use in the SW and tourniquets from North American Rescue, it would be</p>

	<p>for recordings of education sessions and meetings (\$30 GB - \$10/mo 200 GB - \$40/mo 1 TB - \$100/mo 5 TB - \$500/mo) Grand Total for this year \$7,000 total of 2023 State Flex Grant</p>		<p>nice to have a limb kit available in the West region. 1 appendage, quick clots, 10 tourniquets (\$750)</p> <p>STB Scholarships Funding Spread word by mouth</p> <p>Meals for training and speaker gift card plus mileage reimbursement for speakers conducting training. Federal mileage rate to be used.</p> <p>SMRTAC Zoom and recordings for education sessions. Zoom storage increase for \$10 a month. Use YouTube channel and google drive. Education & Outreach recommends posting recordings online with a link which will reach more people.</p>
<p>5 Minutes</p>	<p>SMRTAC Voting Member Nominations:</p> <ul style="list-style-type: none"> • Reaffirm Education and Outreach Co-Chair – nomination Mariah Raabe, <ul style="list-style-type: none"> • Education & Outreach Subcommittee nomination for additional Co-chair • facilitate a quarterly subcommittee meeting (work with the SMRTAC Coordinator to recruit members and schedule meetings) • identify needed training for the year (work with the SMRTAC Coordinator to schedule and recruit instructors) • report at the SMRTAC quarterly general meetings of the subcommittee work and any trainings • work with the SMRTAC Coordinator to push out information thru email and website on trauma program information and education • Vice Chair role – accepting nominations <ul style="list-style-type: none"> • The Vice Chair is one of two officers of SMRTAC • The Vice Chair takes on leadership of SMRTAC when the Chair is absent • The Officers and the Regional Trauma Coordinator(s) shall constitute the Executive Committee of the SMRTAC 	<p>Dr. Daniel Stephens, MD</p>	<p>Peggy Sue Garber motion, Jacki Niss seconded, approved for Education and Outreach Co-Chair</p> <p>Outreach topics to push out as suggested.</p> <p>Continue to look for potential Education & Outreach Co-chair to provide help to Mariah.</p> <p>Vice Chair role is still available. Dr. Stephens will try to pull in partners for this position. Needs to be existing voting members. The vice</p>

	<ul style="list-style-type: none"> 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. The Executive Committee shall meet, in person or virtual, as often as necessary to perform its duties. Position renewals or appointments for December 13 Annual Meeting <ul style="list-style-type: none"> Level IV Provider SMRTAC Voting member up for nominations at December annual meeting (Dr. Fogelson is stepping down) Aero Medical SMRTAC Voting member up for nominations at December annual meeting Pediatric Specialist SMRTAC Voting member up for nominations at December annual meeting 		<p>chair does not need to succeed to the Chair position.</p> <p>Awareness of positions up for nominations in December. Level IV provider Matt Tenis will be replacing Dr. Fogelson.</p> <p>Aero Medical representative Kathy Berns no term limits per state.</p> <p>Pediatric Specialist Terri nominates her replacement</p> <p>Peggy Sue Garber motion, Terri Elsbernd seconded, approved.</p>
5 Minutes	PMG Approval on Multi-modal Pain Management Therapy – address comments	Dr. Daniel Stephens, MD	Dr. Stephens addressed comments and made recommended changes. Peggy Sue Garber motion, Terri Elsbernd seconded, approved
2 Minutes	<ul style="list-style-type: none"> SMRTAC General Meeting December 13, 2022 hybrid meeting (in-person & zoom) discussion Approval for 2023 meeting dates: <ul style="list-style-type: none"> March 14 June 13 September 19 December 12 	Dr. Daniel Stephens, MD	Continue to offer hybrid option Peggy Sue Garber motioned, Terri Elsbernd seconded, approved
5 Minutes	<p>Discussion on SMRTAC presentation and recording options because of Mayo Clinic system conflicts.</p> <ul style="list-style-type: none"> Recommend purchase of a SMRTAC Laptop (\$800-\$1,000 for 1TB Hard Drive 16 GB memory computer) Zoom (currently SMRTAC currently has ProPlan 5 GB of storage and has reached capacity) Additional plans are here https://zoom.us/pricing (30 GB - \$10/mo 200 GB - \$40/mo 1 TB - \$100/mo 5 TB - \$500/mo) but conflicts with Mayo System Teams but conflicts with Mayo System Google is free but limited storage and recording capability Kaltura - https://corp.kaltura.com/video-content-management-system/personal-video-capture/?nowprocket=1 Website (current 13 GB storage for wordpress) 	Dr. Daniel Stephens	Discussion: Currently with the Coordinator positions have Mayo Clinic laptops. SMRTAC Zoom and systems Conflicts with the Mayo System. Continue to have issues with system conflicts. Met with Owatonna facility staff and Mayo IT and stated will continue to have issues. Bring

			<p>further ideas brought forward for other ideas. Possibility to have meetings outside Mayo facilities. Cost to have meetings outside mayo. Personal hotspot could be used? Bring forward options to the December meeting. Chris Ballard asked what the process for case reviews. PIPs is virtual through Mayo Zoom HIPPA compliant links and all patient information is de-identified. Other RTACs are only doing case reviews in person.</p>
5 minutes	<p>STAC Update</p> <ul style="list-style-type: none"> • Dr. Klinkner or Chris Ballard 	Chris Ballard	<p>Tim Held conducted a Trauma System budget review. Bill last year was only seen in the senate and never passed. This year is a new budget year request will be a similar package with more dollars for a proper budget. Tim also presented a new state designation coordinator. STAC member terms are coming up in December. Commissioner wants diverse representation to the system. Anyone interested in applying please submit application in November. Reviewed the Level III/IV criteria items going back into effect. January 1, 2023 CALS and ATLS training is required within the last 4 years. Level IV criteria for hospitals for trauma</p>

			<p>admitting. The STAC will be reviewing the clause and proposal will be to extend by STAC. EMS Triage trauma guidelines 2021 recommendations presented. The STAC requested the joint policy committee to review the MN standard. Level III/IV housekeeping updates proposed clarifications to the STAC. Taken note to updating wording. Will be posted for comment. Small workgroup to be put together to review the Level IV admissions criteria and the types of criteria to safely admit based on new crisis the systems are in right now. Interest in sitting on the workgroup let Chris know.</p>
<p>10 minutes</p>	<p style="text-align: center;">Subcommittee Chair Reports</p> <ul style="list-style-type: none"> • TPM- Gail Norris • PI – Chris Edmiston & Dr. Kasal • EMS – Tim Malchow • Pediatrics – Jill Hunchis • Education/Outreach- Mariah Raabe Co-Chair 	<p style="text-align: center;">All Chairs</p>	<p>Mariah Raabe from Education & Outreach indicated education sessions will now be recorded and posted to website. Chris Edmiston from PIPs Subcommittee are working on gathering the Level IV Neuro Surgery admits data from Aug to Dec and can share. Compile information in January and take back to PI subcommittee. Chris would like a sharepoint site if possible. Dr. Kasal thought to look at data and bring back to STAC with any trends. Need one</p>

			<p>more member from Level IV RN, Melissa Beaver volunteered. Also looking for cases to review or help with insight.</p> <p>Gail Norris TPM Subcommittee stated we had 17 people attend, and Angi Grimm offered to gather spreadsheet so one document to present to STAC. Also looking at how many patients had to be transferred out. Request for SMRTAC funding for the TPM 101 course for mileage and hotel if lives 50 miles or more away.</p>
5 minutes	<p>Roundtable</p> <ul style="list-style-type: none"> • Minnesota Cares: A Wellness Workshop for our Healthcare Community will be held October 7th and 8th at the Minneapolis Convention Center. Free event, registration open now. • The Statewide Toward Zero Deaths conference is scheduled for October 12–13 in St. Cloud. Register by September 30. 	All	Informational
	Adjourn		

*Items with attachments are hyperlinked blue

Notation Items

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

Future Topics

Dates to Note

2022 SMRTAC Meeting Dates:

- ~~3/8/2022~~
- ~~6/14/2022~~
- 9/20/2022
- 12/13/2022

2022 STAC Dates (Link to STAC website):

- ~~3/1/2022~~
- ~~6/7/2022~~
- 9/13/2022
- 12/6/2022

Voting Members		
Kathy Berns, RN <i>Aero-Medical Representative</i>	Jill Bondhus <i>Dispatch Agency Representative</i>	Dr. Bethany Corliss daRocha, MD <i>Medical Director of Level III/IV Representative</i>
David Radtke <i>EMS Agency Representative</i>	Peggy Sue Garber, RN <i>Injury Prevention Specialist</i>	Don Hauge <i>Regional EMS Representative</i>
Mike Juntunen <i>Regional Data Registry Specialist</i>	Dr. Daniel Stephens, MD <i>Level I Representative Chair, SMRTAC</i>	Terri Elsbernd, MS RN <i>Pediatric Specialist</i>
Jacki Niss <i>Disaster Planning Specialist Secretary, SMRTAC</i>	Angie Grimm, R.N. <i>Level IV RN Representative</i>	Dr. Elizabeth Fogelson, MD <i>Level IV Provider</i>
Jake Redden <i>Hospital Administrator</i>	<i>Open Vice-Chair SMRTAC</i>	
Administrative Staff		
Kristen Sailer <i>SMRTAC Co-Coordinator</i>	Brenda Knutson <i>Administrative Assistant</i>	
Alex Leonard <i>SMRTAC Co-Coordinator</i>		
Sub-Committee Chairs		
Holly Munkel <i>Regional Data Registry</i>	Chris Edmiston <i>PI Co-Chair</i>	Tim Malchow <i>EMS</i>
Jill Hunchis, RN, CNP <i>Pediatrics</i>	Chris Kasal, MD <i>PI Co-Chair</i>	Mariah Raabe, Co-chair <i>Education/Outreach</i>
Gail Norris, RN <i>Trauma Program Manager</i>		
Liaisons		
Chris Ballard <i>MN Statewide Trauma System</i>	Maria Flor <i>SMRTF Foundation Executive Dir.</i>	Torrey Carlblom <i>SMRTF Foundation Treasurer</i>
Dr. Denise Klinkner, M.D. <i>STAC Liaison</i>		

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Attendance of Voting Members and voting record

Roll Call (need 6 for quorum) Voting Items Tracker	Roll Call
Kathleen (Kathy) Berns RN	X
Jill Bondhus	
Bethany Corliss daRocha MD	
Terri Elsbernd, MS RN	X
Peggy Sue Garber RN	X
Angi Grimm, R.N.	
Elizabeth Fogelson, .M.D.	
Don Hauge	
Michael Juntunen	X
Jacki Niss	X
David Radtke	
Jake Redden	
Daniel Stephens, M.D.	X

Attendance of Voting Members and voting record

Attendance of Subcommittee Members

Holly Munkel	X	Gail L. Norris RN	X
Chris Edmiston	X	Christopher Kasal, MD	
Tim Malchow		Jill M Hunchis RN, CNP	
Mariah Raabe RN	X		

X= attending; NA = not attending

Other Attendees(taken from participant listing)

Name	Attend	Name	Attend
Gwen Meyer	X	Lake City Ambulance Sara Robarchek	X
Todd Emanuel	X	Sharon Wiita	X
Stephanie Huber	X	Rhianna Osborne	X
Nicole VanErp	X	Kari Wallace	X
Melissa Beaver	X	Annette Larson	X
Chris Ballard	X	Mark Griffith	X
Eric Weller	X	Torrey Carlblom	X