



# Southern Minnesota Regional Trauma Advisory Committee

## Minutes General Meeting December 13, 2022 | 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	Quorum met
3 minutes	<b>Current Agenda and <a href="#">Minutes of September 20, 2022</a></b>	Dr. Daniel Stephens, MD	Angela Grimm motion, Jacki Niss seconded, approved
3 Minutes	<b>Consent Agenda:</b> <ul style="list-style-type: none"> <li>• <a href="#">Education &amp; Outreach Subcommittee Minutes</a></li> <li>• <a href="#">TPM Subcommittee Minutes</a></li> </ul>		Information
5 minutes	<b>Chairperson's Report:</b> <ul style="list-style-type: none"> <li>• <a href="#">Fiscal Report</a> \$56,463.47 is our balance \$1,734.29 is what was spent We received a \$7000 grant from the State Outstanding is Mariah Raabe \$300 for TOPIC</li> </ul>	Dr. Daniel Stephens, MD/ Maria Flor/ Torrey Carlblom	Jacki Niss motion, Peggy Sue Garber seconded, approved
10 Minutes	<p style="text-align: center;"><b>SMRTAC Funding Request</b></p> <p><b>Education &amp; Outreach Subcommittee request for funding:</b> 1 additional stop the bleed limb kit and simulation limb (sim lim) to be shared and stored at a facility in SW MCHS region such as St. James. (up to \$1,200)  <a href="#">STOP THE BLEED® Training Kit – Stop the Bleed Coalition Store</a>  <a href="#">SIM LIMB Bleeding Control Simulator - Full Kit   Live Action Safety</a></p> <p>SIM Limb SWMN for St James was approved this way Mariah does not have to drive to Rochester to borrow a kit. The training kit is \$1200.00 it has a couple limbs in the kit, instructional book, quick clot, tourniquet and a carrying case Gwen Meyer said a excellent cost for the kit Simulator great but what do you fill it with they have been thinking colored water but they use a blood stimulant in Rochester a little thicker than water more like blood but it does stain it costs about \$40 a gallon Peggy said would be great for larger classes not sure about smaller classes            Dr Stephens suggested adding to the proposal They agreed upon 4 gallons to be added roughly \$160.00 It would be 197.98 plus 160.00 so roughly about 357.89</p>	Dr. Daniel Stephens, MD/	Peggy Sue Garber motion, Jacki Niss seconded, approved

Quik clot was also discussed mass casualty training this roughly cost about 650.00 they decided they will get from Rochester if need be  
Dr Stephens says it serves the area and in line with our mission  
Peggy Sue made motion  
Jacki Niss seconded  
All approved

**SMRTAC presentation and recording options For Funding because of Mayo Clinic system conflicts.**

- Recommend purchase of a SMRTAC Laptop (\$800-\$1,000 for 1TB Hard Drive 16 GB memory computer

Purchase the laptop but question how to deal with tech issues

Dr Stephens spoke to Dr Klinkner computer was used in the past from Mayo but was turned back in. She supports a purchase.

SMRTAC laptop can then be used for education videos and hosting meetings

Proposal of new computer \$800-\$1000 try to get discounts  
Laptops outdate maintenance cost reliability think ahead for another 5 years. The SMRTAC Coordinator will keep the laptop

We need to look into a service plan per Dr Stephens  
Chris Ballard reasonable to have a computer  
Mayo gives lots of support but does not allow for personal accounts on their system.

Peggy added last time reason but it makes sense to save videos and get through the fire wall

Motion Peggy Garber  
Seconded by Angila Grimm  
All approved

**Funding updates from September meeting approval.**

- RTTDC Training Dec 7 Cannon Falls (estimate same number of people \$1,100) update class was-canceled due to low enrollment
- 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) – update 2 members requested mileage reimbursement (total \$233)
- 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- no applications received this quarter.

Next RTTDC variables to the course transfer to next year  
Jan 26<sup>th</sup> is in St James and if the weather is bad will move to support the mission

Cannon Falls will have a course in May and Cresco Iowa is looking for a course.

Mariah asked how to do we pick who gets a course  
Angila stated it is who has not had one in the last 3 to 4 years

Dr Stephen suggested we support the Jan course and May course within our budget

	<p>Peggy Sue Garber made motion Angila Grimm seconded All approved</p> <p>MN Cares Workshop: Mariah Raabe and Stephanie Huber received reimbursement for mileage Stephanie and Mariah reported out it was a great conference a lot about burn out and how to work through it Resetting and Resilience after burnout Many people feel burnout it was a great course Mariah and Stephanie thanked the board for funding</p> <p>TPM 101 Course: No request Spring Southern half of the state week of April 17<sup>th</sup> they are working on a contract and a location</p> <p>Stop the Bleed Scholarship: We were worried about having funding but not an issue. We discussed how we can advertise. We also discussed how important the training kit is. Matt Tentis asked some questions for clarity. Gwen said they have lots of courses in Rochester area. We discussed the scholarship form and with approval of \$150 Matt Tentis had some ideas on what we can do to get more requests Mariah and Peggy discussed the request that they had from a prior class. We are approving 15 applications. Kristen brought up how we could use the school nurses could be a route we take. Dr. Stephens suggest that each of the members submit a request for grant.</p>		
5 Minutes	<p><b>SMRTAC Voting Member Nominations:</b></p> <ul style="list-style-type: none"> <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 appointments for Annual Meeting</b> <ul style="list-style-type: none"> <li>• Level IV Provider SMRTAC Voting member up for nomination for Matt Tentis, DMSc, PA-C</li> <li>• PA working in SE Mayo the River Corridor Trauma Rural Direct level he wanted to get involved he lives in Rochester Lake City is his primary site he works with the EMS and is a National Guard Member Motion made by Jacki Niss and seconded by Don Hauge</li> <li>• Aero Medical SMRTAC Voting member up for nomination for Kathy Berns renewal and all appreciate her engagement thank you for the update and she really has enjoyed the service she has been with Aero Medical for 30 years motion made by Angila Grimm and seconded by</li> </ul> </li> </ul>	Dr. Daniel Stephens, MD	

	<p>Bethany Corliss da Rocha</p> <ul style="list-style-type: none"> <li>• Pediatric Specialist SMRTAC Voting member up for nomination after Terry Elsbernd replacement is obtained still working on replacement</li> <li>• PSAP Manager member up for nomination Tim Peterson from Blue Earth County PSAP previously held by Jill Bondhus dispatching 32 years 4<sup>th</sup> year PSAP floor supervisor 26 out of 28 years worked overnights He works days now He is also a SCC EMS facilitator Jacki made motion and seconded by Don Hauge</li> <li>• Hospital Administrator member up for nomination previously held by Jake Redden, Madelia currently conducting interviews They are still interviewing for position</li> </ul>		
5 Minutes	<p><b>Car Seat distribution plan recommendation from TPM Subcommittee</b></p> <ol style="list-style-type: none"> <li>1. individual facilities in SMRTAC region can request car seat if they choose</li> <li>2. give to local response agencies for immediate needs</li> <li>3. provide to agencies attending car seat technician training if they request one</li> </ol> <p>Trauma Manager distribution of car seats. Peggy had suggested that we give to local EMS or Law Enforcement they would have them just in time. This was discussed at the Trauma meeting. SMRTAC has 10 car seats. The team supported the suggestion. We have 30 representatives for SMRTAC but we only have 10 car seats. Angila brought up that there is not a 24 hour store in the area of all of our hospitals. The car seats we have are Graco Grow with Me they are valid for 7 to 10 years. We could work with Sheila and the other Car seat educators in the area. Mark Griffith suggested the 24 hour support from the Car Seat rep. Last weekend a new mom needed a car seat to take baby home Sheila had it delivered within 2 hours. It was suggested that we could work Sheila so SMTRAC could donate x amount of money and that team house the car seats.</p>	Gail Norris, RN /Kristen Sailer	
5 Minutes	<p><b>SMRTAC General Meeting March 14, 2022 hybrid meeting (in-person &amp; zoom) discussion</b></p> <p>It is ok to stay at Owatonna they will split the conference room.</p>	Dr. Daniel Stephens, MD	
5 Minutes	<p><b>EMSRB <a href="#">Website</a> Data Tools review</b></p> <p>We viewed the website there is a lot of great information. They have the data representation and data outcomes and have value on the website. Dylan Ferguson great data and open up MN Star data. Michael Juntunen data being used more now thanks of this website. Mark Griffith welcomed change</p>	Dr. Daniel Stephens, MD	Informational
5 minutes	<p><b>STAC Update</b></p> <ul style="list-style-type: none"> <li>• Dr. Klinkner or Chris Ballard</li> </ul> <p>Chris reported the highlights from the last meeting Chair report initiatives in Trauma System committee RTAC and STAC</p> <p>They also discussed the mechanism for Level 3 and 4 don't want to change as a moving target dynamic systems so need to review periodically</p> <p>Staff updates STAC, Trauma, .3 FTE Epi open cannot replace anytime soon</p> <p>.5 student worker helping with EPI</p> <p>They are proposing 2 FTE in the Governor's budget</p> <p>Data update</p>	Chris Ballard	Informational

	<p>EMS data to the Trauma System Data restore the flow of the data restored now and take a while to do legacy move data is following</p> <p>They are working with the border hospitals to gather and store the Trauma information 3 out of 5 hospitals are in the access data set</p> <p>7 members of the STAC expire in Jan but they have applications to the state to make recommendations</p> <p>Level 4 workgroup in Jan will start work 2020 suspended some requirements to criteria Level 4 can not transfer admit local consultation receiving hospital ok to keep patient extended till end of June 23 while working on not being able to transport</p> <p>They are working on the Level 3 and Level 4 trauma training referred to end of 2023 Elearning module rollout staff asked STAC to extend with delays with project BETA modules work good dozen to do hopefully launched 1<sup>st</sup> quarter STAC differed till Jan 2024</p> <p>Proposed criteria updates just tweaks that add clarity clarification of the content just a few changes</p>		
10 minutes	<p style="text-align: center;"><b>Subcommittee Chair Reports</b></p> <ul style="list-style-type: none"> <li>• <b>TPM-</b> Gail Norris Dec 8<sup>th</sup> last meeting 18 were present at the meeting thank you trauma in participation online nursing education planned develop not education complete</li> <li>• Data collection looking at Level 4 admitting who normally transfer out end of this month</li> <li>• They discussed car seats</li> <li>• Ped coverage Terri retired 12/12 still interviewing any concerns see Sharon Witta</li> <li>• Trauma 101</li> <li>• <b>PI – Chris Edmiston &amp; Dr. Kasal</b> Chris Edmiston need to get cases we have no cases now Gail did state the 4 sites did let Chris know no information, St James, Waseca, New Prague and Fairmont</li> <li>• <b>EMS – Tim Malchow- no updates</b></li> <li>• <b>Pediatrics – Jill Hunchis – no updates</b></li> <li>• <b>Education/Outreach- Mariah Raabe Co-Chair</b></li> <li>• Mariah Stop the Bleed Gwen virtual training for coordinator Peggy to be the second to help Maria with Education. It was verified she is able to be a voting member and also the Education</li> <li>• State Trauma E module great new hires easy to track for site visits</li> <li>• March Katie Johnson about Child abuse</li> <li>• June Chris Bosley Ped Trauma hands on different airway peds</li> <li>• Waiting to hear from 2 more</li> <li>• Extra STB the kit</li> <li>• Peggy Sue does great in the community</li> <li>• Angila wanted to thank Mariah for the great education session</li> <li>• We discussed we increase the kit by 30 tourniquets to the kit \$38.65 a tourniquet so 20 would be \$773</li> <li>• Motion to increase to \$2000 Peggy made motion Jacki seconded</li> </ul>	All Chairs	Informational

5 minutes	<b>Roundtable</b> <ul style="list-style-type: none"> <li>• <b>TZD Save the Date May 9 Workshop</b></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**

**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

<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 Chair, SMRTAC</i>	<b>Vacant</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>Vacant</b> <i>Hospital Administrator</i>	<i>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 Edmiston</b> <i>PI Co-Chair</i>	<b>Tim Malchow</b> <i>EMS</i>
<b>Jill Hunchis, RN, CNP</b> <i>Pediatrics</i>	<b>Chris Kasal, MD</b> <i>PI Co-Chair</i>	<b>Mariah Raabe, Co-chair</b> <i>Education/Outreach</i>
<b>Gail Norris, RN</b> <i>Trauma Program Manager</i>		
<b>Liaisons</b>		
<b>Chris Ballard</b> <i>MN Statewide Trauma System</i>	<b>Maria Flor</b> <i>SMRTF</i> <i>Foundation Executive Dir.</i>	<b>Torrey Carlblom</b> <i>SMRTF</i> <i>Foundation Treasurer</i>
<b>Dr. Denise Klinkner, M.D.</b> <i>STAC Liaison</i>		

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

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

X= attending; NA = not attending

<b>Other Attendees(taken from participant listing)</b>			
<b>Name</b>	<b>Attend</b>	<b>Name</b>	<b>Attend</b>
Alex Leonard	<b>X</b>	Kristen Sailer	<b>X</b>
Mark Griffith	<b>X</b>	Maria Pellowski	<b>X</b>
Sara Rybarczyk	<b>X</b>	Stephanie Huber	<b>X</b>
Gwen Meyer	<b>X</b>	Torrey Carlblom	<b>X</b>
Sharon Witta	<b>X</b>	Kim Johns	<b>X</b>
Nicole VanErp	<b>X</b>	Melissa Beaver	<b>X</b>
Kari Wallace	<b>X</b>	Chris Ballard	<b>X</b>