

**Southwest (3) Regional Education Planning Committee
REGULAR MEETING
Thursday, August 5, 2021 – 9:00 a.m.**

**Location of Meeting: Great Plains Technology Center
4500 Southwest Lee Boulevard
Lawton, OK 73055**

MINUTES

- I. Call to Order.....Brad Lancaster, Chair
The meeting was called to order by Chair Brad Lancaster at 9:07 a.m.
- II. Roll Call.....Brad Lancaster, Chair
Roll call was taken with the following members present: Brad Lancaster, Beth Malone, JenaLu Simpson, Robert Stewart, Rachel Talley, and Tyler Walters. Dan McLeod and Scott Tanner were absent.
- III. Introductions and Announcements.....Brad Lancaster, Chair
Grace Pelley introduced Chris Dew as the new Emergency Systems Trauma Systems Coordinator.
- IV. Approval of Minutes – April 1, 2021.....Brad Lancaster, Chair
A motion to approve the April 1, 2021 as written was made by Robert Stewart and seconded by Tyler Walters. There was no discussion and the motion passed 6-0.
- V. Reports
 - A. Interfacility Transfer Working Group.....Brad Lancaster, Chair
The working group has an idea on how to move things forward and is working on an outline to bring back to the committee for review. At the suggestion of Grace Pelley, the working group will work to have the outline completed by December 2021 to present at the December 8th Oklahoma Trauma and Emergency Response Advisory Council (OTERAC) meeting.
 - B. Trauma Plan and Bylaw Review/Revision Working Group.....Beth Malone, Chair
A working group meeting is scheduled for August 12, 2021 beginning at 10:00 a.m. via Microsoft Teams to begin review of the Region 3 Trauma Plan and Bylaws for identification of possible amendments.
 - C. MCI Planning Working Group.....Alana Pack, Chair
Alana Pack will work with Brad Lancaster to schedule a virtual meeting before the end of August 2021.
- VI. Business
 - A. Discussion, consideration, and possible vote to approve recommendations to the RTAB pending review of the Region 3 Trauma Advisory Board Membership, approved Board Member Rotation Schedule, and previous year member attendance.....Brad Lancaster, Chair
The committee reviewed and discussed the current Region 3 Trauma Advisory Board Membership, approved Board Member Rotation Schedule, and previous year member attendance with the following recommendations made:
 - Removal of Apollo Medflight and Careflight from the Region 3 Board Rotation to serve as general members due to location outside of Region 3
 - Removal of Grady EMS District from the Region 3 Board Rotation to serve as general members due to representation of multiple agencies
 - Removal/forfeit of rotation turn of the following agencies due to attendance: Mangum Regional Medical Center, Wadleys EMS Inc – Stratford, Wadleys EMS Inc (Wynnewood), Anadarko Fire Department EMS

Points of discussion to be sent to the Trauma Plan and Bylaw Review/Revision Working Group for review included the need to clarify bylaw definitions and language regarding removal of board members due to lack of attendance to include removal of board member versus removal of authorized representatives as well as revision of the approved Board Rotation Schedule to address new members, closures, and recommended changes noted above. A motion to approve the proposed recommendations was made by Tyler Walters and seconded by Beth Malone. There was no further discussion and the motion passed 6-0.

- B. Discussion, consideration, and possible vote to approve action for recommendation to the RTAB for regional trauma system goals.....Brad Lancaster, Chair

1. Performance measure for each strategic goal and timeline
2. Report frequency and content for each strategic goal
3. Recommendation for next steps

Jennifer Woodrow reviewed the trauma system goals approved by the RTAB in 2019 to include decreasing the number of Priority 1 trauma patients delivered to Level III and Level IV Trauma Centers by 3% and decreasing the average length of stay at Level III and Level IV Trauma Centers for patients having an ISS of ≥ 16 by 3%. Ms. Woodrow noted the goals were approved with the work of planning and implementation delegated to the Regional Education Planning Committee (REPC) to be completed by the end of 2021. Due to the end of 2021 quickly approaching, the committee needs to review progress in meeting the directive and determine steps moving forward for report back to the RTAB. Members discussed extending the deadline and increasing the percentage of reduction once the initial goal is met. In order to monitor progress, OSDH will present data regarding the goals quarterly for committee review. Members noted that current data may show that numbers have increased and Brad Lancaster noted that the transfer education piece can help with identifying gaps and inappropriate utilization of resources. A motion to approve extending the deadline to reach the approved goals until 2022 and adding a goal to decrease the performance measures identified by 6% by 2023 was made by Rachel Talley and seconded by Tyler Walters. There was no further discussion and the motion passed 6-0.

- C. Discussion, consideration, and possible action for the next steps and assignment for the REPC workgroups.....Brad Lancaster, Chair

The committee identified work to be completed and timelines for completion for the REPC working groups to include the following:

1. Interfacility Transfer Working Group

The Interfacility Transfer Working Group will schedule a meeting to develop an outline to present at the next REPC meeting for review in order to allow for discussion prior to presentation at the OTERAC meeting in December.

2. Bylaw Review/Revision Working Group

A Bylaw Review/Revision Working Group meeting is scheduled for August 12, 2021 beginning at 10:00 a.m. via Microsoft Teams to begin review of the Region 3 Trauma Plan and Bylaws for identification of possible amendments.

3. MCI Planning Working Group

A MCI Planning Working Group meeting will be scheduled to meet August 15, 2021 at 10:00 a.m. via WebEx.

- D. Discussion, consideration, possible action and vote to approve proposed regular meeting dates, times, and venues for 2022.....Brad Lancaster, Chair

1. February 3, 2022 – 9:00 am at the Great Plains Technology Center, Lawton
2. April 7, 2022 – 9:00 am at the Great Plains Technology Center, Lawton
3. August 4, 2022 – 9:00 am at the Great Plains Technology Center, Lawton
4. October 6, 2022 – 9:00 am at the Great Plains Technology Center, Lawton

A motion to approve the proposed regular meeting dates, times, and venues for 2022 was made by Rachel Talley and seconded by Tyler Walters. There was no discussion and the motion passed 6-0.



- VII. New Business (For matters not reasonably anticipated 48 hours prior to the meeting)
Robert Stewart requested that a discussion regarding the Region 3 Surgical Extraction Team (SET) be added to the next agenda. Mr. Stewart will email Beth Malone a draft plan for incorporation into the regional trauma plan at the next Bylaw Review/Revision Working Group meeting.
- VIII. Next Meeting
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| A. Regional Trauma Advisory Board
August 5, 2021 – 10:30 a.m. | C. Regional Education Planning Committee
October 7, 2021 – 9:00 a.m. |
| B. Quality Improvement Committee
September 2, 2021 – 11:00 a.m. | |
- IX. Closing, Adjournment, and Dismissal
A motion to adjourn was made by Jenalu Simpson and seconded by Tyler Walters. The meeting adjourned at 10:16 a.m.

Approved,

A handwritten signature in blue ink, appearing to read "Brad Lancaster", written over a horizontal line.

Brad Lancaster, Chair
Southwest (3) Regional Education Planning Committee
December 6, 2021