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East Central (4) Regional Planning Committee

REGULAR MEETING

November 18<sup>th</sup>, 2021 - 10:00 am  
Saint Francis Hospital Muskogee  
300 Rockefeller Drive  
Muskogee, OK 74401

MINUTES

- I. Call to Order.....(Mark Forrest, Committee Chair)  
The meeting was called to order by Mike Cates, Chairperson for Regional Trauma Advisory Board at 10:01 am.
- II. Roll Call.....(Lori Strider, EMS Administrator)  
Roll call was taken with the following members present: Mike Cates, Alan Adams, Dr. James Campbell.
- III. Introductions and Announcements.....(Lori Strider, EMS Administrator)  
Sam Murray with RMRS introduced himself. Katrina Warden Special Project Coordinator and Nena West Assistant Director of Medical Facilities.
- IV. Approval of Minutes 7-15-2021.....(Mark Forrest, Committee Chair)  
A motion to approve the minutes as written was made by Alan Adams and seconded by Mike Cates. There was no discussion and the motion passed unanimously.
- V. Business
  - a. Discussion on the attendance phone calls.....(Mark Forrest, Committee Chair)  
The committee had not made any calls at this time. The calls were going to talk about the letter of attendance. The letter was discussed and new verbiage over Statutory requirement needs to be added, activates the committee is working on, and accomplishments the committee has achieved. A request for the list the State has to be sent to the committee for contacts, as well as a copy of the bylaws, and Region 1's attendance letter. The committee will start on the calls after the holidays.
  - b. Discussion, consideration, possible action, and vote to review results of the destination survey for the Trauma plan.....(Mark Forrest, Committee Chair)  
There was a low feedback on the survey. The survey will be sent out again at the 2-week reminder.  
Discussion, consideration, possible action, and vote to review the results of the survey for the STEMI plan.....(Mark Forrest, Committee Chair)  
There was a low feedback on the survey. The survey will be sent out again at the 2-week reminder.
  - c. Discussion, consideration, possible action, and vote to approve the Dates, Times, and Venues for 2022 Board Meetings.....Mark Forrest, Committee Chair)

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A motion to approve the dates, times, and venue as the same as the RTAB was made by Dr. James Campbell and seconded by Alan Adams. There was no discussion and the motion passed unanimously.

1. February 17<sup>th</sup>, 2022
2. May 19<sup>th</sup>, 2022
3. August 18<sup>th</sup>, 2022
4. November 17<sup>th</sup>, 2022

- VI. New Business (For matters not reasonably anticipated 48 hours prior to the meeting as usual)  
Grace Pelley informed the committee that a Burn plan was being looked at by the Trauma Rotation Committee. The committee asked if the committee could also look at the surrounding States to see what their capabilities are for burn patients.

- VII. Public Comment

- VIII. Next Meeting
- a. Continuous Quality Improvement  
January 4<sup>th</sup>, 2022  
Microsoft Teams
  - b. Northeast (4) Regional Planning  
Committee  
To be voted on
  - c. Northeast (4) Regional Trauma Advisory  
Board  
Saint Francis Hospital Muskogee  
300 Rockefeller Drive  
Muskogee, OK 74401  
November 18<sup>th</sup>, 2021 at 1:00 pm
  - d. OTERAC  
Oklahoma State Department of Health  
123 Robert S. Kerr  
Oklahoma City, OK 74017  
December 8<sup>th</sup>, 2021 at 1:00 pm

- IX. Closing, Adjournment, and Dismissal  
A motion to adjourn the meeting was made by Alan Adams and seconded by Mike Cates. The meeting adjourned at 11:15 am.

# Region 4 RPC Attendance - 2021

<b>Representative</b>	<b>1Q</b>	<b>2Q</b>	<b>SM</b>	<b>3Q</b>	<b>4Q</b>
<b>Alan Adams</b>		X	X		
<b>Mark Forrest</b>		X	X		X
<b>Mike Cates</b>		X	X		X
<b>Dr. James Campbell</b>		X	X		X
<b>Tricia Fleming</b>			X		
<b>Stephanie Collins</b>		X	X		RESIGNED