

Oklahoma City Area (8) Regional Trauma Advisory Board
INTEGRIS Southwest Medical Center
4401 South Western Avenue
Oklahoma City, OK 73109
January 14th, 2020 - 1 :00 pm

MINUTES

The meeting notice was filed with the Oklahoma Secretary of State on October 9th 2019 at 9:24 am. The meeting notice/agenda was physically posted at the Oklahoma State Department of Health Central Office, 1000 Northeast 10th Street, Oklahoma City, OK 73117 and the Oklahoma State Department of Health website for the Region 8 RTAB on Friday, January 10th. Meeting notice was also placed at the INTEGRIS Southwest Medical Center Cancer Center Conference Room, 4401 South Western Avenue, Oklahoma City, OK 73109.

I. Call to Order

The meeting was called to order by Chair David Howerton at 1:02 pm.

II. Welcome and Introductions

There were no introductions.

III. Roll Call

Roll call was taken with the following Board Members present: AllianceHealth Midwest; The Children's Center; Community Hospital; Emergency Physicians of Midwest City, LLC; EMSA-West Division; INTEGRIS Health Edmond, Inc.; INTEGRIS Southwest Medical Center; Medical Control Board; Mercy Hospital Oklahoma City, Inc.; Midwest Regional EMS; Oklahoma Heart Hospital, LLC; Oklahoma Spine Hospital; OU Medicine; Samaritan EMS -Tinker AFB; Samaritan EMS (Bethany/Warr Acres); SSM Health St. Anthony Hospital - Oklahoma City; and SSM Health St. Anthony Hospital - Oklahoma City EMS. Board Members not present were INTEGRIS Baptist Medical Center, Inc. and Oklahoma Critical Care Transport. See attached attendance report for complete details regarding General Members.

IV. Approval of Minutes - October 8th, 2019

A motion to approve the minutes was made by Michelle Faulkner and seconded by Larry Terry. There was no discussion, and the motion passed 17-0.

V. Reports/Updates

A. Emergency Systems quarterly activity report

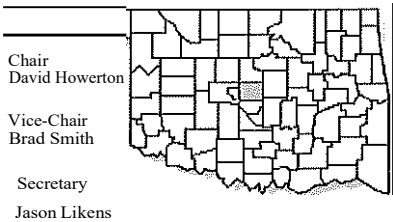
Daniel Whipple provided the Emergency Systems report and began with staffing updates. We are in the process of hiring an EMS Administrator for the Trauma Division, and the EMResource Administrator position has been posted this week. Dr. Julie Myers is no longer with the Department, and Dr. LaTrina Frazier is the interim Medical Facilities Service Director. Veronica Palacio-Reed is our newest Administrative Assistant, and Atul Abraham is a Masters of Health Administration student who is starting with us as an intern.

Trainings for the Oklahoma EMS Information System (OKEMSIS) are scheduled with a session in Lawton on January 30th, Sapulpa on March 19th, and Oklahoma City on May 28th, Please contact Mr. Martin Lansdale if you would like to attend.

Trauma Registry trainings are being scheduled but have not been announced yet. Please contact Dr. Yang Wan for any questions regarding the Trauma Registry or to schedule training.

Trauma Care Assistance Revolving Fund deadlines have been announced with the hospital application deadline being June 1st and ambulance service and physician applications are due June 15th.

OSDH is hosting an EMS Director class on March 31st. The course is designed to introduce new or aspiring EMS service directors or for those who would like to review the latest information we can share with you to make your jobs easier. Oklahoma Trauma Education Program (OTEP) trainings are being scheduled around the state. OTEP classes will be provided in Region 2 on March 24th, Region 5

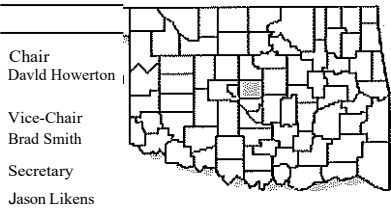


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on June 23rd, Region 3 on September 22nd, and Region 1 on December 8th. Please reach out to our office if you are interested in attending one of these classes.

- B. Oklahoma Trauma and Emergency Response Advisory Council report from previous meeting
Mr. Eddie Sims, OTERAC Chair, stated that the October 2019 meeting was busy. The Council reviewed draft rules pertaining to ambulance services and approved them for public comment. Progress has been made regarding the Good Samaritan Law updates and rules to implement those amendments are forthcoming. New committees and work groups such as the Education and Training Subcommittee, Protocol Subcommittee, and Medical Direction and Coordination Subcommittee have recently had meetings.
- C. Quality Improvement Committee quarterly activity report
Mr. Sims also spoke about the Quality Improvement Committee meeting held this morning. He stated that the committee reviewed ten new cases today and reviewed and closed nine previous cases. He stated that today's case reviews included multiple instances where the on-call hospital did not provide the necessary services for that day. Another issue that occurred multiple times was that of on-call providers not properly assessing a patient before making a decision to transfer. This is concerning as the Committee sent a letter to hospitals regarding the need for on-call providers to provide an assessment before making a decision to transfer the patient. The Committee also reviewed data regarding ambulance services and hospitals for high-acuity patients. Lastly, the Committee discussed the addition of new members from both Region 6 and Region 8.
- D. Trauma Rotation Committee report from previous meeting
Dr. David Smith, Trauma Rotation Committee Chair, spoke about the recent events of the Committee with the last meeting of the Committee being December 3rd. In December, the Committee reviewed data from EMSA regarding trauma patient priorities, destination, and reason for choosing destination; approved draft bylaw language to be sent to the RTAB for approval; approved the on-call rotation schedules which removed INTEGRIS Southwest Medical Center as a destination for neurological and face patients but retained them for hand injuries. Lastly, the Committee approved a letter to be sent to Governor Stitt, OSDH Commissioner Cox, and OTERAC Chair Sims regarding the absence of the Trauma Referral Center (TReC). There was much discussion regarding the letter and TReC in general. Members of the Board agreed that data needs to be collected during the interruption in IReC services to ascertain if TReC truly serves a vital role in the trauma system. Mr. Howerton provided a brief overview of the state contractor bidding process and explained that details about the TReC contract cannot be provided at this time without causing the bid to be nullified and start from the beginning. Dr. Smith emphasized the need for EMResource to be updated routinely with hospital capability so that we can best serve our patients' needs. The Board requested to review the letter sent by the Committee, and Mr. Whipple stated that he would provide a copy. Mr. Sims stated that the letter will be reviewed at the next OTERAC meeting in February.
- E. Regional Planning Committee report from previous meeting
Mr. Brad Smith stated that the last meeting was held in August, and the Committee discussed burn resources in Region 8. Unfortunately, no progress was made on developing a plan to address the past issues involving burn patients. Mr. Smith stated that an RPC meeting will be held next quarter.
- F. Regional Medical Response System quarterly activity report
Ms. Heather Yazdanipour stated that the National Healthcare Coalition conference was recently held, and that the Assistant Secretary for Preparedness and Response work plans will remain on track as expected. A writing group was created for the pediatric surge plan annex and met last week; however, the group still needs volunteers to help draft the plan. Please forward the names of any individuals who would be willing to help to Ms. Yazdanipour soon as the draft is due June 30th. The Regional EMS



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System (REMSS) will meet this Friday at Norman Regional Hospital. Ms. Yazdanipour emphasized the need for hospitals and ambulance services to maintain accurate information on EMR..esource. This is necessary not only for day-to-day operations but in large events as well. Maintaining accurate information on EMResource and responding appropriately to drills speeds communication between entities to ensure our patients are managed properly. She requested that facilities ensure the right individuals are receiving and responding to infonnation requests to meet those needs.

G. EMS for Children quarterly activity report

Ms. Delores Welch informed the Board that the National Data Support Center in Utah distributed a survey to EMS agencies. The survey should take about 5-10 minutes and looks to gain insight into how pediatric patients are managed. Last year's trainings for Pediatric Advanced Life Support (PALS) and Pediatric Emergency Assessment, Recognition, and Stabilization (PEARS) course have been extended through the end of August; Ms. Welch hopes to announce new training dates soon.

H. OU Medical Center Community Outreach quarterly activity report

Ms. Lindsey Henson stated that due to the recent re-verification of OU Medicine by the American College of Surgeons, training class offerings were slowed. However, almost 4,000 individuals have been training in Stop the Bleed to date, and OU Medicine will be providing four Rural Trauma Team Development Courses (RTTDC) this year.

VI. Business

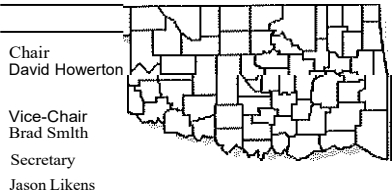
A. Vote to approve draft Region 8 RTAB Bylaws for the Trauma Rotation Committee

Current language: None

Proposed language:

Section 2. Trauma Rotation Committee

- a. The function of this committee is to cultivate and utilize resources for the care of trauma patients as well as establish, maintain, and amend as necessary the collegial agreement between Oklahoma City metropolitan area hospitals designed to provide adequate coverage of trauma and emergency-related specialties. Committee recommendations not pertaining explicitly to these duties or committee membership shall be presented to the Regional Trauma Advisory Board for consideration of approval.
- b. It is suggested that membership be kept to ten (10) members or fewer. Suggested member disciplines include, but not limited to:
 - A. Emergency Department physician
 - B. Trauma/General Surgeon
 - C. Neurosurgeon
 - D. Hand surgeon
 - E. Oral-maxillofacial surgeon
- c. The members of the committee shall elect a Committee Chair.
- d. The Chair shall serve until either he/she resigns or until a super-majority (2/3) of the Committee votes to replace the Chair.
- e. Upon approval by the committee Chair or a majority of the committee members, a committee member may be removed from the committee if he/she misses two (2) consecutive scheduled meetings.
- f. Vacancies and recommendations for committee membership
 - A. Notice of either a vacancy or request for committee membership shall be distributed at least ten (10) days prior to scheduled meeting by written or verbal communication.
 - B. Volunteers or recommendations to fill the vacancy in membership and new requests for membership on this committee shall be accepted and voted upon at the next scheduled meeting of the committee.
- g. A simple majority shall constitute quorum to conduct business.



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- h. Notice and conduct of committee meetings shall be in accordance with the Oklahoma Open Meetings Act.
- i. The Chair of the Board, the Chair of the committee, or a majority of the committee members may call meetings of the committee.

Mr. Howerton stated that the Trauma Rotation Committee has provided draft bylaws for the Board's review and approval. During the review of the proposed bylaws, a question was posed about the absence of hospital administrators on the Committee. Dr. Smith explained that a hospital administrator could join the Committee under the verbiage "not limited to" under the proposed member makeup. He stated that the goal of listing the five provider types was to protect the health of the population by looking solely at the clinical aspect of the rotation. Dr. Nalagan commented that the rotation can only go so far by having clinical roles present and that hospital administrators are needed on the Committee as they control the finances which allow the clinical capabilities to exist. Mr. Howerton commented that the rotation is not currently functioning as it is designed and needs improving. He further stated that when the Committee began, a hospital administrator was a voting member but that position has vanished over time for unknown reasons. Mr. Benard also commented that when issues arise such as specialty coverage, it is the hospital administrators and not the physicians that have the authority to effect change. Mr. Brad Smith recommended that the Chair should serve three-year terms as the Board implemented with the RTAB Chair.

A motion to table the proposed bylaws until the Trauma Rotation Committee can consider the RTAB comments was made by George Benard and seconded by Maxine Council. There was no further discussion, and the motion passed 17-0.

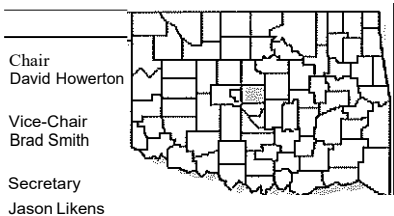
- B. Vote to approve requests to join Quality Improvement Committee by:
 1. Julie Evans (INTEGRIS Health Edmond)
 2. Bryan Jones (EMSA)

Mr. Howerton explained that Ms. Evans and Mr. Jones previously requested to join the Quality Improvement Committee, and today was the vote to accept them. A motion to accept both individuals as members of the committee was made by George Benard and seconded by David Gooshaw. There was no further discussion, and the motion passed 17-0.

- C. Vote to fill Quality Improvement Committee vacancy caused by the resignation of Ginger Castleberry
Mr. Howerton explained that Ginger Castleberry resigned from the Quality Improvement Committee, and that Dr. David Smith was the only individual that expressed interest to fill the vacancy. A motion was made by David Gooshaw to replace Ms. Castleberry's position with Dr. Smith. The motion was seconded by Michelle Faulkner, there was no further discussion, and the motion passed 17-0.
- D. Vote to approve 2021 trauma system goals and creation of work group to plan for and implement goals
A motion to create a work group to create a plan addressing decreasing the number of Priority 1 patients transported to a Level III or IV Trauma Center by 3% and decreasing the length of stay at the initial facility for transferred patients with ISS \geq 16 by 3% was made by Michelle Faulkner and seconded by George Benard. There was no discussion, and the motion passed 17-0.

VII. Presentation

- A. Process Improvement - Oklahoma State Department of Health
Daniel Whipple spoke of process improvement steps based upon Lean Processing and Six Sigma methodologies. He began by reviewing the OSDH Emergency Systems mission statement of getting the right patient to right place getting the right treatment in the right amount of time. The main goals of Lean processing are to eliminate or reduce waste by improving process flow. This accomplished by



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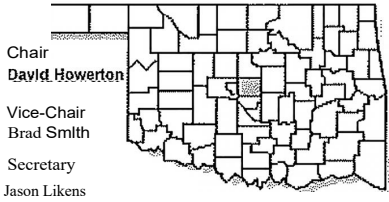
using five principles that include: defining the expectation from the customer's perspective and removing process steps that detract from achieving that expectation; identifying all steps in the process and removing areas that incorporate waste; making the process meet the customer's needs; empowering employees; and creating a culture of continuous improvement. Six Sigma utilizes a mnemonic to assist with process changes: DMAIC. First, an issue must be defined; then the current state is measured; opportunities for improvement are analyzed; the process is improved by implementing those opportunities; and quality control process are used to ensure its success. Mr. Whipple then reviewed 2018 data pertaining to the number of Priority 1 patients that EMS delivered to Level III and IV Trauma Centers and the number of patients with Injury Severity Scores (ISS) of ≥ 16 that were transferred within Region 8. Unfortunately, Region 8 accounts for almost 20% of all transfers of patients with $ISS \geq 16$ within Oklahoma and has the highest average length of stay at the initial facility of any region in the state. Mr. Whipple expressed his desire for the region to use the tools discussed today to decrease the number of P-1 patients transported to Level III and IV Trauma Centers and to decrease the length of stay for transferred $ISS \geq 16$ patients by 3% by the end of 2021. He emphasized that this goal is attainable and will help set the stage to make larger changes in those numbers in the future.

VIII. New Business

(for matters not reasonably anticipated 48 hours prior to the meeting)
There was no new business.

IX. Next Meeting

- A. OTERAC Systems Improvement and Development Workgroup
Oklahoma State Department of Health
1000 Northeast 10th Street
Oklahoma City, OK 73117
January 16th, 2020 - 10:00 am
- B. Oklahoma Trauma and Emergency Response Advisory Council
Oklahoma State Department of Health
1000 Northeast 10th Street
Oklahoma City, OK 73117
February 12th, 2020 - 1:00 pm
- C. OTERAC Education and Training Subcommittee
Oklahoma State Department of Health
1000 Northeast 10th Street
Oklahoma City, OK 73117
February 20th, 2020 - 9:00 am
- D. OTERAC Regulations Workgroup
Oklahoma State Department of Health
1000 Northeast 10th Street
Oklahoma City, OK 73117
March 10th, 2020 - 9:00 am
- E. Combined Region 6 & 8 Quality Improvement Committee
Mercy I-35
2017 West I-35 Frontage Road
Edmond, OK 73013
April 14th, 2020 - 10:30 am
- F. Region 8 Regional Trauma Advisory Board
Mercy I-35
2017 West I-35 Frontage Road



Chair
David Howerton

Vice-Chair
Brad Smith

Secretary
Jason Likens

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Edmond, OK 73013

April 14th, 2020 - 1:00 pm

G. Regional Planning Committee As Called

X. Adjournment

A motion to adjourn was made by David Gooshaw and seconded by Jason Likens. The meeting adjourned at 2:50 pm.

Approved

David Howerton, Chair
Oklahoma City Area (8) Regional Trauma Advisory Board
July 14th, 2020



REGIONAL TRAUMA ADVISORY BOARD

BOARD MEMBER ATTENDANCE

BOARD MEMBER	REPRESENTATIVE	1Q	2Q	3Q	4Q	YTD
ALLIANCEHEALTH MIDWEST	MeghanAyotte	X				100
COMMUNITY HOSPITAL	BradSmith TerraCollie	X				100
EMERGENCY PHYSICIANS OF MIDWEST CITY, LLC	Michael Kalcich Michael Padgham	X				100
EMSA-WEST DIVISION	DavidGooshaw Zack Sinsheimer	X				100
INTEGRIS BAPTIST MEDICAL CENTER, INC. INTEGRIS	Janice Statzer Marla Lincecum	A				0
HEALTH EDMOND, INC.	Angie Heigle Angie Kamermayer	X				100
INTEGRIS SOUTHWEST MEDICAL CENTER	Jacob Lovell Sonia Reeves	X				100
MEDICAL CONTROL BOARD	David Howerton Jeff Reames	X				100
MERCY HOSPITAL OKLAHOMA CITY, INC. MIDWEST	Holli Howard RN Jennifer Bramlett	X				100
REGIONAL EMS OKLAHOMA CRITICAL CARE TRANSPORT	Maxine Council	X				100
OKLAHOMA HEART HOSPITAL, LLC OKLAHOMA SPINE	Brennan Williams Penny Kinter	A				0
HOSPITAL	Sarah Hering Devin Hamilton	X				100
OU MEDICINE	Sharon Copeland Peter Lewis	X				100
SAMARITAN EMS-TINKER AFB	Lindsey Henson Lindsey Lindsay	X				100
SAMARITAN EMS (BETHANY/WARRACRES)	Jason Likens Chris Prutzman	X				100
SSM HEALTH ST. ANTHONY HOSPITAL - OKLAHOMA CITY	George Benard Michelle Faulkner	X				100
SSM HEALTH ST. ANTHONY HOSPITAL - OKLAHOMA CITY EMS		X				100
THE CHILDREN'S CENTER, INC.	Amy Clevenger	X				100
QUORUM MET		<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	



REGIONAL TRAUMA ADVISORY BOARD

GENERAL MEMBER ATTENDANCE

	GENERAL MEMBER	REPRESENTATIVE	1Q	2Q	3Q	4Q	YTD
	CEDAR RIDGE	Heather Jospeh	A				0
	CURA HEALTH OKLAHOMA CITY	Stephanie Tsonetokoy	A				0
	EDMOND-AMG SPECIALTY HOSPITAL	Erick Heflin Shana Branum	A				0
	EMS FOR CHILDREN	Delores Welch Caitlin Holland	X				100
	INSPIRE SPECIALTY HOSPITAL	Keith Kalinich Amy Clark	A				0
	INTEGRIS BAPTIST PHYSICIANS GROUP	David W. Smith, MD Jeffrey Sparkman, MD	X				100
	INTEGRIS COMMUNITY HOSPITAL-COUNCIL CROSSING	Smantha K. Mitchell Chris McAuliffe	X				100
	LAKESIDE WOMEN'S HOSPITAL	Donna Plewes Alexandra Hensley	X				100
	MCBRIDE ORTHOPEDIC HOSPITAL	Jeremy Podany Courtney Breckenridge	X				100
	MERCY ER PHYSICIANS	Juan Nalagan Lance Watson	X				100
	MERCY REHABILITATION HOSPITAL OKLAHOMA CITY	Sharon Smeltzer	A				0
	NORTHWEST SURGICAL HOSPITAL	Dusty Ervin Christina Mueller	X				100
	OAKWOOD SPRINGS, LLC		A				0
	OK CTR FOR ORTHO & MULTI-SPEC. SURG.	Jo Wyer Stacy Sargent	A				0
	OKC-AMG SPECIALTY HOSPITAL		A				0
	OKLAHOMA ER & HOSPITAL		A				0
	OKLAHOMA HEART HOSPITAL SOUTH, LLC	Devin Hamilton	X				100
	ONECORE HEALTH	Valerie Henry Stacy Sargent	X				100
	SELECT SPECIALTY HOSPITAL-OKLAHOMA CITY, INC.	John Yakel Michelle Belote	A				0
	SUMMIT MEDICAL CENTER	Curtis Summers	A				0
	SURGICAL HOSPITAL OF OKLAHOMA	Mindy Burkhart Kacy Pinnick	X				100



REGIONAL TRAUMA ADVISORY BOARD

GENERAL MEMBER ATTENDANCE

TEAM HEALTH PHYSICIANS SOUTHWEST	John Seagraves	A				0
VALIRREHABILITATION HOSPITAL OF OKC, LLC	Ginger Castleberry	A				0
	Susan Huffstutler					