

TRAUMA COMMITTEE MEETING

MINUTES	DATE	TIME	LOCATION
	January 11, 2017	10:00 am	ODPS Shipley Building 1970 W. Broad St., Columbus, OH 43223
ATTENDEES	<p><u>Committee Members:</u> Herb de la Porte; Kathy Haley; Greg Nemunaitis, MD; John Ross; James Sauto, MD; Diane Simon</p> <p><u>ODPS Staff:</u> Tim Erskine; Ryan Frick; Natalie Haslage; Melvin House; Carol Cunningham, MD</p> <p><u>Visitors:</u> Sign in sheet on file</p>		
AGENDA TOPICS			
TOPIC	Call to order, introductions, approval of minutes, and research presentation		
DISCUSSION (Simon)	<p>Ms. Simon called the meeting to order. Introductions were made. A quorum was not present. The minutes from the November meeting were reviewed, no corrections were noted. Michael McNeill, PE, Dept. of Transportation, gave a presentation on motorcycle crashes and fatalities. Carrie Lang and J. Allen McElroy, MD, from Marietta Memorial Hospital gave a presentation on Level 3 trauma center benchmarking.</p>		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Create MC crash fact sheet		Staff, Jacobson	March 8
TOPIC	System Status Update and Liaison Reports		
DISCUSSION (Erskine)	<p>Mr. Erskine reported that the number and status of trauma centers has not changed. 163 hospitals have reported to OTR acute Care for 2016. The percentage of hospitals this represents is unknown as the number of free-standing EDs (FSED) is not known. FSEDs are now required to report to OTR. The Committee decided that education of FSEDs as to their responsibilities of reporting to OTR is needed. An education plan and fact sheet will be developed.</p> <p>Liaison reports were distributed in writing.</p>		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
FSED education plan and fact sheet development		Staff	
TOPIC	Subcommittee / Workgroup reports		
DISCUSSION (Various)	<p>I. EMS Subcommittee (Ross) – No report.</p> <p>II. Performance Improvement Subcommittee (Moss/George) – The subcommittee developed a regional PI plan template. It will be brought to the Committee for approval and then sent to the regional trauma systems. Rules and regulations for the subcommittee have been developed. Members have been asked to think about trauma performance metrics for the next meeting.</p> <p>III. Registry Subcommittee (Burt) – We can start working on identifying facilities with late submissions. A timeline for updating the OTR data dictionary was developed, based on the Trauma Vendor Alliance’s timeline. The results of the trauma registry quiz were reviewed.</p> <p>IV. Rehabilitation Subcommittee (Nemunaitis) – The subcommittee is waiting for data collection in the Rehab database to resume.</p>		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
None			
TOPIC	Research grant priorities		
DISCUSSION (Erskine)	<p>The Request for Information (RFI) for grant topics was sent out and responses are being received. Once the deadline is reached the RFIs will be converted to RFPs and those proposals will be evaluated independently. Mr. Erskine reported that this is an opportunity to get an outside entity to do the resource assessment that is one of the major goals of the strategic plan. This would be possible under Priority 2’s allowance to study trauma systems of care.</p>		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
None			

TOPIC	Standard Operating Procedure		
DISCUSSION (Simon)	The Committee was to approve the SOP at this meeting but absent a quorum a review and discussion was held. A recommendation was made to add a requirement of notification by Committee members by date certain if they cannot attend, allowing for cancellation of the meeting if quorum cannot be achieved.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Review the Standard Operating Procedure		Committee	March 8

TOPIC	Strategic Plan		
DISCUSSION (Simon)	<p>Resource Assessment: As discussed earlier, this is being set up as an RFP. Questions that the assessment is to answer need to be developed before the RFP is issued.</p> <p>System Oversight: A council of regional trauma systems will be drawn together from the 6 regional trauma systems. A meeting will be arranged to bring the leadership of the regional systems together. A date and agenda will need to be developed. Representation from the Trauma Committee would be good but not all members need attend.</p> <p>Competent Workforce: An Education Subcommittee will be needed. Any members interested please let Ms. Simon or Mr. Erskine know.</p> <p>Data-based System Evaluation: The Registry Subcommittee is taking on these responsibilities.</p> <p>Membership in any of these subcommittees is open to any interested party.</p>		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

TOPIC	Adjournment		
	Committee was adjourned at 1:17pm		

ACTION ITEMS		PERSON RESPONSIBLE
Review the Standard Operating Procedure		Committee
Create MC crash fact sheet		Staff, Jacobson
FSED education plan and fact sheet development		Staff

ATTACHMENTS
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NEXT MEETING
Next meetings: (Bimonthly, the second Wednesday of odd-numbered months at 10:00am)
o March 8, 2017
o May 10, 2017
o July 12, 2017
o September 13, 2017
o November 8, 2017

MINUTES APPROVED
Date