TRAUMA COMMITTEE MEETING

MINUTES

DATE
January 11, 2017

TIME
10:00 am

LOCATION
ODPS Shipley Building
1970 W. Broad St., Columbus, OH 43223

ATTENDEES
Committee Members: Herb de la Porte; Kathy Haley; Greg Nemunaitis, MD; John Ross; James Sauto, MD; Diane Simon
ODPS Staff: Tim Erskine; Ryan Frick; Natalie Haslage; Melvin House; Carol Cunningham, MD
Visitors: Sign in sheet on file

AGENDA TOPICS

TOPIC Call to order, introductions, approval of minutes, and research presentation

DISCUSSION
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.

ACTION ITEMS
Create MC crash fact sheet

PERSON RESPONSIBLE
Staff, Jacobson

DEADLINE
March 8

TOPIC System Status Update and Liaison Reports

DISCUSSION
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.

Liaison reports were distributed in writing.

ACTION ITEMS
FSED education plan and fact sheet development

PERSON RESPONSIBLE
Staff

DEADLINE

TOPIC Subcommittee / Workgroup reports

DISCUSSION
I. EMS Subcommittee (Ross) – No report.
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.
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.
IV. Rehabilitation Subcommittee (Nemunaitis) – The subcommittee is waiting for data collection in the Rehab database to resume.

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

TOPIC Research grant priorities

DISCUSSION
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.

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE
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**

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review the Standard Operating Procedure</td>
<td>Committee</td>
<td>March 8</td>
</tr>
</tbody>
</table>

**TOPIC**

**Strategic Plan**

**DISCUSSION**

(Simon)

- **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.
- **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.
- **Competent Workforce**: An Education Subcommittee will be needed. Any members interested please let Ms. Simon or Mr. Erskine know.
- **Data-based System Evaluation**: The Registry Subcommittee is taking on these responsibilities.

Membership in any of these subcommittees is open to any interested party.

**ACTION ITEMS**

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review the Standard Operating Procedure</td>
<td>Committee</td>
</tr>
</tbody>
</table>

Committee was adjourned at 1:17pm

**ATTACHMENTS**

- 

**NEXT MEETING**

Next meetings: (Bimonthly, the second Wednesday of odd-numbered months at 10:00am)

- March 8, 2017
- May 10, 2017
- July 12, 2017
- September 13, 2017
- November 8, 2017

**MINUTES APPROVED**

Date