

**EXECUTIVE COUNCIL**

**MINUTES**

**May 21, 2019**

**1130-1330 hrs.**

**WAC**

1. **New Members:** 
   1. Welcome, Introductions and approval of Minutes
      1. No minutes to approve
      2. No new people to introduce
2. **Upcoming OPTIMAL COURSE**
   1. 5-6 TMD coming
   2. Have met our 30 minimum and have 34 registrants
3. **Coordinator Report**
   1. STAC Meeting
      1. State website is being updated – Caitlin made aware of need for our site to be updated
      2. Each RTAC coordinator can submit changes to web designer which then starts the process which can take 6 months to update
      3. June 19th @ the alliance center
      4. ImageTrend loop to provide feedback to EMS open now – must be entered manually and then recommend sending email to EMS to make aware of feedback.
   2. RTAC Coordinators meeting
      1. Dave Taylor contract not being renewed
      2. Concerns about purchasing shirts, use of funds, jackets, etc.
      3. Fall prevention app – Jot form – got okay from Dave to move to our own using his template
      4. Committee approved purchase of Jot form fall app for 2 years for no more than $1,000 ($741.00)
      5. Regional funding dispersed differently in FY2020
      6. Reports coming from state: 48.5% of trauma is slipping, tripping and falls, % of patients transferred with ISS >15, completion of charts, under triage 7.03% state is at 7.06%,
4. **Financial Report**
   1. **Fiscal Report for 2019 to date**
      1. Agent fees $353.42, Postage $8.53 = $361.95
      2. Current budget balance = $34,663.04 (April)
      3. Approved $5K to SERTAC conference
      4. Several other monies in May
      5. Additional $2,000 provided = means we have about $32K to spend
      6. Shana will spend $2,000 leaving $29K in budget to spend
      7. Karen proposes we pay for anyone in our Region 7 attending OPTIMAL course in July ($13,600+$2,000(food)) – Tom will send out another email to the region
      8. 160 kits for grant - $6,200 (approximately)
      9. Melanie will order replenishing supplies for training kit and one additional training kit that will be housed at New Berlin Fire Department ($2660)
      10. Anyone who has a kit needs to submit numbers or their kits will be reallocated – Tom will send out an email in regards to this
      11. Contract fees and audit fees: $1000 maximum
      12. All additional funds will be decided at June 18th meeting
   2. **Conference Update**
      1. HERC is granting $6,000
      2. State will be providing additional funds
      3. Lisa will share more at the main meeting
      4. Need brochure to go out ASAP
5. **Sub-Committee Updates (see notes above for a-c)** 
   1. **Conference – Lisa Hass-Peters**
   2. **Education – Kristen Braun**
   3. **Injury Prevention – Shana Lebanowski**
      1. **Falls App Starting over**
      2. **Purchasing the flashlight and whistles**
   4. **EMSC – Matt Pinnosault**
      1. No updates
   5. **Performance Improvement – Brenda Kissinger**
      1. No updates
   6. **Medical Oversight – Chris Dodgion** 
      1. Lots of topics to discuss, not sure what direction to take things in right now, looking for guidance
      2. Create position statements,
      3. Start w/ Tom getting a list of Regional EMS Medical Directors
      4. Survey needs assessment from EMS MDs, EMS coordinators/liaisons
   7. **EMS – Rick Boeshaar**
      1. No updates
6. **Website**
   1. Current, no concerns at this time
7. **Purchases**
   1. See financial report
8. **Stop the Bleed Campaign**
   1. See financial report
9. **Funding**
   1. **STB –** see financial report
   2. **Education –** see financial report
   3. **Grant** - see financial report
10. **Walk in Items**
    1. Election positions need to be nominated and discussed at general meeting
       1. Specifically Secretary
11. **CALL IN INFORMATION**

**Next Meeting:**

June 18th 11:30PM-1:30PM

Community Conference Center

8700 W. Watertown Plank Rd.

Wauwatosa, WI 53226