



Mile-High Regional Emergency Medical and Trauma Advisory Council (RETAC)

Meeting Minutes

**Rita Bass
190 W. 6th Ave.**

November 16, 2006

Members Present:

Adams County- Tom Pedigo, Jackie Reynolds
Arapahoe County- Dr. Mark Kozlowski, Sgt. Randy Councill
Broomfield County- Dr. Charles Mains, Dr. Jan Dehler
Denver County- Dr. Christopher Colwell, Dr. Kathryn Beauchamp, Justin DeMello
Douglas County- Dr. Burt Katubig, Jackie Fitch
Elbert County- Glen Ohrns, Dian Bowers

Members Absent:

Adams County- Carol Hurdelbrink
Arapahoe County- Vacancy
Broomfield County- Joe Bruce
Douglas County- Rich Martin
Elbert County- Dr. Joan Bothner

Minutes Prepared by:

Shirley Terry, Mile-High RETAC Coordinator

Quorum Established:

Yes

Call Meeting to Order/Introductions:

Dr. Christopher Colwell called the meeting to order and introductions were made.
Dr. Charles Mains later led the meeting.

Approval of Meeting Minutes:

The meeting minutes of July 20, 2006 were approved via e-mail. Meeting minutes from September 21, 2006 were approved as written.

Presentation-Skip Tinnell

Skip Tinnell from CDM presented an overview of the hospital data that was collected for the Hospital Data Project. More details will be provided at the Destination Committee. 100% of the trauma hospitals in the MHRETAC participated with the exception of North Suburban who does not provide data to CDM.

Coordinators Report- Shirley Terry:

Thank you

Coordinator thanked Dian Bowers and Glen Ohrns for enabling her to attend the meeting today. Dian and Glenn loaded the boxes into her car from her home, went to the store with her, unloaded everything at the MHRETAC meeting and then took it all back home for her. Their assistance was greatly appreciated.

Reports due October 1, 2006

Financial Reports for the prior year, Regional Funding Overview and the 1st quarter report were all approved via e-mail and submitted to the State per contract.

EMS Provider Grants

Follow up from last meeting- MHRETAC received 7.8% of the requested amount. Percentages varied greatly among RETACs. MHRETAC has provided a provider grant workshop for the past 3 years.

EMS Data Collection Conference

The joint effort of FRETAC and MHRETAC has now expanded into CDPHE who will assist in putting this conference together in terms of funding and personnel. The dates will be late January 22 and 23, 2007.

Link to register- www.foothillscretac.com/dataconference.html

UASI- Medical Community Strategic Planning Meeting

Starting in 2007, the medically related meetings will be held on the 4th Thursdays from 8-5 at CDPHE, EOC room.

Schedule: Regional EMS- 8-10

Regional Hospital Council/ MMRS- 10-12:30

Medical Community Strategic Planning Committee- 1-3

Public Health- 3-5

Regional Hospital Council

NIMS Compliance training will be at the next meeting- Tuesday, November 21, 2006 at American Red Cross, 444 Sherman St., 3:30-5pm.

Regional EMS Council

Tom Pedigo developed a PPE survey which has been sent to all EMS agencies. Please return them as quickly as possible.

Statewide RETAC Forum

The Statewide RETAC Forum will have another meeting on November 29 and 30th at the La Quinta in Longmont. The discussion of 5 year planning and possible legislation will be held at this time. Please let me know if you are interested in attending.

Standing Committee Reports:

Destination Committee- Dr. Christopher Colwell

Skip Tinnell presented an overview of the data that has been collected and the potential for future studies. 100% of the hospitals downloaded data. North Suburban was excluded for lack of trauma base data.

C-DOT Grant- Teen Seat Belt Use

The Annual Report, Final Report, Toolkit and claims for first year funding were all submitted per contract. \$12, 126.48 has been spent while in kind matches total \$5,900. There are a total of 6 schools in the works. The kickoff is planned for January when the 7 week campaigns will begin.

Injury Prevention

Phyllis Uribe informed everyone that Safe Kids is drafting some bicycle legislation for helmet use.

Other Reports:

State Update- Randy Kuykendall and Maria Crespin

Maria Crespin is moving into the EMS Investigations and Certification Position. Celeste White will replace Maria working with the RETAC Coordinators. There are new rules for EMT Certification that will be effective December 31, 2006. Please check CDPHE's web site, www.coems.info for a link to the new rules.

Coordinator asked if the MHRETAC could accept some funding as a pass through to be used for some educational materials for the Air-Medical Committee under SEMTAC. Kathleen Mayer is Chair of this committee and is also with the Flight for Life Program at St. Anthony. This was approved.

North Central Region- Dr. Charles Mains

Radiation Detectors have arrived. MHRETAC Coordinator has established a Radiation Detector Committee to start looking at all the various issues related to policy and procedures, placement, transfer of ownership among other topics.

UASI- Shirley Terry

Marty Flahive will be leaving at the end of the year. The UASI grant has been moved from the Division of Safety to the Division of Emergency Management under Justin DeMello.

MMRS- Melinda Johnson

ACEP surveys were conducted in early October. Four hospitals still need to return their surveys.

In their immediate post-visit comments, ACEP felt there was an over reliance on local security, that training and education needs to be increased "in the trenches" and that the tools for disaster could be used on a daily basis. There are good verbal MOUs but they really should be formalized signed MOUs. There is over reliance on local law enforcement and that ALL departments of the hospital should be tested on the emergency plan: ED, food service, materials management, pharmacy, lab, etc. etc. The surveyors focused on how each hospital was going to help their staff be prepared for a disaster, including their families. The surveyors also thought that the resources are too compartmentalized within the hospital and that they should be better known. The participating hospitals were Sky Ridge, Denver Health and St. Anthony Central. ACEP will be back in 6 months to conduct a tabletop exercise. The report from ACEP will not contain specific hospital names.

MMRS now has replacement Mark I's and will be contacting the local pharmacies.

Unfinished Business:**Web Site**

The MHRETAC Web Site Design Committee has met several times and has developed the home page; potential tag line and revised the mapping for the web site. Grace Linn presented the tag line, home page and mapping which were all approved. Tag line- Partners in Saving Lives. The mapping will be tested by a usability test group before finalizing.

The goal is to go live at the next meeting, January 18, 2007.

New Business:**Nomination of Officers**

Vice-Chair- Jan 2007- Dec 2008- Vote approved for Dr. Charles Mains

Secretary- Jan 2007 – Dec 2008- Vote approved for Dr. Kathryn Beauchamp

Treasurer- Nov 2006- Dec 2007

Since this position is becoming more time consuming, the Council has asked at the Coordinator check into the feasibility of hiring a bookkeeper to work for the Treasurer and the Council. For now, Dr. Charles Mains will be added as a signatory on the checks.

Bylaws Revision

The issue of the bylaws was addressed due to the current rules of officers can be from only one county. The Council approved to change the language to read something like—In the event that there are no candidates willing to accept a nomination due to the potential of having two officers from the same county, the Council may approve two officers from the same county.

Dian Bowers is to review the remainder of the bylaws for any other potential changes and will bring to the January 18, 2007 Annual Meeting.

Council Membership

Terms expiring in December 2006

Adams County- Jackie Reynolds, Carol Hurdelbrink
Denver County- Dr. Christopher Colwell

Terms expiring in January 2007

Broomfield County- Dr. Charles Mains
Arapahoe County- Dr. Burt Katubig
Elbert County- Dr. Joan Bothner

Recruitment and Retention Grant

RETACs can apply for up to \$20,000 with a 10% match. No waiver required- must be a regional approach. This may be a one time deal. The match needs to come from the agencies participating in the project.

Dian wrote a survey and Mike Merrill has written a white paper on the issues.

The Council approved to write this grant. Dian Bowers, Jackie Fitch and Justin DeMello will be on this committee.

Rattlesnake Fire Grant

Rattlesnake Fire has received an Outstanding Volunteer Award for \$1000 and needs a non-profit organization to receive the funds for them. This would be a pass through of funds. The Council approved this.

MHRETAC Data and Grants Workshop

The workshop will be held on January 18, 2007 following the MHRETAC meeting. The Data portion will be from 1-2 and the Provider Grants from 2-3. Flyers will be sent out to all agencies.

Provider grants will be on the web site Dec 15th, 2006. There are new ambulance caps with safety mechanisms. The scoring tool has been revised

Ambulance Licensing Fees

Jeannie Springer presented the new ambulance licensing fees and its impact on the MHRETAC. The RETAC will need to send money to each agency if they choose to continue to pay for the inspections. Money will no longer go to Jefferson County. Some counties feel that the MHRETAC should not be paying for these inspections. There are now standardized ordinances and resolutions among the 7 counties. Ambulance companies need to license in the county in which they are based. There is now reciprocity between the counties. There is also a standard application, inspection and complaint process. Denver should be on board after the first of the year. The goal for the MHRETAC has been accomplished.

Discussion centered on the impact of the MHRETAC continuing to pay for these ambulance inspections. The Council approved to start providing mini grants to pay for ambulance inspections if an agency needs assistance. The Council realizes that it will be burdensome on some ambulance agencies to change this on a short notice. This issue will be revisited again after the first year.

The Council approved up to \$15,000 in mini grants for ambulance inspections. There will be a tiered request developed to assure assistance to volunteer agencies. The committee will establish parameters, a review application and process. The final approval will be with the Council.

Open Forum for Audience and Council Members:

No comments.

Adjournment:

A motion was made to adjourn.

Next Meeting-

The next meeting date will be January 18, 2007 from 11am to 1pm, Rita Bass, Classroom A and B, 190 W. 6th Ave.

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