



John J. Barthelmes
Commissioner

State of New Hampshire

Department of Safety

Division of Fire Standards and Training and Emergency Medical Services

Richard M. Flynn Fire Academy

222 Sheep Davis Road, Concord, New Hampshire

Mailing Address: 33 Hazen Drive, Concord, New Hampshire 03305-0002



Perry Plummer
Director

TRAUMA MEDICAL REVIEW COMMITTEE

COMMITTEE MEETING MINUTES

June 19, 2013

Members Present: Rajan Gupta, MD (Chair); Lukas Kolm, MD (Vice Chair); Doreen Gilligan, RN; Amy Matthews, RN (via phone); Rick Murphy, MD; Gary Curcio, MD; Kathy Bizarro; Peter Hedberg, MD; Laurie Latchaw, MD; Tony Maggio, EMT; John Sutton, MD; Rosie Swain, ADME

Guests: Sue Barnard, RN; Janet Houston; Mark Hastings, RN; Mary Reidy, RN; Deanna Barriero, RN; Sean Ellbeg, EMTP; Joseph Leahy, DO; Cheryl Gagne, RN; Stephanie Wolf Rosenblum, MD; Pat Marsh, RN; Lindsey Hudson; Kenneth Call, MD

Bureau Staff: Angela Shepard, MD

I. Call to Order

The meeting was called to order by Chair Rajan Gupta at 9:39 am on Wednesday June 19, 2013 at the Richard M. Flynn Fire Academy in Concord, NH. A quorum was present.

Item 1. Introductions

All attendees introduced themselves. Angela pointed out that the committee has a new member. Dr. Kenneth Call from New London Hospital has been nominated by the Medical Control Board to be their representative to the TMRC. Angela pointed out that with Dr. Call's appointment, the committee will now have a voting representative from a Critical Access Hospital.

Item 2. Minutes

Minutes from the previous meeting were reviewed. One typographical error was noted and will be corrected prior to the minutes being posted. After that revision, the minutes were unanimously accepted.

II. Sub-Committee and Member Reports

Item 1. EMS

Angela reported that the EMS Bureau Chief position has been posted. There will be a pre-screening process and then select prospective candidates will be interviewed. Hopefully the position will be filled quickly but until then Chip Cooper will be acting as interim Chief. We are still uncertain about whether Perry Plummer will be returning as our Division Director.

Item 2. Hospital Designation Sub-Committee

Mary Reidy will be heading up this sub-committee. The goal of this sub-committee is to improve consistency and objectivity of the hospital designation process. A number of interested volunteers expressed a desire to participate. Mary reports that sub-committee members will meet immediately prior to the next scheduled TMRC meeting on August 21. Mary has begun



John J. Barthelmes
Commissioner

State of New Hampshire

Department of Safety

Division of Fire Standards and Training and Emergency Medical Services

Richard M. Flynn Fire Academy

222 Sheep Davis Road, Concord, New Hampshire

Mailing Address: 33 Hazen Drive, Concord, New Hampshire 03305-0002



Perry Plummer
Director

drafting some sample hospital designation checklists and will forward the documents to the sub-committee members.

Angela reported that Memorial and AVH are both due for review but have not yet submitted applications. She will send another reminder. Therefore the only hospital currently in the queue is Wentworth-Douglass who has submitted their initial trauma designation application. Angela stated that she is happy to assist but hopes that the sub-committee will be able to take the lead on the upcoming review of Wentworth-Douglass.

Item 3. Trauma Conference

The Mountain View Grand has been booked for November 14th and 15th for this year's Trauma System Conference. We were able to secure the same facility and room rates.

Angela reported that unfortunately no one was able to make the last trauma conference planning meeting. She emailed the conference planners a list of proposed topics and breakout sessions based on last year's conference evaluations and discussions with trauma coordinators. She summarized the sessions for the TMRC. The committee seemed pleased and suggested some potential speakers.

Angela asked the committee to forward contact info for any potential vendors.

Item 4. Trauma Registry

Angela reported that the trauma registry RFP will be dated to coincide with the next fiscal year of the NHTSA 408/405 grant program. Since the process has taken longer than expected, this ensures that we will have access to the full amount of the monies rather than having to return and reapply for any money that was not spent within the fiscal year. We have been told that the funds should be available from NHTSA this fall.

III. Old Business

Item 1. Southern NH Medical Center

At the last TMRC meeting, the committee had asked for data relating to the over and undertriage rates prior to voting on the continuation of SNHMC's trauma designation. Several representative from the medical center were on hand to answer questions. Mark Hastings provided handouts of the data to the members. The TMRC asked for clarification on a few elements and after brief discussion, Dr. Sutton moved to extend the Level III trauma designation for the remaining four years. Kathy Bizarro seconded and the motion carried unanimously.

Item 2. Cottage Hospital Follow-up

Angela reported that after additional conversations with Cottage Hospital, she feels they could benefit from some technical assistance. They have undergone trauma leadership changes and have attempted to make multiple improvements at once. Angela suggested that some guidance on specific data to monitor and how to target PI initiatives might be very helpful. The committee agreed to withhold from voting on continued designation at this point.



John J. Barthelmes
Commissioner

State of New Hampshire

Department of Safety

Division of Fire Standards and Training and Emergency Medical Services

Richard M. Flynn Fire Academy

222 Sheep Davis Road, Concord, New Hampshire

Mailing Address: 33 Hazen Drive, Concord, New Hampshire 03305-0002



Perry Plummer
Director

IV. New Business

Item 1. Goals for Upcoming Year

Dr. Gupta stated that in addition to the Hospital Designation Sub-committee the group should consider additional sub-committees to divide the tasks of the Trauma System, for example, Trauma Education and Performance Improvement. Angela asked about a sub-committee to review the existing trauma plan. She expressed concern that the current plan did not ensure an equitable distribution of votes and that the designation criteria excluded our smaller hospitals. Dr. Gupta agreed that these things would be reviewed but did not feel this was the time. He cautioned against taking on too much at once.

Item 2.

Angela announced that she is leaving her position as the State Trauma Coordinator. She said she hoped to remain at the Bureau part-time through the summer. She thanked the committee for the opportunity to serve with them and stated that she will continue to be an advocate for the trauma system in NH.

V. Public Comment

None

VI. Adjournment

Meeting was adjourned at 11:35. The next TMRC meeting will be Wednesday **August 21, 2013** at 9:30 a.m. at the Richard M. Flynn Fire Academy.

Respectfully submitted;

**Angela Shepard, MD, MPH
State Trauma Coordinator
NH Bureau of EMS**