Meeting Minutes

I. Call to Order – Linda Worthy, Chair, called the meeting to order at 9:12 AM.

II. Roll Call – Jennifer Herbert (25 Members, 13 required for quorum). A quorum was present.

Members Present:
- Bill Ashland*
- Dale Woolridge, MD*
- Danielle Stello*
- Eric Merrill
- Frank Walter, MD*
- Garth Gemar, MD
- Jill McAdoo*
- Jim Prohaska, MD*
- Mary McDonald
- Michelle Guadnola
- Pamela Goslar*

Members Absent:
- David Notrica, MD
- Josh Gaither, MD
- Karen Graham
- Kim Duncan
- Michelle Ziemb
- Paul Dabrowski, MD
- Rebecca Haro
- Robert Corbell
- Robert Djergaiam, MD
- Wade Patten

* indicates member participated telephonically

III. Chairman’s Report – Linda Worthy, Chair, called for a moment of silence to honor the 19 fallen Granite Mountain Hotshots.
   a. Attendance report. Michelle Guadnola expressed concern regarding attendance rules for TEPI. A volunteer workgroup was put together to review and amend the bylaws and report back to TEPI at the next meeting. Volunteers were: Michelle Guadnola (chair), Mary McDonald, Garth Gemar, and Pam Goslar.
   b. Vacancy for State Designated Level I Trauma Center Program Manager
   c. Vacancy for Pre-hospital EMS Coordinator (NAEMS/WACEMS)
   d. Review current TEPI membership categories

IV. Bureau Report – Rogelio Martinez
   a. Rehab data elements- currently being developed for FIM score upon discharge/admission.
   b. Bill of Rights and Obligations, FAQ for obtaining outcome information- posted on the website
   c. EMS & Trauma System PI measures – Terry Mullins: developed for trauma centers and for EMS agencies. Will be posted on the website

V. Discussion and Action Items
   a. Discuss, amend, and approve TEPI meeting minutes of November 15, 2013. Garth Gemar made the motion to approve the minutes as presented, a second was made by Eric Merrill. A vote was taken and the motion passes.
   b. Discuss inclusion criteria in ASTR - Rogelio Martinez
   c. Discuss and approve a method to develop an EMS and Trauma PI plan. Terry Mullins and Rogelio Martinez presented the expectations to the group. No method was approved. Linda Worthy asked that this item be added to the next agenda.

VI. Reports
   a. EMS System PI measures – Garth Gemar gave the update and a discussion ensued.
b. Data and Quality Assurance (DQA) Section Update
   i. AZ-PIERS – Maureen Brophy
      • EMS Trauma Quarterly Report
   ii. ASTR Update – Vatsal Chikani
      • Level I Quarterly Report
      • Level IV Quarterly Report

VI. Agenda Items for Next Meeting
   a. Bylaws review

VII. Call to the Public – No items were presented.

VIII. Summary of Current Events
   a. Southwest Regional Trauma Conference, Aug. 1-2, 2013 - Star Pass Resort, Tucson
   b. 9th Annual Burn Care Symposium & Western Regional Burn Conference – Sept. 27-28, 2013 - Phoenix Convention Center
   c. Southwest Trauma & Acute Care Symposium, Nov. 7-8, 2013 - Talking Stick Resort Scottsdale, AZ

IX. Next Meeting: November 21, 2013, 9:00 AM at 150 N. 18th Avenue, Room 540A

X. Adjournment – The meeting adjourned at 10:12 AM

Approved by TEPI
Date: 11/20/2013