

**Capital Area Regional Advisory Council
Executive Board
Meeting Minutes
November 17, 2006**

- I. Call to Order:** The meeting was called to order by John Sneed, vice-chair, @ 1305.
- II. Approval of the minutes:** The minutes were approved after 2 corrections were made
- III. Treasurer's Report:** Gaylen Tips reporting \$1,574,302.94 in account as of October 31, 2006.
- IV. Public Comments:** Mark Ingram was introduced to the group. A question regarding distribution of the chem.-paks was asked. Melanie Tucker explained that the distribution policy is still being worked out.
- V. Chair Report:** The chair report was tabled as Pam Clark was out on a family emergency
- VI. DSHS Report:** The DSHS report was deferred as no representative was present
- VII. Trauma Center Update:** Gaylen Tips reporting. The ED is undergoing renovations so new directions to the treatment area were given. Gaylen will be sending out e-mail. If there are any problems with the new transfer line procedure, please e-mail Gaylen with those problems.
- VIII. Director's Report:** Melanie Tucker reporting. The new Children's Hospital of Austin will be opening the middle of 2007. The PPE equipment will be purchased from the HRSA money allocated for that equipment. The DSHS HRSA funding audit will be December 11 – 15, 2006. All hospitals must have the invoices for HRSA equipment and their decon plan available. The Technical Assistance Visit will be December 20, 2006. All board officers will need to attend. The new 2007 meeting dates are out. The MADD/RAC press conference has been cancelled.
- IX. Presentation:** Jason Bonham presented the ESO Solutions computerized EMS charting.
- X. Old Business- Quicken to QuickBooks:** Please see attached
- XI. BookKeeper:** We will be looking for another bookkeeper as the old one took another job.
- XII. St. David's Georgetown Hospital Request:** Dave Reimer requesting. Dave gave the history of being verified as a level IV trauma facility then receiving a letter from DSHS stating they have the capability of becoming a level III facility. Dave stated at this time there was no way they could accomplish this. He requested a letter from the RAC supporting this. John Sneed made a motion supporting this there was a second. The board voted all in favor of supporting Georgetown remaining a level IV facility at this time.
- XIII. Discussion & Scuttlebutt:** Juliette Brown gave a short update from Homeland Security
- XIV. Next Meeting:** The next meeting will December 21, 2006 @ Brackenridge Hospital in the 2nd floor class room

Respectfully Submitted by:
Jackie Gondeck
Secretary of the CAT RAC