

**Capital Area Regional Advisory Council  
Executive Board  
Meeting Minutes  
Thursday September 28, 2006**

- I. The meeting was called to order by Vice-chair, John Sneed at 1301
- II. **Approval of minutes:** There was a motion by Dr. Dire to approve the minutes with the appropriate rewording changes made by Melanie Tucker. Glenda Ragland seconded the motion. The motion passed and the minutes were approved.
- III. **Treasurer's Report:** Gaylen Tips- The officers all attended training on Quick Books on Tuesday September 12, 2006. Gaylen reported that all assets had not been transitioned into Quick books yet
- IV. **Public Comments:** There were no public comments
- V. **Chair Report:** There was no chair report as Pam Clark was in Canada for a conference
- VI. **DSHS Report:** There were no representatives from DSHS
- VII. **Trauma Center Update:** Gaylen Tips: Brackenridge and Star Flight in conjunction with the Rhonda Grey memorial fund will be offering an educational offering called MEDFEST. This offering will be at the Exotic Game Ranch.
- VIII. **Director's Report:** Melanie Tucker – Melanie distributed the CATRAC committee-meeting schedule. She also distributed the Region 7 Public Health Preparedness Event schedule (please see both attached documents). Aaron Klause resigned from the CATRAC executive board (Fayette County representative). Brackenridge Hospital was congratulated on their redesignation as a level II trauma facility. DSHS will be restructuring in October. Melanie will give out a reorganizational chart when this is done. There will be 5 divisions with one expert in each division. There was discussion as to if we will be getting decals and ribbons for the upcoming MADD event. John Sneed felt like we should participate. And felt that we should only distribute the ribbons. Melanie will be moving the office to the new location tonight- 4100 Ed Bluestein Blvd # 207.

**OLD BUSINESS:**

- I. **Quicken to QuickBooks training:** The officers all completed the training
- II. **05 Single Audit Report:** Randy Walker presented the findings from the 2005 Audit of the CATRAC (Please see the attached report).

**NEW BUSINESS**

- I. **Upcoming Board elections:** Melanie distributed the list of the board Members whose terms will be expiring in December of 2006. – Please See attached list.

- II.** **EMSystem web site-** Austin has a point - to – point agreement with Galveston to take up to 25,000 people and up to 5,000 could have Special medical needs
- III.** **Discussion and scuttlebutt:** Gayle Tips announced they had a child Passenger safety event. They had 17 car seats. They made 12 Corrections and gave out 5 car seats  
Juliette Brown announced that there would be a 2-½ day Regional Drill In February 2007. There will be an orientation on Wednesday October 4<sup>th</sup> at the OEM Building @ 0930 to 1130. Juliette also announced Some of the regional assets that are available to the community- such Such as the Regional Mobile Command Center. Any agency can access These assets through the Star flight number.
- III.** With no further business to be discussed there was a motion and a And a second to adjourn the meeting. The meeting was adjourned at 1410.