

**Capital Area Trauma
Regional Advisory Council
Executive Board
Meeting Minutes
Thursday November 15, 2007**

- I. Call to Order:** The meeting was called to order by John Sneed at 1304.
- II. Approval of the Minutes:** After review of the October minutes they were approved with one minor change.
- III. Treasure's Report: Gaylen Tips reporting** – There is \$140,335.55 as total liabilities and equity. Please see attached balance sheet.
- IV. Public Comments:** There were no public comments.
- V. DSHS Report:** There were no DSHS representatives to give a report present.
- VI. Chair Report: John Sneed reporting** – John reported that he would be attending the annual EMS conference in Houston this next week. He will also be attending the RAC chair meeting for GETAC. He also stated we had a promising candidate for the Director position, Lauren Stagner. There was concern that the offering salary is too low. There was discussion among the board of increasing the current rate of \$65,000 annually to \$70,000 annually. There was also discussion of making this a priority as Melanie Tucker's commitment to the RAC will be ending very soon. The board felt like they would like to meet with Mr. Stagner before a decision was made. There was further discussion regarding the benefits portion of the positions as Llano Memorial Hospital will no longer be providing this service for the RAC. Information was distributed 2 months ago about an organization that we can use for the same service for \$250 per person. Mark McMain made a motion to increase the salary to \$70,000 per year and have the board meet with Mr. Stagner next meeting. John Sneed requested that we meet sooner if possible, as filling this position is a priority. Mark restated his motion John seconded the motion, the board voted. The motion was approved. There was also discussion on filling the assistant position. All agreed we should wait and let the new director try to fill this position.
- VII. Trauma Center Update: Gaylen Tips reporting** – Brackenridge Hospital will be applying for Chest pain certification. Medfest conference was well attended. They have opened up a clinical education in the old Children's Hospital. They are working with the local nursing schools on this project.
- VIII. Director's report: Melanie Tucker reporting** – Melanie announced that this will be her last meeting as the director. She stated that the on-line stroke education program is up and running for all EMS personnel. She needs everyone's e-mail addresses so they have access. She also announced that she is finishing the 07 tobacco report. Melanie stated that the 2 new hospitals in Williamson County will be opening with in the next couple of months. Both have expressed an interest in becoming leveled as trauma centers and one of the facilities has expressed an interest in becoming a SANE facility. Melanie stated she would be closing out the CATRAC credit card as it is in her name by the end of the month. The pulse ox monitors have arrived.

New Business:

- I. Stroke Committee:** The stroke committee had its first meeting. It is being chaired by Dr. Bob Harding. The next meeting will be December 20th. The place and time will be announced.
- II. CD:** The CD that we are holding is about to mature. It has been asked that this be given to the trauma foundation. It was agreed that it should be cashed out and given to the Foundation.
- III. Discussion and Scuttlebutt:** There was a discussion surrounding Air-Evac selling subscriptions and the participants are not getting that service when they need a helicopter ride to the hospital. It was the feeling of the EMS group that the first helicopter available would be the one used.
- IV. Meeting adjourned:** With no further discussion, the meeting was adjourned at 1435 by John Sneed.