

**Capitol Area Trauma
Regional Advisory Council
Executive Board Minutes
Thursday March 27, 2008**

- I. **Call to Order:** The meeting was called to order at 1300 by John Sneed, RAC Chair.
- II. **Approval of the Minutes:** After review of the February minutes there was a Motion by Glenda Ragland to approve the minutes as written. Scott Gillespie Seconded the motion and the board approved the minutes as written.
- III. **Treasure's Report** – The treasure's report was given by Marilyn Hollingsworth in Gaylen Tipps' absence. There is currently \$ 229,068.86 in the account. See attached papers. John Sneed reported on the IRS penalties assessed as the tax returns were late during the current director turnover. John Sneed and Gaylen Tipps composed a letter to the IRS explaining the situation. The letter asked that the penalties be waived. John Sneed made a motion to accept this letter. Glenda Ragland seconded the motion. The board voted and the motion passed.
- IV. **Public Comments:** There were no public comments offered.
- V. **Chair Report:** John Sneed reporting – John announced that Loren Stagner has sent a letter of resignation to the officers earlier this week. John asked for a motion to approve the letter of resignation. Scott Fernandez made the motion to accept with a second by John Banning. The motion carried. The position will be posted and the job description will be posted on the web-site. John Sneed announced that he has accepted a promotion in Williamson County and will be taking on a lot more responsibilities. The Board wished John congratulations with this new title.
- VI. **DSHS Update:** No DSHS representative present for a report
- VII. **Director's Update:** No report – Loren not present
- VIII. **Old Business:**
 - A. **Audit – Marilyn Hollingsworth reporting** – The audit has been completed and we have 14 business days to respond. The auditor will then send us a final report. There is a possibility that the RAC will have to refund DSHS a total of \$ 6, 7000 (refund on extra co-ax cable and shared storage facility with the city of Austin)
- IX. **New Business:**
 - Pre-hospital Exposures – Bill Coll presenting (Austin Travis Co. EMS) – (Please see attached handouts)** – He recommended that the agency should make contact with the hospital receiving the patient to obtain a sample from the source. If there are problems getting a sample contact that hospital's infection control department for assistance. If the patient has died it is best to go through the medical examiner's office for the sample. There are no current laws regarding good Samaritans. It was felt that there may need to be a

regional protocol developed regarding this issue. Bill was asked to return at the next general membership meeting to share this information with everyone.

- X. Children's Hospital Update – Dr. Todd Maxson reporting** – Dr. Maxson Announced that their volume is up 22% from last year at this time. The Hospital is full. They will not divert any patients. In the event that the hospital Does not have a bed for a transfer, they will send their transport team for the Child and they will find another appropriate facility. They may have a new Director of Trauma Services. An announcement will be made at a later date. The issue of Hop-scotching patients was addressed again. John Sneed along With Scott Gillespie voiced their concerns in keeping their limited number of Ambulances out of service any longer than necessary. Dr. Maxson stated that Dell has prepared DVD's for all EMS companies along with TV commercials And PSA's to educate the public. The board requested something in writing in Regards to EMTALA regulations and this issue.
- XI. Discussion and Scuttlebutt** – Tracy Stat-Air, announced that they will now be flying EC– 135 helicopters. They did receive their accreditation. They will continue to try and fly only one patient per helicopter. They will carry 2 units of O-negative blood on the helicopter.
- XII. Adjournment** – With no further business to discuss the meeting was adjourned at 1430 by John Sneed.

Respectfully Submitted by:
Jackie Gondeck RN, BSN, MHA, CEN
CATRAC Secretary