

**Capitol Area Trauma  
Regional Advisory Council  
Executive Board  
Meeting Minutes  
May 20, 2008**

- I. **Call to Order:** The meeting was called to order at 1306 by RAC chair, John Sneed.
- II. **Approval of the Minutes:** There was a motion from Tom Partin and a 2<sup>nd</sup> from Lee Charlton to accept the minutes as written. The board unanimously voted in Favor to accept the minutes as written.
- III. **Treasurer's Report:** Gaylen Tips reporting – Please see attached reconciliation Report presented to the Board.
- IV. **Public Comments:** John Sneed introduced Greg Knapp. Greg is the Llano County representative. Jackie Gondeck introduced Kat Gann who was observing.
- V. **Chair Report:** John Sneed to give his report when the audit update is discussed.
- VI. **DSHS Report:** There was not a representative from DSHS present for a report.
- VII. **Trauma Center Update:** Juliette Brown reporting for Dell Children's Hospital. Steve Janda from DSHS will be joining the trauma department at Dell as the trauma director in early June of this year. Dell will also be having their second child passenger safety seat course in September of this year.  
**Gaylen Tips reporting for Brackenridge Hospital.** May 30<sup>th</sup> is the date of the annual regional trauma symposium. It begins at 0730 and is being held at the JJ Pickle Center. Next year this event will be 2 days long and will have many more speakers.

**Old Business**

- I. **Audit Update:** Marilyn Hollingsworth reporting. The DSHS auditor has Completed his report and is waiting for approval from his supervisor. Once the RAC receives the report we will have 14 days to respond. Most of the issues have Been resolved and worse case scenario we will have to pay back approximately \$ 10,000. The officers will be meeting with representatives from DSHS on Wednesday May 28<sup>th</sup> to discuss this matter further.
- II. **TETAF Membership:** John Sneed made a motion for our RAC to join the Foundation due to the amount of money that it will cost our hospitals when Their trauma surveys done. Lee Charlton 2<sup>nd</sup> the motion and the board voted to Approve the motion.
- III. **Executive Session: Due to personnel issues the board went into closed door Session at 1330.** The board came out of executive session at 1358. John Sneed A recommendation to the board that we hire Dave Reimer as the new Executive Director for the CATRAC. There was a motion from Dr. Carlos Brown to accept The recommendation and a 2<sup>nd</sup> by Sylvan Mersiovsky. The vote was unanimous Dave Reimer will be our new Director.

- IV. HPG Update:** Dave Reimer reporting. The April 30<sup>th</sup> deadline for the purchase orders was met. The 08 contract July 31<sup>st</sup>. The new applications will be sent out June 2<sup>nd</sup>.

**New Business:**

- I. Vice Chair Position:** This position has been vacant for 6 months. The position must be filled. Gaylen Tips made the motion for Jackie Gondeck to fill the Position. The motion was 2<sup>nd</sup> by Juliette Brown and Jackie Gondeck will be the Vice Chair for the remainder of the term. This left the secretary position open. There was a motion made by Jackie Gondeck to make Juliette Brown the Secretary. The motion was 2<sup>nd</sup> by Lee Charlton and the motion passed.
- II. Special Funding request from San Saba EMS:** Please see attached. San Saba is requesting \$ 3,180 for hepatitis B immunizations. After discussion by the Board, it was felt the board wished more information on this subject. If the Matter is time sensitive an e-mail vote can be done. Dave Reimer will call San Saba for the information requested.
- III. Discussion and Scuttlebutt:** Dr. Harding is requesting a \$ 1,000 grant from the American Heart Association for Stroke education and he was requesting an Additional stroke meeting just before the next executive board meeting.
- IV. The next Board meeting will be Thursday, June 26, 2008.**
- V. Adjournment:** With no further business to discuss the meeting was adjourned at 1426.

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