



**Capital Area Trauma Regional Advisory Council
Executive Board Meeting Minutes
March 26, 2009**

I. Call To Order

Jackie Gondeck called the meeting to order at 1:00 p.m. Jackie introduced Charles Peeler as the new San Saba County representative.

II. Approval of minutes:

Sylvan Mersiovsky made a motion to approve the February 26, 2009 Executive Board minutes and Tom Partin 2nd the motion. A unanimous vote followed.

III. Treasurer's Report

Kat Gann provided a summary report for Feb 28, 2009. Kat will be working on creating a grant funds summary sheet to make funding more clear and to help Board members get a better understanding of how RAC funding operates.

Gregg Knapp made a motion to accept the Treasurer's report and John Banning 2nd the motion. A unanimous vote followed. See handout on file at the CATRAC offices.

IV. Public Comments

None were made.

V. Chair Report

Jackie pointed out that most of her updates are included later in the agenda and she will address them as they come up.

VI. DSHS Update

No one was available to make comments. Arlen Bolenbaucher who has been our past RAC DSHS rep. has moved to another position with the state in EMS. We are unsure at this time who the representative for our area will be.

VII. Trauma Center Update

Gaylen announced that UCMB is delivering an ATLS class (part of the ACS level I requirement). The UCMB American College of Surgeon's verification visit is confirmed for June 15-16th immediately following DCMC's visit. Gaylen provided a brief overview of how the ACS visit is structured.

Dr. Maxson discussed the Trauma Telemedicine Program pilot briefly. The program will be piloted in SMCW and Seton Highland Lakes first. It will roll out in about 6 weeks. The plan is to start in Seton hospitals and work out the bugs, but then to offer it to hospitals in the region.

VIII. Director's Update



Dave Reimer reported on the Hurricane Conference and he thought it went very well. The CATRAC sponsored 8 people to attend the conference. Dave is going to a hurricane drill in College Station to look at how patients will be moved during hurricane season. The drill is being held on the last weekend in April.

OLD BUSINESS:

I. Educational Update

A course will be held at the CATRAC offices on May 10 called the Trauma Outcomes and Process Improvement Course (TOPIC). It is being co-sponsored by TETAF and CATRAC. More information regarding the course can be found on the TETAF website. The course is geared towards Trauma Coordinators and others. It will be from 8:00-5:00 and registration is \$175 per person. Dave added that the RAC might be able to subsidize part of the fee for attendees.

Dave reported that Chris Parker is working very hard to coordinate the education committee on moving forward with some new educational offerings. The committee has some new members and will welcome further participants.

II. San Saba County Vacancy

Jackie introduced Charles Peeler. Dave displayed the letters of support Charles has from the leadership in San Saba County to be the county's representative at the RAC. The board welcomed Charles to the position. Clarification was made that this is an interim appointment by the Chair and will be voted on by the Board when the regular term expires.

III. TETAF dues

TETAF is still working out how they can bill the RACs and still abide by the state guidelines for subscriptions and dues. Dave has been told that there should be very little difference in the price of the dues once this is worked out.

IV. Conferences – Homeland Security / Hurricane

See Dave's comments above under Director's Update. Dave reported that there is also a national hurricane conference being held in April in Austin. He added that the Texas Hurricane Conference was very well attended with ~4500 registrants. Dave discussed patient tracking and briefed the Board on the state plan to use wrist bands on people from the time of evacuation to shelter to hospital and for all stops in between. Dave is looking at how this fits into our region's EMTrack program and he thinks it will interface okay.

There was discussion about methods for tracking evacuees/patients. Dave thinks it will tie into WebEOC which the region is already using. In the past, the biggest problem was when patients showed up at the hospitals without sufficient pre-notification and lack of complete documentation.

There was also discussion about the difference between long and short term sheltering and how the city is preparing for each of these for the next hurricane season.

Dave hopes the drill will drive some creative solutions. Dave plans to use EMTrack during the MS 150 race in Fayette County if preparation time can be accomplished prior to race.



Scott added that he noticed in the past that after problems are identified sometimes they are not addressed before the next emergency.

V. PI update

Dave shared some information from the committee. The committee has prepared a draft quarterly data collection form to help determine how effectively we are using our trauma designated hospitals. The form includes questions for both hospitals and EMS providers. Dave solicited feedback from the Board members, and acknowledged that answering some questions might be hard for non-designated facilities.

Scott pointed out that the criteria/categories listed on the form are the old ones and Scott would like to see these aligned with the new draft trauma alert categories (trauma transport activation). Dr. Ziebell pointed out that there have been problems in the region in the past about criteria in all areas of the region not being similar. Austin/TC EMS is currently looking at approving proposed changes to this. Discussion revealed that the RAC would like an opportunity to stay on top of the revisions currently under review. The Office of the Medical Director is reviewing proposed plans and will share them with the RAC.

Dr. Maxson pointed out that the PI Committee doesn't need to have the nomenclature figured out in order to look at the transfers. He asked that the data be collected in the meantime while the work of consistent nomenclature for the region is sorted out.

The plan is to disseminate the data collection form through the RAC contacts. The Board asked that the deadline be extended and for the form to be presented at the April General Membership meeting after being e-mailed out so members can have an opportunity to ask questions about it at the meeting. Dave will present items discussed to the PI committee meeting in April.

VI. Credit Card application approval

Dave is requesting a CATRAC credit card for him and Marilyn for RAC expenses such as conferences registration and travel, offices supplies, etc. Dave shared a draft credit card usage policy with the board and solicited feedback. There will be only one card requested. Melanie Tucker made a motion to approve the request and policy as is, Kenny Schnell 2nd the motion. A unanimous vote followed.

VII. Cardiac Care Workgroup

Dave reminded the board members of the presentation last month on this topic. Dave would like to see a workgroup started and he asked for feedback. In the past members expressed the wish to not combine this with the stroke workgroup at first, but this may make sense later on. There was discussion about whether this would be an ad hoc group that would dissolve. Members felt that it can start that way and combine with stroke later or possibly become its own standing committee or dissolve. Dave will meet with Loni and Remmy Morris of the American Heart Association, and develop the idea some more. He will provide an update by email. This will be brought up at the next General Membership meeting.

VIII. SDGH Level IV

Dave reported that some guidelines have been developed by the PI committee to help the RAC assess any requests to support trauma designation levels in the future where a facility

wants to remain a level IV despite the request from DSHS for it to become a level III. When this subject came up for Georgetown Hospital the membership felt as though they needed more information to make a recommendation. Dave added that he predicts that at some point a facility in our region is going to need to become a level III.

NEW BUSINESS:

I. Lockhart EMS funding request

Melanie briefly described the community outreach program that they have provided for several years and gave a summary of the funding request. Dave said there are funds available. John Banning made a motion to approve the request and Tim Vasquez 2nd the motion. A unanimous vote followed (Melanie recused herself from the vote).

II. Regional Registry funding request

Dave provided some background history regarding why the RAC is looking at the option of a regional registry and what the benefits would be. Dave would like to assemble a workgroup that could attend the Trauma Summit sponsored by TETAF in April and could then return with some baseline knowledge and begin to tackle our regional registry. He is requesting funding to pay for the Summit registration, mileage and lodging.

There was brief discussion about what type of data will be collected in a proposed regional registry. Dave stressed the advantage of designing it ourselves and determining what is captured. Dave made the request for funding to attend the summit and to fund up to 6 people to attend in April so a workgroup can be created to look at regional data collection for the CATRAC. Melanie Tucker made a motion to accept the request; Dr. Dire 2nd the motion. A unanimous vote followed after Dave announced where the funds would come from (Tobacco Grant -Special Needs line item).

III. Strategic Planning

The officers met to begin strategic planning. Dave asked Kenny Schnell to facilitate the first session since he had just gone through the same thing in his agency.

Attendees were Kenny, Gaylen, Scott, Dave, Kat, Juliette, Jackie and Marilyn.

Dave presented a summary document representing all the grant funds the RAC receives and reviewed it with the Board Members. Please see handout on file at the CATRAC offices.

Another strategic planning meeting is scheduled for next week.

IV. Discussion / Scuttlebutt

Dr. Dire announced that Seton Highland Lakes just got an intubation endoscope and glide scope. He mentioned that he needs a used intubation mannequin to train staff on; Tracey Forister offered to loan him one.

Traci Forister – PHI aero medical

Traci announced that as of March 5th the Killeen ship has night vision capability which means all ships now have it.



Their community education outreach theme this year will be drowning prevention and Traci is looking to partner with agencies. They will be participating in a mock drowning at the Dell Diamond next week.

She added that other providers are starting to add night vision too and it has been recommended by the FAA for some time now. Traci also mentioned that the FAA is going to be putting out new flight planning requirements and weather minimums. Traci explained that this will impact transport times as the new flight plans are implemented and staff are trained. She added that this has been in place more informally in the past, but now will be formally enforced. The NTSB and the FAA are working out competing requirements and it may go the congressional hearing route. Traci noted that some proposed bills are up that impact aero medical ops. Contact Traci for details.

John Banning discussed the recent Bastrop fires. No one lost their lives, however a few firefighters had to be treated for injuries. The fire took about 3 days to get under control and a week to declare out. Things moved very quickly and there were 40 mph winds. The fire started due to a tree branch hitting a power line and taking it down. There were 1,500 acres involved, about 12 businesses lost, 26 homes lost and approximately 400 structures were saved. John reported that they used Regional assistance with a command post and regional assets to assist with the disaster.

Scott Fernandes mentioned a house bill being sponsored by Belinda Bolten (S. Travis County). The bill will allow ESDs to acquire an additional nickel from the cap of ten cents/\$100 property value. Even if the bill is passed it will still be up for local voter approval in the ESDs. Scott added that the extra nickel would be only for capital expenses/improvements such as apparatus.

V. Next Meeting Update –

- General / Executive Combined: April 23, 2009 – **Location change: Seton Williamson County Hospital, Round Rock**
- Executive Board May 21, 2009

VI. Adjourn

Jackie Gondeck adjourned the meeting at 2:57 p.m.