



**Capital Area Trauma Regional Advisory Council
Executive Board Meeting Agenda
May 28, 2009 1 – 3 pm**

**CATRAC Office
4100 Ed Bluestein Blvd. Suite 200
Austin 78721**

I. Call To Order

Jackie Gondeck called the meeting to order at 1:02 p.m.

II. Approval of minutes:

Scott Fernandes made a motion to approve the April 23, 2009 Executive Board-General Membership minutes and Lee Charlton 2nd the motion. A unanimous vote followed.

III. Treasurer's Report – Kat Gann described recent fiscal activity including some trailer purchases for regional use. She also pointed out the difference between OASPR education funds and other grants with funds for educational activities. Dave explained that the funds listed on the summary sheet in blue print (EMS County funds FY10 and RAC FY10) have not been received yet and will have contracts signed this month. The EMS/County grant funds are more of a “pass through” grant in that the funding is passed directly to the County representative to distribute to the appropriate organizations. Melanie Tucker made a motion to accept the report and Tom Partin 2nd the motion. A unanimous vote followed. See report on file at the CATRAC.

Charles Peeler mentioned that San Saba County EMS has hired a director named Wymond Kraft. Charles has been discussing the RAC with him and he will be coming to future meetings. Wymond has been a paramedic for 10 years and San Saba County is excited to have him on board.

IV. Public Comments

No public comments were made.

V. Chair Report

Jackie mentioned the OASPR site visit by DSHS staff member Reedy Spignar. Eight hospitals were visited and the reviewer was very complimentary of the RAC. There was only one minor issue and the reviewer noted that it was related to a person who was new to the role. The problem was addressed by facilities' Emergency Management Committee and fixed the day of the visit. Hospitals that were visited include:

Georgetown Hospital
Seton Highland Lakes
Cedar Park regional
DCMC
RR Medical Center
Johns Community
St. David's Main
Lakeside Hospital



Dave added that this is a reviewer who has worked with our RAC in the past and Dave will be getting the final report from Reedy soon. Dave will distribute to board members and other interested parties. The reviewer looked at purchases from FY 08 and made sure that equipment was in place and people were familiar with it. He primarily looked at the overall program and not any one aspect in particular. He looked at NIMS and HVAs (Hazard Vulnerability Analysis) for each facility and FY09 program aspects.

VI. DSHS Update

Dave reported that there is no new information since last month.

VII. Trauma Center Update

Juliette Brown- mentioned preparations for the upcoming ACS visit. She mentioned that final logistics were being completed and DCMC expects a successful visit. She mentioned recent developments in the Special Needs Car Seat program at DCMC and a car seat insurance denial for a patient. Juliette asked the board for permission to use some of the grant funds that were set aside by the RAC to purchase seats when a denial occurs. The board agreed this was appropriate.

Juliette also mentioned recent activity on SB 61 for improving the transportation safety law. The bill has passed both the house and the senate and is now awaiting the Governor's signature. She explained that he doesn't have to sign it for it to become law, but he could still veto it. Advocates are asking for individuals and agencies to contact Governor Perry's office to express support for the bill.

Dr. Ziebell – discussed the upcoming Level I trauma designation visit by ACS. He expects a successful visit for UMCB as well. He mentioned the upcoming Trauma Conference on June 4 & 5th and encouraged attendance.

There was discussion about the trauma designation criteria for the region and the need for consistency. Austin/TC EMS is reviewing proposed changes and Dr. Kempema is providing feedback on the current draft. Dr. Ziebell will share any updates with the Board as they occur.

Dr. Ziebell mentioned a few cases of patients being delivered to non-trauma facilities due to severe smoke inhalation. The patients then got transferred to UMCB. UMCB recently decided not to treat isolated inhalation injury as a trauma and he advised that those patients need to be seen at a specialized center such as a burn center. He added that ED docs can stabilize and then the pt can be transferred. Dr. Ziebell mentioned it because he is trying to spread this information in the region and reduce the number of double transfers for patients. Scott F. mentioned that the RAC trauma protocols may need to be revised to reflect this change in procedure. He also suggested that perhaps the RAC should generate a letter to RAC membership that informs them of this change and advised them to look at their own protocols to help prevent double transfers of patients with isolated smoke inhalation.

VIII. Director's Update

Dave has purchased speakers to make meetings easier to hear and for Dave to be able to hear audience questions better.



Dave discussed the CATRAC logo and asked the membership to note it on the handouts. He is working to get signage, etc with the new logo on it.

Patient Tracking – Dave mentioned that the state is using a vendor that uses pt. ID tags that have a bar code and scanning chip in them. The idea is that during a big storm patients will be tracked on their whole journey as they evacuate and receive care. Dave added that it will interface with WebEOC. Dave is trying to get a meeting with the vendor to go over some issues. Dave has been told that the state is funding a portion of it and he has been told that the state has purchased the tags to distribute to the hospitals across the state.

Hurricane Drill – there is a DSHS drill planned in College Station June 16-18th. It was postponed due to H1N1 activity recently. Dave plans to participate and represent our RAC.

WebEOC - we are still using WebEOC throughout the region during events and currently CAPCOG is working on ensuring all the regional servers can “talk” to each other and share information.

Mass Fatality Planning - the RAC is working with CAPCOG and several other RACs with a NERRTC (National Emergency Response and Rescue Training Center) consultant to draft a regional mass fatality plan.

Dave mentioned a conference in Houston, August 3-5th, with free registration called “Partnerships in Preparedness”. It is being hosted by DSHS and the Harris County Medical Examiner’s Office. Dave will email out conference information. The regional mass fatality work group is meeting regularly and making progress.

Scott Fernandes mentioned that the ESD bill related to increasing municipal caps on ESD funding that he had brought to the attention of the board at an earlier meeting failed in the senate by 2 votes.

OLD BUSINESS:

- I. Educational Update –
 - o The TOPIC course was co sponsored with TETAF and had about 15 attendees in early May. Dave added that they are looking to having another one in the future.
 - o Reminder about the Trauma-Critical Care Conference - June 4-5th at the Austin Convention Center.
- II. TETAF dues – Dave reported that there is no new information on this. He still hasn’t gotten an invoice from them for our dues.
- III. Cardiac Care Workgroup – Dave explained that the RAC is trying to start a Cardiac Care Workgroup. Dave referred board members to a handout (see handout on file at the CATRAC) that listed some initial priorities proposed for the workgroup. Jackie asked if Loni and Remy are promoting this to hospitals or if board members should do that. Dave answered that Loni and Remy are disseminating the meeting invite, but he asked that board members also do



the same in their own organization. Dave invited all board members to attend the meetings of this workgroup.

There was general discussion about whether the RAC business is subject to the open records act. Jackie offered to look into it and Dave has been asking at DSHS for an answer to this. Dave is likely going to ask for an Attorney General's opinion on it.

- IV. Strategic Planning – Dave reported that this initiative got temporarily pushed aside during the recent H1N1 activity. Dave plans to continue this work with the board members on this in the future.
- V. Hurricane Drill - see above.

Dave mentioned the award that Vangie received from John's Community Hospital and commended her SANE work. Dave will add this info to the CATRAC website. He reminded the board members that Michelle Fillman is still helping out with website revisions/updates and is grateful for her help.

Scott updated the Board on the request that Bill Coll made for funds to attend the APIC conference. Scott said that Bill has found some additional funding so the amount he will be requesting from the RAC will be lower. Scott will ask Bill for the exact amount in a letter to the Board.

Dave discussed that he plans on using Survey Monkey for collecting data on the trauma system for the PI committee and to comply with DSHS guidelines. A survey will be send out that will attempt to gather information on transfers, admissions, unexpected complications, etc. Dave explained that the survey results will be kept confidential by the PI committee and that the survey is not designed to be punitive, but rather to help inform the region and advance care in the region. The hospital and EMS forms are different, but both will come via Survey Monkey. Dave is still working on how to do the undesignated hospitals. He will work with each one personally to determine the best way to obtain this information from them. The deadline for returning info is June 19th.

NEW BUSINESS:

I. H1N1

Dave asked if anyone had any questions about the recently H1N1 activity. Dr. Ziebell mentioned what happened at the UMCB ED and discussed patient flow and patient outcomes. Dave agreed with Dr. Ziebell on how fluid the state and national government leadership guidance was on a day-to-day basis. Dr. Ziebell mentioned that there is a good possibility that there could be a resurgence of H1N1 cases in the fall. Dave added that this event made him think of the JACHO requirements of having a 96 hour sustainability supply (resources & personnel) for EMS agencies and wonders if all agencies would be able to meet this. Scott added that we might want to consider working on this as a RAC to identify what the real issues are with meeting the requirement and to see if additional grant funds would be needed. Dave said that OASPR grant funds could be used for this and he would like the RAC to consider if they have a responsibility to help outlying services meet this



requirement in the future when resources are being distributed in the region. Dave added that they are working on the MOC (Medical Operations Center) concept that would help coordinate resources and supplies during future events. Dave said a few H1N1 after action meetings are being planned and he will keep the members informed when dates are set. Kenny asked if this event brought up any communication issues related to pre-arrival instructions. Dave asked if EMS felt any call increases day-by-day and some said “no” or a “little bit”. Dave added that a JIC (Joint Information Center) was set up at CTECC IC (Combined Transportation, Emergency, and Communications Center) to help coordinate communications.

II. Trauma Registry Meetings

Dave reported that some CAT-RAC board members attended the Trauma Registry meeting last month in Dallas sponsored by TETAF. DSHS representatives also attended. Dave shared a handout with an announcement from DSHS for upcoming stakeholders meetings they are holding on this subject. Dave added that he is still going to pursue creating a regional registry. Dave will extend an invitation to the regional trauma coordinators next week to join the regional registry workgroup.

III. Committees

There are no additional committee reports since the last meeting. Dave mentioned that the strategic planning group is still coming to consensus on what we want committees to do and what direction they should be going in.

IV. OASPR

- Site Visits – see above in Chair Report
- FY09 – Dave reminded the board that grant closes July 31st.
- FY10 – Dave expects a draft workplan/deliverables to come out soon since the grant begins August 1st. Dave described the purchase of two RV trailers (25 ft.) for the purpose of mass inoculation, mass fatality management, and event command. He explained that using a product system called “Bio Seal” for temporary body storage ended up being cheaper for hospitals than using a refrigerated site. Dave also purchased two storage trailers for mass disaster cache. Funds came from OASPR funding. Initially the trailers will be stored at the CATRAC, but they will be located in the region later based on need.

Dave wants them to be dual purpose and will encourage use for non-emergency events and drills. Scott asked if a workgroup will form to work out the details of policies related to using these resources and Dave explained that he wanted to go that way. Dave clarified that the OASPR workgroup helped in the decision making on this and provided input. He explained that it is his wish to expand the involvement in these decisions and improve participation in the workgroups. Dave added that in the future he will bring more information to the board regarding purchases and grant funds expended in advance of spending them.

Juliette asked if Dave had plans for all the remaining FY 09 funds to be spent before the end of the grant period. Dave is working on it and will let the board know if he needs help determining priorities for spending the last parts of the grant. He needs to first get a sense of what’s left as of today and what requests are outstanding. Scott suggested that a quick group of board members can convene next week if Dave needs assistance determining priorities.



V. Discussion / Scuttlebutt

Kenny announced the May 16th 100 Club of Central Texas meeting where John Sneed got the Lifetime Award for service. Scott announced that prior to the final decision being made about the Austin / Travis County EMS Medical Director's position, town hall meetings where people can meet the final candidates will be held today at 4:00 and again 6:00 p.m.

VI. Next Meeting Update –

- Executive Board June 25th , 2009 1300

VII. Adjourn – Jackie adjourned the meeting at 3:28 p.m. There was a motion to adjourn by Juliette Brown, Tom Partin 2nd the motion and a unanimous vote followed.

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IX. Call To Order

X. Approval of minutes:

- April 23, 2009 Executive Board-General Membership

XI. Treasurer's Report

XII. Public Comments

XIII. Chair Report

XIV. DSHS Update

XV. Trauma Center Update

XVI. Director's Update

OLD BUSINESS:

VI. Educational Update –

- TOPIC
- Trauma-Critical Care Conference

VII. TETAF dues

VIII. Cardiac Care Workgroup

IX. Strategic Planning

X. Hurricane Drill



NEW BUSINESS:

- VIII. H1N1
- IX. Trauma Registry Meetings
- X. Committees
- XI. OASPR
 - Site Visits
 - FY09
 - FY10
- XII. Discussion / Scuttlebutt
- XIII. Next Meeting Update –
 - Executive Board June 25, 2009
- XIV. Adjourn