



**Capital Area Trauma Regional Advisory Council
Executive Board & General Membership
Meeting Minutes
January 26, 2011 - 1pm – 3 pm
St. David's Medical Office Building**

I. Call To Order

- Roll Call – Chair, Kenny Schnell called the meeting the meeting to order at 1:00 pm
- New Members – Kenny introduced the Executive Board members.
- Introductions – Kenny asked the general membership members present to introduce themselves.

II. Approval of Minutes

- October 28, 2010 Combined Executive Board & General Membership
Motion by Mike Elliot
Seconded by Gregg Knapp
In favor – 14 Board, Opposed - 0
In favor – 10 General Membership, Opposed – 0
Motion passed
- December 17, 2010 Executive Board (tabled – technical issues with recording)

III. Treasurer's Report

Tabled due to unexpected staff illness. No report available at this time.

IV. Public Comments

Melanie Tucker announced that she will be taking a new role as Director of the Central Texas RAC.

V. Chair Report

Kenny reported on a recent informative session held at DSHS regarding OASPR contract administration.

Recently DSHS conducted a contracts review/audit of CATRAC. Two auditors reviewed CATRAC documents, minutes, budgets, bylaws, contracts, etc. The review went very well and ended early due to Dave and Marilyn quickly preparing and submitting all requested documents. Dave displayed a summary of the findings for the membership and board to review (see handout on file at CATRAC) and provided a detailed explanation of each finding. He described the review process and thoroughness of the auditors. Dave relayed that it was a great learning experience. There will be some minor changes that need to be made based on their findings and it should be no problem to make those changes. Dave thanked the Board Officers for participating in both the entrance and exit meetings with the auditors. He mentioned that the final report is expected in 6-8 weeks to the CATRAC staff. Once the report is received, the RAC has 14 days to respond back to DSHS regarding the final report.



VI. DSHS Update

No one was present to provide an update.

VII. Trauma Center / Pediatric Center Update

UMCB- Dr. Brown

They are having ATLS classes in February and an ATLS instructor class in November. The Trauma Conference will be June 2-3 in the same location as last year. UMCB will be entering into their next American College of Surgeons (ACS) verification process in 2012, so data collection for the period leading up to the verification begins next month.

DCMC – Dave Golder

The 2010 Registry Data shows trauma admissions at DCMC are about 10% higher than last year. The Trauma Service has added a second trauma registrar (part-time) – Hailey Pate. The hospital has recently received approval to build another patient care tower that is being added onto the existing building. It will house over 70 new patient beds. The new tower will allow expanded services – for example, in patient rehab is one of the new planned services. The plan is to break ground in 2012 and the tower is projected to be completed in 18 -24 months. DCMC is also entering the new ACS review period in Feb 2011.

VIII. Director's Update

Dave discussed the EMS conference held in November 2010 in Austin. He felt it was very successful. He saw a lot of traffic come to the CATRAC booth and he plans on doing it again next year.

Lakeside Hospital in Bastrop closed very abruptly around the Thanksgiving time. This is significant for the RAC because there was RAC equipment in the facility. Some of the equipment was retrieved with the help of Guardian Ambulance, but some still remains.

IX. County Representative Updates

Bastrop – George Bosquette reported that the Bastrop County First Responders Association just became ALS certified in December and is a seed group for the Medical Reserve Corps.

Burnet – Darlene Posey stated that MFAEMS had an ambulance wreck. The paramedics are okay and back to work. The truck should be replaced at the end of the month.

Williamson – Kenny Schnell said they are in the midst of hiring and fully staffing a new station in Liberty Hill. They have received a grant for First Watch (real time data analysis). This will allow them to give feedback to the public and their internal customers and will help them with setting performance benchmarks. They are in the process of implementing a new CAD system to help better interface with the five county PSAPs.

Caldwell – Glen Germer said both the City of Lockhart and Luling got new ambulances. Glen thanked Melanie Tucker for her service to Lockhart EMS.



Hays – Ken Strange said they are looking at possible dispatch changes. There is lots of interest in becoming certified car seat technicians. They are putting on a disaster awareness program in Wimberley and would like to expand this further in the future.

Travis – Mike Elliot said their focus on response compliance is an on-going priority. They will be happy to take referrals from other EMS agencies to fill vacancies and are working on maximizing coverage as the population grows.

Fayette – Sharon Munzy reported that they are hosting an ALS class in February in La Grange and there are still openings. Sharon is working on organizing a high school EMS class at La Grange High School.

San Saba – Charles Peeler said that in the first week of February their ambulances will be MIC (mobile intensive care) capable for the first time in 25 years. They are currently converting to paperless charting.

Llano – Greg Knapp said that Llano Memorial Hospital is now Scott & White Llano. Llano County EMS will remain the same. Scott & White Healthcare includes clinics in Marble Falls, Mason & San Saba Counties.

OLD BUSINESS:

I. EMTF

Dave discussed this concept of 8 regions (groups of RACS) to respond in disasters. Victor Wells, state coordinator of the EMTF project who offices at STRAC, said that the EMTF concept includes 4 main components: 1) Ambulance Strike Teams, 2) MMU, 3) Ambus, 4) RN Strike Teams. Cindy Marshall is the EMTF-5 coordinator which includes CATRAC, HOTRAC, BVRAC, and CTRAC. Victor added that additional information is located on the Texas Disaster Medical System (TDMS) website at www.tdms.org. According to DSHS, OASPR money could be used to purchase EMTF supplies.

Cindy Marshall, Trauma Service Area – L Emergency Medical Task Force Coordinator
(Contact Info: 254-770-2384, EMTF@TSA-L.com)

Cindy is meeting with fire and EMS to get the word out. TEEX has an ambulance Strike Team Leader course available. Hospitals need to begin looking internally for motivated RN staff who want to be involved in RN Strike Teams. For example, if Scott and White Llano had a devastating fire, an RN Strike Team could be utilized to assist that facility. Nurses would deploy facility to facility. The Texas A&M National Center for Emergency Medical Response is exploring a possibility of developing a RN Strike Team Leader course.

II. Bylaws

The Bylaws Committee met and is looking into the logistics of adding an “Alternative Rep” to send to meetings if the Primary Rep is unable.

NEW BUSINESS:

I. Education Review:

- Spinal Motion Restriction
- Adult Coagulopathy / Head Trauma



- Field Triage

See CDC Field Triage handout.

II. Committee Reports and Action Items:

- Performance Improvement Program – Dr. Brown
- Pediatric – Injury Prevention – Paula Yuma

The report was given by Sharon Muzny, Fayette County representative. There are grant applications available for injury prevention car seat programs in our region. The car seats awarded to Lakeside Hospital will be reapportioned throughout the region due to the closure of Lakeside Hospital.

- Disaster management / OASPR

See EMTF and Director's Report above.

- Education – Chris Parker

Ben Oakley reported for Chris Parker. Kat Gann had to step down as co-chair. There is a June 4th ABLS class at Pflugerville EMS. They are looking at TNCC needs to determine a budget and working on formalizing any course request that accounts for need and budget support with a form on the RAC website.

- Stroke - Dr. Harding

He provided transport transfer guidelines, handed out stroke info sticky pads and Spanish brochures. The committee is gauging interest for Level II or III Stroke Center.

- Budget & Bylaws – Government Relations – Juliette Brown

See comments above under Bylaw agenda item.

- Pre-Hospital Care & Trans. – Hospital Care & Mgmt. – John Gonzales

There has not been a committee meeting since the last General Membership meeting. They are working on Field Triage.

- Aero Medical – Traci Fox

There has not been a committee meeting since the last General Membership meeting but Traci will be sending out a year-long calendar and then a feasibility survey to see where Air Medical assets are allocated. Respondents can fax back or use survey monkey.

III. Executive Board Elections

Upcoming board elections (terms ending) were announced.

IV. Discussion / Scuttlebutt

Jackie Gondeck announced that St. David's held an Active Shooter drill. Trauma Day at the Capitol is Feb 22nd and a senator from Tyler is trying to repeal redlight cameras and to take trauma money to balance the state budget. UMCB is hosting an ATLS class quarterly. The next one is Feb 18th-19th for ER docs. Melanie Tucker is taking the Central Texas RAC Executive Director position. Wimberley Disaster Awareness held shelter in place program.



Homeland Security has produced an Active Shooter information placards for business/public safety/bystander.

V. Adjourn

Motion by Mike Elliot

Seconded by Kimberly Gill

Motion Passed

HANDOUTS / Documents:

- Handouts at Sign in Table
- Voter sign in at Table outside Auditorium

Next Meeting Update –

- **Executive Board:** February 24, 2011 CATRAC office
- **General / Executive Combined:** April 28, 2011 **TBD**
- **Committee Meetings:** As per Chair



THURSDAY JANUARY 27, 2011

CATRAC GENERAL MEMBERSHIP/EX. BOARD

NOTE: NEW LOCATION

St. David's Medical Center Medical Office Building - 5th Floor
 Corner of E. 30th and I-35 West Frontage

MEETING	TIME	LOCATION
Injury Prev. Committee Paula Yuma	1100-1200	St. David's Medical Center Medical Office Building 5th Floor
Stroke Committee Dr. Harding	1100 - 1200	St. David's Medical Center Medical Office Building 5th Floor
EMS & Trauma Medical Directors Lunch Meeting Dr. Brown	1200 - 1300	St. David's Medical Center Medical Office Building 5th Floor
Education Committee Chris Parker Ben Oakley	1200 - 1300	St. David's Medical Center Medical Office Building 5th Floor
LUNCH	1200 - 1300	St. David's Medical Center Medical Office Building 5th Floor
General Membership & Ex. Board Quarterly Mtg	1300 - 1500	St. David's Medical Center Medical Office Building 5th Floor



Executive Board – 2011

Position Representing	Name	Affiliate Organization
Registered Nurses	Kim Gill, RN (interim)	Hospital at Westlake
Rural Physician	Dr. Bob Harding	Seton Highland Lakes
Trauma Physician	Dr. Michael Craun	St. David's Round Rock MC
Non-Lead Facility	Traci Fox, RN EMT-P	St. David's MC
Lead Facility	Dr. Carlos Brown	University MC at Brackenridge
Pre-hospital	Scott Fernandes, EMT-P	Travis County ESD #6
Pediatric Facility	Deb Brown, RN	Dell Children's Medical Center
Bastrop County	George Bousquet, EMT	Bastrop County 1 st Responders
Blanco County	Tim Vasquez, EMT-P	North Blanco EMS
Burnet County	Darlene Posey, EMT-P	Marble Falls EMS
Caldwell County	Glen Germer, EMT-P	Luling EMS
Fayette County	Sharon Muzny, EMT-P	Fayette County EMS
Hays County	Ken Strange, EMT-P	Wimberly EMS
Lee County	Sylvin Mersiovsky, EMT-P	B&M Ambulance Service
Llano County	Greg Knapp, EMT-P	Llano Memorial Hospital
San Saba County	Charles Peeler, ECA	San Saba County EMS
Consumer	Juliette Brown	Dell Children's Medical Center
Travis County	Mike Elliott, LP	Austin Travis County EMS
Williamson County	Kenny Schnell, LP	Williamson County EMS
Immediate Past Chair	Jackie Gondeck, RN	St. David's Medical Center
Executive Director	Dave Reimer, RN LP	CATRAC
Accounting	Marilyn Hollingsworth	CATRAC
Admin. Assistant	Michelle Fillman	CATRAC