



**Capital Area Trauma Regional Advisory Council
Executive Board & General Membership**

October 27, 2011

1:00 – 3:00 pm

**St. David's Medical Center, Medical Office Building (MOB),
5th Floor Classroom
(Corner of IH-35 & 30th Street) 3000 North IH35, Austin, TX**

Minutes

I. Call To Order

- Roll Call of Executive Board & General Membership Voting Members
Kenny Schnell called the meeting to order at 1:05 p.m.
Executive Board members in attendance were: Ken Strange, Darlene Posey, Greg Knapp, David Golder, Glen Germer, Sharon Muzny, Juliette Brown, Scott Fernandes, Kenny Schnell, Tim Vasquez, Charles Peeler, George Bousquet, Kim Gill, Sylvan Mersiovsky, Dr. Carlos Brown, Dr. Bob Harding
- Introductions
Kenny asked all those in attendance to introduce themselves.

II. Approval of Minutes

- September 22, 2011, Executive Board
Motion by George Bousquet
2nd by Charles Peeler
For: 16
Opposed: 0
- July 28, 2011, Executive Board & General Membership
Motion by George Bousquet
2nd by Greg Knapp
For: 16, Executive Board 2, General Membership
Opposed: 0

III. Treasurer & Financial Report

Traci had to step out to attend another meeting. Dave shared that the Financial Report was sent out several days ago to the Executive Board members. Dave explained that the EMS Pass Through Grant Funds has already left the RAC and is in the process of being distributed to the agencies.

Approval of Treasure's Report:

Motion by Ken Strange
2nd by Kenny Schnell
For: 16
Opposed: 0



IV. Public Comments

Idalia Mendez of Heart Hospital of Austin, a campus of St. David's Medical Center, announced their intent to apply for Level IV trauma designation.

V. Chair Report

Kenny offered a remembrance of Reuel Cooper of Lexington EMS who passed from cancer. Reuel was a long-standing and consistent CATRAC member for many years. He was one of the original CATRAC Board members and served as the Lee County representative from 1993 – 2001. Services for Reuel will be held in Lee County. Please see Kenny for details.

There are upcoming GETAC meetings that will be held in conjunction with the Texas EMS Conference. A TOPIC training will be held on November 21st during the conference. Recently a link was sent out for EMS providers to sign an affidavit to confirm that the numbers for the runs are correct – this impacts the formula used for funding for the EMS/RAC Pass Through Funds so it is important that the numbers are verified by the providers. A course called Highly Effective Board Members will be hosted through GETAC for RAC Board members during the EMS Conference on Monday, November 21st.

A Thank you and appreciation was noted to St. David's Medical Center for hosting and providing the food services.

VI. DSHS Update

Anne Verstrate (Office of EMS Systems) was present to provide an update. Anne shared that they have been very busy preparing for the November 19-21 GETAC meetings. She encouraged all to look at the GETAC meeting schedule and to also attend the state EMS Conference. She mentioned the location of the link for verification/affidavit of the EMS provider run totals. She added that TETAF will be live streaming all the GETAC meetings. Anne noted that the RAC Chairs meeting minutes from the last meeting have been posted.

VII. Review and Vote on Proposed Changes to CATRAC Bylaws

Kenny explained the review process and open committee meetings that had been held to edit the bylaws. He also called attention to the overview of the changes that was sent out by email to the membership last Friday with the revised bylaws.

Motion by Cristy Knapp

2nd by Charles Peeler

For: 25, General Membership and 16, Executive Committee

Against: 0

VIII. Trauma Centers Update

UMCB – Dr. Brown mentioned that there has been some media coverage around the proposed new medical school in Austin and the new Brackenridge campus. UMCB is in the midst of their ACS review year.

DCMC- Dave Golder noted that DCMC is also in its ACS review year. The ACS visit to DCMC will likely occur in the May-June 2012 timeframe. He added that the helipad construction at DCMC is wrapping up in November. They have broken ground on the construction of the new south bed tower (75 beds) that is expected to be completed in spring 2013. Dave announced an educational opportunity for nurses – the PCAR course (pediatric care after resuscitation) will be



held March 29-30 at DCMC. Interested parties can contact Dave Golder to register or go to the PCAR website. Juliette Brown announced that DCMC plans to hold a Child Passenger Safety Technician Certification Course in February. She will ask the RAC to send out information when the dates are confirmed. She added that the Injury Prevention Program currently has a vacancy for an Injury Prevention Manager. Please contact Deb Brown for more information.

St. David's Round Rock announced they had their Level II trauma survey in early October and it went very well – no deficiencies were noted. They are waiting for the official letter of Level II Trauma designation.

IX. Executive Director Update

Dave reminded all that the Texas EMS Conference is coming up. There will be a CATRAC booth and they are looking for volunteers that would like to help out at the booth. He noted that Traci Fox's daughter, Kaitlyn, has been volunteering at the CATRAC offices and she has been a huge help. Dave then shared a short presentation on the recent Bastrop County fires in the region. He commended on the cooperation and commitment of all the responders who helped in this effort. He noted the sheltering, public health and EMTF components of this disaster response.

X. Project(s) Update

- EMTF

Mark Montgomery shared that the Ambus proposal is going to City Council in November. They are working to get it approved as a sole source by City Council. There is an exercise planned for EMTF in May. Guy Stevenson shared that they are working on the MOU for the nurse strike team and are trying to get contacts from each facility to serve as the rostering contact. Dave added that these will not be volunteer positions – the EMTF staffing during a State declared event is a reimbursable cost.

XI. County Representative Updates

Hays County – Ken noted Wimberley EMS welcomed a new Medical Director, Steve Moore, who introduced himself to the Membership.

Burnet County- Darlene announced that there is a new representative for Spicewood EMS, Drew Munscher, replacing Paul Long. Marble Falls EMS is working on updating protocols.

Llano County – Gregg shared that there is a new clinic and new EMS station that opened in the Kingsland area.

Caldwell County – No updates.

Lee County – No updates.

Fayette County – Sharon explained that they had a 2700 acre fire in Fayette County during the Labor Day fire event. The fire was approaching St. Mark's Medical Center while still not under control, but some new construction for a gas line acted as a fire break, which stopped the fire before it reached the hospital, and they thus didn't need to evacuate. All press reporting on the fires in Fayette County was all wrong, causing citizens to panic. Use of Facebook actually worked more efficiently to keep the public informed of evacuations, etc.



Blanco County – Tim announced they are accepting an ambulance next week.

Williamson County – The Child Fatality Review Team met on October 13, 2011 to review 52 cases but will set a second date to finish all reviews for 2010. If you are interested in participating give Joe Granberry a call at 512-943-1264. Thanks to Marsi Ferris at Seton for hosting. They are partnering with Texans in Motion at Scott & White Healthcare to host child safety seat checks, in fact they are holding one today. They were informed yesterday that one car seat recipient last month was involved in high-speed auto accident and the child walked away uninjured. The Medical Director from Williamson County EMS, Dr. Stephen Benold, retired after 32 years of service. The new Medical Director is Dr. Jeff Jarvis. He has a professional service agreement with Williamson County EMS. Dr. Jarvis will also serve in a separate but similar capacity as the Medical Director for Marble Falls EMS and PHI Air Medical.

Bastrop County - Dave covered the discussion on the wildfires. Bastrop County First Responders had never been tasked to operate a shelter before. One of the things learned through this was how to operate a shelter and to activate their MRC (Medical Reserve Corp, part of AmeriCorps, sponsored by Office of the Surgeon General).

San Saba County – Charles announced they have hired a new director: Patricia Pratt. She is a Paramedic, has former military experience, and had been volunteering for the EMS prior to applying to the position.

XII. CATRAC Executive Board Elections

Kenny explained the positions that are open for election. He described who is eligible to vote for each type of position that is currently open on the Executive Board. Dave explained that they are using ballots this year to help formalize the process and make the counting of votes easier.

Kenny and Dave both explained that nominations are welcome from the floor at this time for any positions in addition to those already listed on the ballot sheets. Additional nominees will be written in prior to the election for that position.

All incumbents were nominated.

Caldwell County – Glen Germer, no additional nominations were made

Fayette County – Sharon Muzny, no additional nominations were made

Lee County- Sylvan Mersiovsky, no additional nominations were made

Llano County – Greg Knapp, no additional nominations were made

Trauma Physician – Dr. Craun, Dr. Neal Ware from Williamson County (Trauma Medical Director) was nominated

Rural Physician – Dr. Harding, no additional nominations were made

Consumer – Juliette Brown, no additional nominations were made

Lead Pediatric Facility – David Golder, no additional nominations were made

Registered Nurse – Kimberly Gill, no additional nominations were made

Dr. Neal Ware introduced himself, as a new nominee for Trauma Physician.

All ballots were collected by CATRAC staff and tallied.



All incumbents were re-elected to county representative positions:
Sylvan Mersiovsky received 3 of 3 votes for Lee County.
Glen Germer received 2 of 2 votes for Caldwell County.
Sharon Muzny received 1 of 1 vote for Fayette County.
Greg Knapp received 2 of 2 votes for Llano County.

Votes for the other expiring Board positions were tallied:
Trauma Physician – Dr. Neal Ware received 25 votes, Dr. Michael Craun received 14 votes.
Rural Facility – Dr. Bob Harding received 37 votes, 2 abstain.
Consumer – Juliette Brown received 37 votes, 2 abstain.
Lead Pediatric Facility – David Golder received 37 votes, 2 abstain.
Registered Nurses – Kimberly Gill received 37 votes, 2 abstain.

XIII. Committee/Workgroup Reports and Action Items

- **Air Medical – Traci Fox**

Traci Fox had to leave, but Kenny reported that they will be doing bi-annual LZ classes and gathering pre-determined LZ sites to share with all. Next meeting will be at January 2012 meeting.

- **Budget & Bylaws – Government Relations – Juliette Brown**

See above under section VII. Juliette had to leave, but Kenny reported that the committee met regularly over the past 5 months to discuss the recent Bylaw review and changes. Participation is welcomed in this committee.

- **Cardiac Care – Dr. Wozniak & Dr. Zidar**

Dr. Wozniak was unable to attend. Dave Reimer mentioned that the committee created comprehensive guidelines for the region, which are available for download from the CATRAC website. The group is very active, with Education, QI, Protocols and EMS subgroups. They hold open meetings, dates of which are also posted on the website.

- **Education – Chris Parker**

Ben Oakley presented; the committee now has a meeting schedule set for the next year. Also at the upcoming EMS conference, there will be a pre-conference class on research, sponsored in part by TX Aero Medical Association. CATRAC is sponsoring five spots in that class. The form to apply for sponsorship was in the meeting handouts, and should be returned by Friday November 4, 2011. The committee is seeking Subject Matter Experts (SME) for presenting mini-courses. Send names to Michelle Fillman if you are or know of SMEs. Kim Gill is working on an educators list, collecting names of the educators of each organization. Vangie Barefoot is working on a forensics class in April. Vangie also added that the Office of the Attorney General has a revised free SANE training; students can take training for the knowledge base alone. It is a pilot program; the first course is open only to RNs at this time. Students won't be a SANE nurse when completed; If you take the clinical portion, then you can be certified as a SANE. Each section of training (Adult/Adolescent & Pediatric) includes a day in court as part of the training.

- **Injury Prevention – Juliette Brown, Interim**

Kenny provided an update from Juliette who had to leave. The committee met today and reviewed their grant process, with two grantees in person. There was preliminary discussion about providing a three month extension to current car seat grantees to help ensure the car seat



stock is distributed. Car seats that had been given to Lakeside were re-allocated to St. David's North Austin. The committee is looking for new chairperson, as Paula Yuma has stepped down. The group briefly discussed moving their meeting time to 11am-12noon on the General Membership meeting days.

- **Performance Improvement Program – Dr. Brown**

Dr. Brown added one more item to the Trauma Facility update: The Formula One race will be coming to Austin in November 2012. UMCB, in conjunction with ATCEMS and STAR Flight will be providing Trauma Care on site for that race. Regarding PI, They continue to work on guidelines; one of their new guidelines is the adult trauma airway algorithm. This identifies patients that need either support for oxygen or ventilation, focused on non-invasive maneuvers. This is a guideline/recommendation, not a rule. The other is tourniquet management application indications and when to remove; this is on the website. Another is adult burn transfers, what to do with burn patient in the field. A concern from the committee is whether information is being disseminated outside the confines of the General Membership meetings. They have asked the education committee to hopefully get this information trickled-down through the organization to the end user. If you have issues come up in regards to improving process and systems in the region, there is a form on the website to send this information to the committee. Dave Golder said there are also Pediatric transfer guidelines, which has been submitted to the executive committee for review.

- **Pre-Hospital Care & Trans. – Mark Montgomery**

Mark stated that the committee is working on triage tags and regional exposure guidelines/multiple exposures. The committee is looking at revamping/purchasing new triage tags for the region. There is a standard one, but they want to make it better and more user friendly for the pre-hospital and hospital users. Additionally, they are looking at how to track patients, not only in a medical disaster, but also in fire and/or law enforcement disaster events. Darlene Posey spoke about the Exposure Guideline workgroup who met this morning. They decided that before moving forward, they will need input from hospital systems. They want to create a regional guideline to apply everywhere, so she invited people from hospital systems for input on capabilities and needs. The Pre-Hospital Committee will be meeting November 17, 2011 at 10am, prior to the Board Meeting at the CATRAC offices.

- **Regional Preparedness & Response Committee (RPRC) – CATRAC Staff**

This committee has created a finance workgroup to help in planning projects. This year we will have shorter timelines with regard to getting the funds encumbered. The RPRC meetings are held the second Friday every month and we welcome participation, including by conference call. Also, the "Too Prepared to Be Scared" booklets have been popular. CATRAC has a large cache of those if your facility needs them. There are 80 in a box.

- **Stroke - Dr. Harding**

He reported there was a good turnout today. They are still working on a regional stroke plan, and have found a developer. They reviewed some other RACs' stroke plans hoping to develop something similar and discussed stroke prevention. They are looking into a \$10mil grant for rural healthcare, with more information on that soon. They discussed developing an advocacy subcommittee for lobbying with the state. Stroke brochures are available. If more are needed, CATRAC can accommodate.



The following Committees are in transition/development and have no reports.

- *Hospital Care & Mgmt-*
- *Disaster Management-*
- *Pediatric-*

OLD BUSINESS:

XIV. Strategic Planning

The Strategic Planning team met on August 29 and October 13. The next meeting will be in November, date TBD.

NEW BUSINESS:

XV. Discussion / Scuttlebutt

St. David's North Austin Medical Center is opening their free-standing ED on December 6, 2011, located at Tollways 130 + 45. The Bee Caves location opened in the first part of August. They are fully-capable EDs with CT Scan 24/7, a trauma bay for drive-ups and will accept ambulance or EMS services. The state has considered looking at guidelines for free-standing EDs.

Remmy Morris reminded everyone of the Children with Special Healthcare Needs class being held at Brackenridge on Saturday. The registrations are closed, but you can email Remmy if you want to discuss late registration call in: rpmorris@seton.org

XVI. Adjourn

The meeting adjourned at 2:42pm.

HANDOUTS / Documents:

- CATRAC Bylaws (proposed changes)

Next Meeting Update:

- **Executive Board:** November 17, 2011 at CATRAC 1200 - 1400
- **General / Executive Combined:** January 26, 2012 at St. David's Medical Office Building
- **Committee Meetings:** As Per Committee Chair

Juliette Brown, Secretary
Executive Board
Capital Area Trauma Regional Advisory Council

Date



***** NOTE: COMMITTEE MEETINGS PRIOR TO GENERAL MEMBERSHIP MEETING *****

TUESDAY, OCTOBER 25, 2011

Education Committee

0900 – 1100

CATRAC Office

THURSDAY, OCTOBER 27, 2011

CATRAC GENERAL MEMBERSHIP/EX. BOARD

NOTE: LOCATION

**St. David's Medical Center, Medical Office Building (MOB)
5th Floor Classroom
(Corner of IH-35 & 30th Street) 3000 North IH35, Austin, TX**

MEETING	TIME	LOCATION
Injury Prev. Committee Juliette Brown	1000 - 1100	St. David's Medical Center MOB – 5 th Floor Classroom
Air Medical Committee Traci Fox	1100 - 1200	St. David's Medical Center MOB – 5 th Floor Classroom
Stroke Committee Bob Harding	1100 - 1200	St. David's Medical Center MOB – 5 th Floor Classroom
EMS & Trauma Medical Directors Dr. Brown	1200 - 1300	St. David's Medical Center MOB – 5 th Floor Classroom
LUNCH	1200 – 1300	St. David's Medical Center MOB 5 th Floor Classroom
General Membership & Ex. Board Quarterly Meeting	1300 – 1500	St. David's Medical Center MOB 5 th Floor Classroom



2011

Executive Board & General Membership Meeting Calendar

DATE	MEETING TYPE	TIME	LOCATION	
Jan. 27, 2011	Lunch Gen. Memb./Exec. Board	12 pm-1 pm 1 pm-3 pm	St. David's MOB Auditorium	
Feb. 24, 2011	Executive Board	1 pm-3 pm	CATRAC Office-Suite 200	
March 24, 2011	Executive Board	1 pm-3 pm	CATRAC Office-Suite 200	
April 28, 2011			APRIL MEETING CANCELLED	
May 26, 2011	Lunch Gen. Memb./Exec. Board	12 pm-1 pm 1 pm-3 pm	Seton Administrative Office St. Vincent de Paul Room	
June 23, 2011	Executive Board	1 pm-3 pm	CATRAC Office-Suite 200	
July 28, 2011	Lunch Gen. Memb./Exec. Board	12 pm-1 pm 1 pm-3 pm	St. David's Medical Center Medical Office Building	
Aug. 25, 2011	Executive Board	1 pm-3 pm	CATRAC Office-Suite 200	
Sept. 22, 2011	Executive Board	1 pm-3 pm	CATRAC Office-Suite 200	
Oct. 27, 2011	Lunch Gen. Memb./Exec. Board	12 pm-1 pm 1 pm-3 pm	St. David's Medical Center Medical Office Building	
Nov. 17, 2011	Holiday Schedule	Executive Board	1 pm-3 pm	CATRAC Office-Suite 200
Dec. 15, 2011	Holiday Schedule	Executive Board	1 pm-3 pm	CATRAC Office-Suite 200

**CATRAC Committee scheduling will be based on need and the discretion of the Committee Chairperson.*

Executive Board – Meets 4th Thursday of the month (Exception: Thanksgiving & Christmas Holidays)
 Combined General Membership & Executive Board – Meets the 4th Thursday of January, April, July, and October.

For further information call (512) 926-6184, or email apassistant@catrac.org

4100 Ed Bluestein Blvd., Suite 200 Austin, TX 78721 Phone 512-926-6184 Fax 512-926-2777



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	David Golder (interim)	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	Wimberley EMS
Lee County	Sylvin Mersiovsky, EMT-P	B&M Ambulance Service
Llano County	Greg Knapp, EMT-P	Scott and White Healthcare Llano
San Saba County	Charles Peeler, ECA	San Saba County EMS
Consumer	Juliette Brown, MPH	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
Emergency Prep. Coord.	Robin Wiatrek, MPH	CATRAC
Accounting	Marilyn Hollingsworth	CATRAC
Admin. Assistant	Michelle Fillman	CATRAC



2012

Executive Board & General Membership Meeting Calendar

DATE	MEETING TYPE	TIME	LOCATION
Jan. 26, 2012	Lunch General Member/ Exec. Board	12 pm-1 pm 1 pm-3 pm	St. David's Medical Center Medical Office Building
Feb. 23, 2012	Executive Board	12 pm-2 pm	CATRAC Office-Suite 200
March 22, 2012	Executive Board	12 pm-2 pm	CATRAC Office-Suite 200
April 26, 2012	Lunch General Member/ Exec. Board	12 pm-1 pm 1 pm-3pm	St. David's Medical Center Medical Office Building
May 24, 2012	Executive Board	12 pm-2 pm	CATRAC Office-Suite 200
June 28, 2012	Executive Board	12 pm-2 pm	CATRAC Office-Suite 200
July 26, 2012	Lunch General Member/ Exec. Board	12 pm-1 pm 1 pm-3 pm	St. David's Medical Center Medical Office Building
Aug. 23, 2012	Executive Board	12 pm-2 pm	CATRAC Office-Suite 200
Sept. 27, 2012	Executive Board	12 pm-2 pm	CATRAC Office-Suite 200
Oct. 25, 2012	Lunch General Member/ Exec. Board	12 pm-1 pm 1 pm-3 pm	St. David's Medical Center Medical Office Building
Nov. 15, 2012	Holiday Schedule Executive Board	12 pm-2 pm	CATRAC Office-Suite 200
Dec. 20, 2012	Holiday Schedule Executive Board	12 pm-2 pm	CATRAC Office-Suite 200

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