



**Capital Area Trauma Regional Advisory Council
Executive Board
Meeting Minutes
March 24, 2011 - 1 – 3 pm
CATRAC Office
4100 Ed Bluestein Blvd Suite 200, Austin, TX 78721**

I. Call To Order / Introductions / Sign In

Kenny Schnell called the meeting to order at 1:07 p.m. Kenny asked all attendees to introduce themselves.

II. Approval of Minutes

Per Dave Reimer, the January minutes approval was tabled to next month.

GETAC February Meeting Review - Dave mentioned that he felt that the membership would benefit from attending the quarterly meetings at GETAC. He asked for feedback from the members who attended the February meeting. Several attendees agreed that the meeting was informative and would like to attend one again in the future. Dave mentioned that the minutes from previous meetings will be posted to the website thanks to Michelle's help.

III. Treasurer's Report

Traci Fox reported that she recently updated the signature cards with the bank CATRAC uses. Traci has been working with Marilyn Hollingsworth on tying up loose ends from the audit findings and making sure all issues have been fully resolved. Traci is learning how to reconcile the bank statements each month.

Motion by Charles Peeler to approve the Treasurer's Report
Seconded by Kimberly Gill
In favor: 15
Opposed: 0

IV. Public Comments

None were made.

V. Chair Report

Kenny reported that the February GETAC meeting was very informative about how the RACs fit in at the state level. DSHS reported minimal participation of EMS organizations in the EMS /Trauma Data Registry Solutions Workgroup. Kenny volunteered to participate in this group and has attended subsequent meetings. Texas was supposed to be NEMSIS III compliant in 2010 in order to identify data collection points in the registry. Changes to the data registry program have slowed down the timeline. The data collected at the state level flows up to the NEMSIS system at the national level. The switch to ICD 10 coding is scheduled to occur in October 2013.

Remmy Morris noted that right now the focus of the state registry is on trauma data however, they are looking at including Stroke & STEMI data. This has not been approved yet but background work is being conducted to look at the added costs and FTEs needed to include these too in addition to trauma.

Scott Fernandes noted that as the state registry project moves forward the RAC might want to look at how it can support those EMS organizations that are not currently using electronic medical records (EMR) to facilitate the flow of data in the region, to the state and up to the national level. Jackie Gondeck asked if organizations can use Local Project Grant (LPG) funds for this type of project and Anne Verstraete (DSHS) stated they could.

Dr. Neel Ware from Seton Medical Center Williamson added that if the whole RAC were using the same type of EMR it would be very helpful in the future when the units arrive at the hospital in order to quickly download the entire EMR at the facility. Kenny noted that it might be difficult to get all organizations on the same system since many have been operating for a long time and some organizations are very particular about the type of system they use and data points they collect can differ. He acknowledged that it would be very advantageous to push all the EMS data directly to the hospitals and that should remain a goal despite some of the differences that may exist in the systems in use. Darlene Posey noted that this would be good feedback for the vendors so they can take this type of use into account when they develop the data collection tools.

Kenny stated that he and Dave will be attending a meeting on April 8th in Houston. This meeting involves the RACs looking at how and what changes need to be looked at regarding RAC makeup and direction in Texas Administrative Code (TAC) 157 which comes up for review before the next legislative session. The group will also look at recent recommendations by American College of Surgeons (ACS) review of the DSHS Trauma System.

VI. DSHS Update

Anne Verstraete distributed the RAC Chair meeting minutes to the membership. She added that the EMS magazine will be getting a new look and will include more trauma related articles. The review of TAC 157 in the past has been conducted section by section. After the current legislative session, the chapter will be reviewed in its entirety. There are planned, open meetings for public comments including other times as designated by the state.

There will be a new RFP posted April 1st that relates to the costs for local paramedic organizations that are seeking accreditation (funds up to \$4,900 of the costs). This is in addition to the LPG allowable grant activities.

The Texas EMS Conference will be held in Austin in 2011. Kelly Harrell is the contact.

There is an alternate organization that conducts hospital stroke designations (alternate to the Joint Commission, JACHO) that is DMV. Some have used it and found it to be a lot cheaper than using JACHO.

VII. Trauma Center Update

UMCB (Dr. Carlos Brown) – Dr. Brown reminded the members of the Annual Trauma Conference in Austin at the AT&T Center on June 2-3 that will have top speakers from all over the country. He added that the information is on the Seton website and there are flyers available today. (It is also on the CATRAC website). UMCB will be undergoing its ACS review in the summer of 2012.

DCMC (Juliette Brown) – Juliette mentioned that DCMC is on the same schedule as UMCB for ACS review and verification renewal and will be hosting the ACS in spring/summer of 2012. In general, things have been very busy at DCMC with a very high patient census. The hospital is in the design phase of constructing a new bed tower that will be completed in 2013. The CATRAC Injury Prevention Committee just finished making project awards on its second round of available CATRAC funding. Three proposals were funded to the following organizations: Fayette County EMS, Austin/Travis Co. EMS, and Williamson Co. EMS.

VIII. Director's Update

Dave welcomed Robin Wiatrek as a new employee. Her background with CAPCOG is going to be very helpful. Robin gave a brief summary of her experience and qualifications. Her official title is Emergency Preparedness Coordinator.

Scott Fernandes and Dave have been talking about doing site visits to the EMS constituents in the region as well as hospitals to increase knowledge of CATRAC activities. We want to put out a brochure that explains what the RAC does and what it can do for them.

Dave said that CATRAC is currently reviewing the process of how grant funds are allocated for efficiency and regional needs. From the OASPR standpoint, a finance workgroup will be coordinated to identify improvement processes on how funds are disbursed. The Injury Prevention Committee is already working on how they determine projects to allocate funds.

Dave had a meeting today at St. Mark's about the MS 150 Bike Ride. He and Sharon Muzny are going to another meeting on April 1 regarding some EMS issues, patient tracking and to discuss the number of potential people that will be seeking medical services on April 16-17. Race officials expect about 13,000 riders and additional support groups, about 40,000 people in LaGrange for a day. Riders will start on Saturday from Houston to LaGrange, spend the night in LaGrange, and have the option of stopping or finishing at the Bob Bullock Museum in Austin the next day.

Traci Fox commented that the EMS conference is in Austin again this year and next year. Booth space is already available for exhibitors and we can save \$100.00 if we register before September 1. She suggested having a sign-up sheet with different agencies spending time there, maybe two at a time. She would really like to see us step up our participation as a RAC this year. Jackie said she really enjoyed participating in the CATRAC booth at the EMS conference last year.

IX. County Rep Updates

Fayette County – Sharon appreciates CATRAC's help and participation in organizing the MS150. Through funds other than CATRAC, they will be purchasing four new LifePak 15 Cardiac Monitors to put in each of their frontline units. They also just received a full body manikin.

Blanco County – Tim Vasquez did not talk to Mike West to get an update on Blanco EMS. He knows they are working on getting three power stretchers. They already work with electronic charting. North Blanco Co. EMS in Johnson City is still working on getting a Director as they are still under an interim director. They are working on getting electronic charting going; the ESD's have purchased Firehouse software.

Burnet County – Marble Falls Area EMS is shopping for different electronic software. They are due to get a new remounted truck in service next month. Call volume is up, and they may be getting a new station in the next 18 months. They are looking at getting involved in Take Heart

America/Austin, a 10 minute CPR training for lay persons. This is something they can do at their Elder Care Fair, Children's Day in the Park, etc. It is compression-only CPR.

Traci added that she thinks the Take Heart America/Austin is through a grant and they have a goal of training a certain number of people in this region. Hillary Higden at the Austin Fire Department is the point of contact. Currently, the goal is to have every City of Austin employee trained in CPR.

Hays County – Ken Strange says he is going to pick up a kit and will display at the Take Heart America CPR information in Wimberley on Saturday for their Disaster Preparedness Day. This is the first year to conduct the disaster preparedness day and they plan to do one annually. They have invited the Health Dept., Sheriff's Dept., Fire Dept., EMS, Ham Radios, etc. to demonstrate what they are going to do in the Wimberley area should there be a huge disaster. They are up to three EMS services in Hays County including San Marcos/Hays County, Buda FD, and Wimberley. They are working diligently to put in a consolidated dispatch center for the county. They have four PSAPS right now and they are working on trying to consolidate them and still allow for effective territorial coverage.

Llano County – Gregg Knapp reported that they got three Zoll Cardiac Monitors on their trucks with telemetry and they are looking into the Toughbook system for transmitting information. They are going to have a bicycle rodeo soon. Pedernales Electric Coop. employees gave them \$2,000.00 to buy helmets. Discussion focused on how other agencies fax EKG's. Dr. Harding said the region has cardiac outreach representatives who could coordinate with a local cardiologist to facilitate an EKG class.

Traci Fox said there was a 12-lead class which PHI helped with and there should be an upcoming STEMI recognition class put on by Air Evac. This is a great example of how the RAC has really supported our EMS in raising their capabilities and improving patient care in the outlying regions.

Bastrop County – George Bousquet reported that Guardian did not have an update to provide at the meeting. George said that the Bastrop County First Responder Association now has a contract with the county to provide first response. They are an ALS Certified, all-volunteer First Responder Organization. Per their agreement with the county, they have to be skills tested to Guardian's standards. They do not have 12-lead capability at this time, but are planning to grow and be able to provide ALS services. There are three FROs in the county, but they have molded into one organization under the Bastrop County Firefighter's Association. The other two First Responder Organizations, which are Five Points Fire Department and Elgin Fire Department have taken one organization under their wing, so there is one umbrella organization where all the FRO's can come together and talk about common training needs, direction for services and growing EMS in Bastrop County. They have had some significant progress over the last three or four months. He has not been able to get in touch with Smithville but hopefully by next month he will have some updates from Smithville First Responders.

Jackie asked George if they have looked at applying for money for the heart monitors through the Local Project Grants. Ann Verstraete said that a grant can also be written to the Texas Dept. of Rural Affairs for funding. Remmy said she will get with him and give him the contact information.

Traci asked if they have given any thought/planning to the MS150 coming through Bastrop. George said last year was the first year they didn't ask for FRO help because they have their own medics and chase vehicles. They are always prepared and always have activity. Guardian will normally call him if they need help and they can put people out along the route. It is coordinated between Guardian EMS and the Bastrop Police and Sheriff's Departments.

Lee County – Sylvin Mersiovsky – They just wrapped up a Basic EMT class. They have been doing electronic run sheets but they are changing within the next 60 days or so to a web-based system.

San Saba County – Charlie Peeler – They are very happy with their new 12-lead monitor. Their EMS is trying to raise some money for another ambulance as DSHS gave them \$35,000.00 and they are trying to raise the rest.

Caldwell County – Glen Germer – Lockhart got a new ambulance in service the first of the year. Luling got a new ambulance in service in February. CAPCOG cut funding for regional dispatch centers, one being in Luling, therefore their priority is consolidation of dispatch. Dave asked if Lockhart got a new EMS Director or a Medical Director. Glen said they do not have an EMS director, however the individual currently in charge is Jerry Doyle, Lockhart Fire Chief. They do have a medical director. Dave reminded the board that their previous director, Melanie Tucker, is now the Executive Director for RAC L.

Williamson County – Kenny Schnell - The hospital partnerships are going well. Leander and Taylor in Williamson County are having the same discussions concerning the CAPCOG dispatch funding cuts. A new CAD system for Williamson Co. will interface with several of the existing PSAPs in the county. Williamson County EMS hired six new employees and will be opening a new station on August 8. Through Safe Kids and the child fatality review team, they issued a public service announcement regarding don't lock your kids in the car. They promoted April Pool's Day which is a drowning prevention program due to 16 incidences in Williamson County in 2010. Six of those individuals died. They have been conducting child safety seat inspections, working with Texans in Motion. Their Philips monitors tie patient information and electronic patient care reports and are submitted through the internet and fax to hospitals so they can access via a computer or fax. They are moving forward with First Watch, a CAD type surveillance program. They are also in the process of developing a salary survey and job description for a new medical director as Dr. Benold is retiring after 35 years of being their medical director.

Additional Updates - Dave thanked Scott Fernandes for the use of Lake Travis Fire and Rescue's conference booth setup during the EMS Conference. It was a big success. Jackie stated that she participated in Trauma Day at the Capitol which educates the legislators on why trauma funding is needed. About 100 people participated two years ago but this year there was about 200. There was a hearing at the senate to make it a felony for people who assault a healthcare worker. Currently, it is a felony to assault police, fire, and EMS but not a nurse. Dave mentioned that the changes to the driver responsibility bill got withdrawn.

OLD BUSINESS:

I. TETAF

One of their big objectives is to follow legislative issues. Their website is TETAF.org. If you ever need any help getting in touch with your legislators, give them a call.

II. EMTF

Kenny asked if Dave would send out meeting dates for EMTF. The regional EMTF conference calls are weekly on Friday from 1400 to 1530, and the State call is every Friday from 1000-1200 with face-to-face meeting every other month. EMTF will involve all of us regardless of your discipline and Dave will send out a link to the website

III. Attestation Statements – Signatures

Dave reminded the board members that they have to sign attestation statements per DSHS contact requirements.

IV. Attendance

Attendance at the Executive Board and General Membership is very important. Based on CATRAC's last audit by DSHS, attendance records will be monitored by CATRAC based on the CATRAC bylaws. During the audit DSHS reviewed the meeting attendance records and identified this as an item to improve. Discussion followed regarding attendance and the use of alternates to the various positions both on the Executive Board and General Membership.

Dave informed the Executive Board that Deb Brown emailed him that she could not attend and due to her time commitment she would have to remove herself from the board.

Kenny Schnell made a motion to get the Bylaw Committee to meet and make a resolution.
Seconded by Charles Peeler
In favor: 15
Opposed: 0

V. Trauma Registry

The group will review the discussion notes at the next meeting.

VI. Other

No discussion.

NEW BUSINESS:

I. New Staff Member

See Director's Update.

II. Proposals / Requests

George Bousquet has submitted a proposal to Dave looking for funding for new radios in their area for some of their responders. Dave is working with the state EMTF to trade some of their older radios that they are not going to be able to use. These radios may be able to be used for that proposal. Dave will email the proposal to the board.

III. Committee Updates / Protocol

A motion was made by Scott Fernandes to table the committee updates due to the meeting length.

IV. Discussion / Scuttlebutt

Greg Knapp reported that the merger with Scott & White Hospital is done, but as far as breaking ground on the new hospital location nothing has occurred. He does not really anticipate hearing anything for several more months.

Dave informed everyone that they have been asked to present a panel discussion of the November 2010 Regional Functional Exercise at the upcoming Texas Emergency Management Conference in San Antonio. Ron Weaver–St. David's Georgetown Hospital, Scott Parker-

WILCO Communications, Robin Wiatrek-CATRAC, Dave Reimer-CATRAC and Ryan Miller-Williamson County Health District will be presenting.

V. Next Meeting Update –

The next General Membership/Executive Board meeting, scheduled for April 28, is the same week as the Texas Emergency Management Conference (Homeland Security/Hurricane Conference combined). Staff wanted to identify who is going the conference and will be unavailable for the General Membership Meeting. Jackie had secured the room at St. David's for the April meeting. It was decided that May 26 would be better meeting date instead of moving the meeting up to April 21 as it allows people time to change their schedules. Jackie will release the rooms she has reserved.

A motion was made to cancel the General Membership Meeting on April 28 and reschedule to May 26 in conjunction with the Executive Board Meeting.

Motion by Greg Knapp
Seconded by Tim Vasquez
In favor: 12
Opposed: 0

Jackie and Remmy will check on a meeting space. A notification of cancellation of the General Membership Meeting can be put on the website. There is no Executive Board Meeting for April.

VI. Adjourn

Motion by Ken Strange
Seconded by Sylvain Mersiovsky
In favor: 11
Opposed: 0



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	Lunch Gen. Memb./Exec. Board	12 pm-1 pm 1 pm-3 pm	Rescheduled due to Texas Emergency Mgmt. Conf.
May 26, 2011	Lunch Gen. Memb./Exec. Board	12 pm-1 pm 1 pm – 3 pm	Seton Administrative Office 1345 Philomena St. Austin
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	
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	
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

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