



**Capital Area Trauma Regional Advisory Council
Executive Board
June 23, 2011
1:00 – 3:00 pm
CATRAC Offices
4100 Ed Bluestein Blvd Suite 200, Austin 78721**

Minutes

I. Call To Order

Kenny Schnell called the meeting to order at 1:00 PM. He asked the board members to introduce themselves as well as any guests that were present.

II. Approval of Minutes

- May 26, 2011, Executive Board & General Membership

Motion made by Darlene Posey to approve minutes

Seconded by Sylvan Mersiovsky

In Favor: 10

Opposed: 0

Abstain: 1

III. Treasurer & Financial Report

Traci provided an overview explanation of the summary report that was provided. There is a line item in the negative due to some travel costs that were not initially budgeted. Marilyn can do a line item amendment to cover those costs from another line item.

Motion made by Gregg Knapp to approve budget.

Seconded by Scott Fernandes

In Favor: 11

Opposed: 0

IV. Public Comments

Remmy Morris asked if the CATRAC has any literature that can be given out to the health care community that highlights the RAC and its mission. Traci pointed out that there was a flyer created last year for the EMS conference. Dave will get that to Remmy in the interim until a more polished piece is developed.

V. Chair Report

Kenny reported that the Texas Trauma Registry Solutions Work Group is moving forward. The current discussions are centered on including drowning/near drowning data as a part of the new registry process. The pre-hospital work group meeting went well and was well attended. Kenny is working with Robin on getting out a survey monkey questionnaire to pre-hospital providers on how they are reporting patient data. Meetings are held the 3rd Thursday of the month from 12-2



pm. The annual RAC needs assessment is under revision and will be disseminated in the near future to RAC members.

VI. DSHS Update

Anne Verstrate provided the update. Tony Gilchrest from EMSC recently presented data on essential pediatric equipment at the May RAC Chair meeting. Texas compared well to national averages. The presentations and meeting notes are listed on the DSHS Trauma website under the RAC section.

TAC Chapter 157 is going through a revision period that will include vetting through various GETAC committees. Anne reminded the members that any person can come to the GETAC meetings and make public comments on this regardless of GETAC formal membership. The deadline for public comments is September 30, 2011. The RAC staff will send out the link to the RAC workgroup webpage where TAC Chap 157 revisions are being considered by RAC representatives.

Scott Fernandes asked Anne if she knew of any “hot topic” proposed changes in 157, not just the parts in Section 123. She mentioned that there is discussion about dropping all the language about creating the RACs since that has already been done.

Anne then reported on the RAC response to the ACS recommendations. There was discussion about process improvement opportunities and responses to the actual ACS recommendations. RAC responses will be summarized and fed up to the GETAC strategic planning work group.

Remmy asked if acute care will be considered/represented at the GETAC strategic planning retreat. Scott explained that there is a current process for inclusion whereby cardiac and stroke issues can be vetted through the respective GETAC committee.

VII. Trauma Center / Pediatric Center Update

Dr. Brown – UBMC - The annual trauma conference was very successful. Dr. Harding asked about the possibility of starting a critical care fellowship at UMCB. Dr. Brown stated that it is in the works and will come into play as the residency program matures to having 5th year residents. He added that UMCB has begun their ACS review year and will have a visit from the ACS next summer.

Juliette Brown – DCMC – Juliette reminded the membership that Deb Brown officially resigned from the board due to time constraints related to being assigned additional duties beyond her role as Trauma Service Line Director at DCMC. Deb has recommended Dave Golder as her interim replacement. Kenny accepted this appointment and no one on the board had an issue with this. Juliette reminded the board that DCMC will be building a new bed tower and the building plans are complete at this point. Construction is scheduled to be complete in 2013. She added that DCMC is also in their ACS review year and expects a successful visit from the ACS next summer.

VIII. Executive Director Update

The paperwork to submission for the County Pass Through Funds is due July 30th. Marilyn reminded the members of the process for submitting the appropriate paperwork (e.g., reports, invoices, and cancelled checks).



Dave mentioned that CATRAC is compiling a list of committee meetings and their frequency in order to get a schedule and post to the website. The goal is to schedule committee meetings so they don't overlap and members can attend all they choose.

Dave is exploring with the property managers the option of renting more space in this building for extra meeting space. A preliminary figure of \$ 1000.00 per month was proposed to the property managers to add Suite 207 (previous office space) to our lease. The RAC participation is growing and the demand for meeting space at the RAC site is increasing. They are still negotiating on the rate for the extra space. The current lease is up October 31, 2011. Any rate increases in the monthly rent of the current space are presently being negotiated.

For the OASPR FY12 funding cycle, Dave explained that staff has created a project worksheet to help identify regional projects and help potential awardees to explain and justify their projects. The new OASPR grant cycle starts July 1, 2011 and ends July 30th 2012. Organizations will have until July 31st to submit the project worksheets to RAC staff. The RAC staff will collate them and present them to the RPR to consider and discuss. Juliette asked if the staff could prepare an executive summary of the RPR workgroup recommendations for funding that can be presented to the executive board for approval. Dave said they could do that.

IX. Project(s) Update

- EMTF- Dave referred the members to the one page handout in the board member packets for a summary of the current status of this project. He added that the next big push will be RN recruitment for RN strike teams.
- TDVR – Dave and Robin attended a training for the Texas Disaster Volunteer Registry program which provided updates to the system. TDVR (also known as ESRVP) is used as a registration portal for medical and lay persons to be called upon during a response.

X. County Representative Updates

- Darlene Posey – Burnet Co. – They have hired three new employees at Marble Falls EMS.
- Ken Strange- Hays Co. – They are using a new CAD system called Nighthawk.
- Gregg Knapp – Llano Co. – They have hired 2 new medics and will now be fully staffed. They recently installed the OASPR funded generator at the hospital.
- Sylvan Mersiovsky- Lee Co. – They have begun to use the Zoll system on run sheets and are busy getting used to the new format.
- Sharon Muzny – Fayette Co. – Nothing to update.
- Kenny Schnell – Williamson Co. – Their new CAD system is rolled out and they are ironing out any wrinkles. He noted that Seton Williamson recently received their level II ACS designation.
- Scott Fernandes – Travis Co. – Scott provided the update since Mike Elliott or no other representative was present. The Deputy Medical Director position has been offered to Juan Gonzales.
- Jeremy Driver - Bastrop County – Jeremy said that there is new management for Guardian EMS. Dr. Dunn, a Fort Hood Trauma Surgeon, is their new Medical Director.

XI. Committee/Workgroup Reports and Action Items

- **Air Medical – Traci Fox –**
The committee did not meet this month. The next meeting will be on the same day as the July general membership meeting. They will continue working on establishing the goals for the committee.
- **Budget & Bylaws – Government Relations – Juliette Brown**
Upcoming committee meetings are scheduled on 7/7 and 7/15 at 11:00 at the CATRAC offices. All are welcome to attend (conference calling is an option).
- **Cardiac Care –**
The next meeting is July 6th at the AHA office on Stonelake from 8:00-9:30 am.
- **Education – Chris Parker**
No update provided.
- **Injury Prevention – Paula Yuma**
Juliette reminded the members that this committee meets at 10 a.m. prior to each general membership meeting. The next meeting will be July 28th. She added that Paula will be going out on maternity leave soon. Juliette will be helping out the committee as needed while Paula is out.
- **Performance Improvement Program – Dr. Brown**
The committee met this week. They are working on the adult trauma airway algorithm (pre-hospital) and the tourniquet algorithm (both hospital and pre-hospital). Both are almost in the final iteration.
- **Pre-Hospital Care & Trans. – pending**
Kenny reported that there were three persons interested in serving as leadership for the Pre-Hospital Committee. Kenny recommended the chair of the committee be Mark Montgomery with Austin/Travis County EMS. Darlene Posey, Marble Falls EMS, and Jim Persons will serve as Co-Chairs for the committee. During the meeting, they discussed electronic patient reporting and the new St. David's Free Standing Emergency Center. The next meeting will be July 21 at Noon at CATRAC.
- **Regional Preparedness & Response Committee (RPRC) – CATRAC Staff**
The last meeting was held June 10 and information was reported on the common items found through the decon assessments conducted at the hospitals. The closeout for FY11 OASPR funds and staffed introduced the CATRAC FY12 Project Worksheet as mentioned earlier.
- **Stroke - Dr. Harding**
Remmy Morris and Rhonda Mackie are interested in co-chair positions. Dr. Harding said they are looking for more EMS representation. Next meeting is August 25 at 11:00 AM at CATRAC. St. David's Round Rock and Seton Hays are looking to be stroke centers. The committee is discussing data collection and ways to effectively utilize data.



- *Hospital Care & Mgmt- No report.*
- *Disaster Management- No report.*
- *Pediatric- No report.*

OLD BUSINESS:

Gregg Knapp inquired as to whether it would be possible to move the Executive Committee meeting to Noon instead of 1:00PM. This time change would only be for the meetings not associated with the Executive Board/General Membership meetings. He said it was mentioned before at one of the meetings. Robin will send out a poll to Board Members and results will be brought to the Executive Committee/General Membership meeting in July for a vote.

NEW BUSINESS:

XII. FY12 OASPR

Dave provided a high level summary of the FY 12 budget submitted to DSHS on June 17th for each budget category. He gave a detailed summary of the items listed in the "other" category of the proposed budget totaling \$119,271.00. Dave explained that one of the line items is related to having an asset supply individual available to move/transport assets on an on-call basis and for 24 hr emergency response for asset deployment as well as assist with supply and asset coordination. This contracted individual was funded at the same cost last year, FY11. He added that he initially sought specific approval from DSHS on this item in FY11 since the contracted individual is James Reimer, Dave's brother. After coordination and discussion with DSHS, DSHS approved the FY11 line item due to the appropriate documentation and that the amount allocated for this line item was appropriate for the description of work. This same documentation and line item description of work will be requested in FY12.

Motion made by Greg Knapp to accept FY12 renewal application to DSHS
Seconded by Sylvan Mersiovsky
In Favor: 12
Opposed: 0

XIII. EMS County Pass Through Distribution Plan

Dave said that CATRAC has to provide DSHS with any changes or revisions to the disbursement plan for the county pass through funds which is the 1131/911/3588 Trauma System funds. Only eligible 911 transporting agency can receive the funds. There was discussion to look at other RAC plans. The formula does not work well for air services.

XIV. Discussion / Scuttlebutt

None reported.

XV. Adjourn

Motion made by Ken Strange
Seconded by Traci Fox



HANDOUTS / Documents:

Next Meeting Update:

- **General / Executive Combined:** July 28, 2011 at St. David's Medical Office Building
- **Executive Board:** August 25, 2011 at CATRAC
- **Committee Meetings:** As Per Committee Chair