

**Capital Area Trauma Regional Advisory Council
Executive Board
May 24, 2012
12:00 – 2:00 pm
CATRAC Offices
4100 Ed Bluestein Blvd Suite 200, Austin 78721**

Agenda

I. Call To Order

- **Roll Call of Executive Board** – Kenny called the meeting to order and called for roll of the CATRAC Executive Board.
- **Introductions** - Introductions of the Executive Board and guests were conducted.

II. Minutes

Review of General Membership/Executive Board Meeting 4/26/2012 –
A motion was made by Dr. Ware and seconded by Glen Germer to approve the minutes. It was approved with no changes.
For: 11 Opposed: 0 Abstain: 1

III. Public Comments

Ryan Moeller introduced himself. He is member of the Capital Area Council of Governments (CAPCOG) Homeland Security Task Force and co-chair of the Public Health and Medical Preparedness Coalition which is a subcommittee under the CAPCOG Homeland Security Task Force. He works as the Emergency Preparedness Coordinator at the Williamson County & Cities Health District. Kenny asked Ryan to think about ways we can better interface with the coalition and public health at the CATRAC and what other partnerships we can leverage. Kenny suggested bringing all the medical directors to the pre-hospital committee meeting to further communication between the two groups.

IV. Treasurer & Financial Report

Ken Strange mentioned that he missed the last meeting due to being in Johnson City to attend a program as part of the CATRAC banking business. The office furniture the board approved for the CATRAC classroom/meeting space has been ordered and is expected to arrive at the end of June. There is a new line item called "MMU supplies" related to recent need for supplies – this was on the approved DSHS HPP budget amendment. Dave clarified that the MMU supplies were based off need for the MS 150 event. They have learned that the supplies (e.g. types of beds, privacy curtains, etc.) will sometimes vary based on the event the MMU is being used for. There are plans and funds to purchase more of both of these. Ken referred all attendees to the budget summary handout in the board packets provided.

Gregg Knapp made the motion to approve the budget as presented and it was seconded by Kim Gill. For: 12 Opposed: 0

V. Chair Report

Kenny shared an update from DSHS that is asking for volunteers to assist with testing of the EMS/Trauma registry to test the flow of data entry and the data

dictionary. Kenny will ask Robin to forward this request out to CATRAC Board members. Kenny reminded members that you can customize the automated emails you receive from DSHS – he will share the information on how to do this and access the simplified sign up process.

Kenny noted that under the DSHS HPP contract for FY13, DSHS is keeping funding for personnel costs as level funding. Therefore, CATRAC cannot hire any additional staff under personnel costs for FY13, however some contracting may be an option the staff and the Ex. Board expressed and interest in exploring this option given the work load on the current staff. Dave added that they are exploring the use of interns as another option.

Kenny will ask Robin to send along a few other updates from DSHS, in particular re: TX HSC 181. There continues to be back orders and shortages of critical medications in the region. Kenny shared some of the strategies that Wilco is using to help alleviate the situation. Glen asked the group if anyone had an update on when shortage relief can be expected. Scott shared some of the details that Dr. Hinchey explained are related to the ability to get more meds. He shared that there are multiple complex factors in play and there are quite a few bureaucratic hurdles as well.

VI. DSHS Update

Anne Verstraete has accepted another position in Healthcare Quality at DSHS to work for Rene Clack. She will be doing rule writing and CMS reporting. She begins the new position on June 11th. She is hopeful that her position will be filled so the connection with the RACs will be maintained. She complimented CATRAC on the work that has been done.

Dave thanked Anne for all her support in the past with the many projects that CATRAC has been involved in. Anne had been one of our most consistent DSHS members to attend our meetings and has gone out of her way to assist us with concerns and any questions we have had. We will miss her and at the same time wish her the best in her new position.

VII. Trauma Centers Update

Seton Williamson Medical Center – Dr. Ware said that the numbers are a bit higher than last year. Marsi Faris has resigned and the position of Trauma Program Manager has been posted. They have been working on the geriatric trauma program and had a very productive preliminary meeting that looked at admission orders. He discussed a possible environmental assessment tool that can be used by first responders to assess a senior's home. It takes into consideration the dwelling, cleanliness, social structure, and hazards. He brought the tool and asked if the CATRAC would be interested in adopting the use of a tool like this region-wide. He shared some local data about the growth of the over 65 population and the potential for more senior injuries. There was some general discussion about how this idea could be put into play in our region and there was a general willingness from EMS providers to collect data electronically when they are in a senior's home.

Dell Children's Medical Center (DCMC) – They are hosting the American College of Surgeons (ACS) for a visit today. They hosted a Child Passenger Safety (CPS)Tech Class. They are working on the statewide Texas Injury and Violence Prevention Conference scheduled for the end of June.

Dave announced that Seton Medical Center Hays is now a verified Level IV Trauma Center.

VIII. Executive Director Update

Dave recognized that it was EMS week and said thank you to the EMS providers for their service. He also recognized the spotlight on CATRAC and EMS in Seton EMS Week publication. Robin thanked Remmy Morris for taking on the newsletter project.

Dave mentioned the Medicaid 1115 Waiver changes as it relates to state's ability to expand Medicaid managed care.

Dave referred the board to the DSHS Desk Review letter in their packet. The audit is comprehensive of EMS-RAC funding, Tobacco RAC funding, and essential criteria for RACs. CATRAC sent in the requested documentation and is awaiting response from DSHS.

IX. Project(s) Update

- **EMTF Exercise at Gatesville on May 1-3, 2012**

Dave presented a summary with some photos of the exercise. Presentation slides are on file at the CATRAC offices. There is an Ambulance Staging Re-fresher and a Medical Incident Support Team re-fresher course that are coming up at the end of May. Contact Robin for more details.

X. County Representative Updates

Fayette County – Sharon Muzny reported no new updates.

Burnet County – Darlene Posey reported that there was a Spartan Race in Burnet County last weekend (extreme obstacle course). They have hired three new part-time employees at MFEMS and they are doing ride outs.

Bastrop County – There were no new updates.

Lee County – Sylvin reported no new updates.

Llano County – Gregg mentioned that there is a new Seton Clinic in Kingsland.

Caldwell County – Glen thanked all the hospitals and facilities that have supported EMS week. Upcoming events in Caldwell County are the Lockhart Chisholm Trail Round Up and Watermelon Thump – both in June.

Hays County – Ken reported that they recently held a duck race (fundraiser for Wimberley EMS) and it went well.

Williamson County – Kenny also said thank you to all the hospitals that have supported EMS this week. They are conducting child safety seat check at the old Taylor high school. They are had a planning meeting regarding Formula One racing, Circuit of the Americas, to discuss operations with Travis County and also on traffic, hotel rooms, and other possible impacts to Williamson County. They are offering continuing education for first responders and have partnered with the Wilco Fire Chiefs Association. Dr. Jarvis will be pushing out a competency training. Kenny has been preparing his departmental budget and has asked for a 20% increase for the EMS budget to build infrastructure including personnel.

Travis County – Mike Elliot was not in attendance but Robin reported for him based on his email. ATCEMS had over 100 applicants for Medic I positions and offered positions to 9 people. Participation in planning continues with the Formula One Track for the event in November. A special thanks to all hospitals for EMS week. They have taken delivery of two Patient Decon System Trailers. Each trailer includes pre-plumbed decon tents, generators, hot water heaters, collection bladders, etc and is a standalone capability. Mike will do a show and tell at a later date. The Austin Fire Dept. is under a hiring process. They had 4500 applications and picked 1500 to move forward with the oral interview process. This is for a firefighter/EMT. They will start with a class of about 80.

Blanco County – No one was in attendance to provide an update.

San Saba County – No one was in attendance to provide an update.

XI. Committee/Workgroup Reports

- **Performance Improvement-Trauma Committee – Dr. Brown, Chair**
Dave reported they did not meet this month but will be meeting on the 3rd Tuesday of next month. They are in the process of finalizing the email list for EMS medical directors and trauma coordinators. CATRAC will be getting the EMS medical directors and trauma medical directors together for a meeting soon. Dr. Harding suggested adding the ED directors to this meeting.
- **Air Medical Workgroup– Traci Fox, Chair**
It was reported that the committee has been experiencing good communication from facilities regarding any issues related to helipad safety and usage. They recently hosted a helicopter safety training and it went well. They are looking to expand the topics and host it again.
- **Bylaws Committee – Juliette Brown, Chair**
Committee has not met. They will start in late summer to address some of the tabled ideas from last year's bylaws revisions.
- **Cardiac Care Committee– Dr. Wozniak & Dr. Zidar, Co-Chairs**
Scott shared that A/TCEMS ideas to purchase a tool to help monitor pace of CPR/resuscitation. Kenny shared what tools Wilco uses to provide CPR feedback.
- **Education Committee – Chris Parker, Chair**
The committee will meet in June. Shiners' Burn Hospital Galveston is hosting an ABLS Class being held at Seton Medical Center Hays. Scott pointed out that there is \$13,000 still left in the budget. Dave mentioned that it needs to be spent by August. Juliette mentioned that the Texas Injury Prevention & Violence conference would be glad to accept some funding from the CATRAC to offset the costs of the conference. The board suggested that she make a formal email request to the Education Committee regarding this need.
- **Injury Prevention Committee – Juliette Brown, Interim Chair**
They are looking for a chair and co-chair. There was interest from Linda Galvan, however it was stated that Linda resigned from St. David's. They are

looking to showcase some of the current grantee program successes on the CATRAC website. Fayette County EMS and Wilco EMS are drafting a brief summary of their grant programs and Juliette will forward to CATRAC staff for posting on the CATRAC website.

- **Pre-Hospital Committee – Mark Montgomery, Chair**
Jim Persons reported that as they were looking at the number of triage tags to order, they realized that they need to promote membership to CATRAC to some of the non-member agencies. They reviewed a draft of the bloodborne pathogens exposure template.
- **Regional Preparedness & Response Committee (RPRC) – Freddy Krail, Chair**
The May meeting focused on the closeout of FY12 funding, identifying projects for FY13, and discussions for inventory tagging.
- **Stroke Committee - Dr. Harding, Chair**
The next meeting will be in July. Laurie Stallings is the director of stroke at Seton and she is getting more involved. The group is discussing the trials that are occurring in the region. Dr. Warek is revamping the stroke program and Dr. Rutledge is the chair of the stroke group for GETAC.
- **Trauma Coordinators/Registry Workgroup – Gaylen Tips and Karla Hosick, Co-Chairs**
The committee has not met.

OLD BUSINESS:

XII. TETAF/RAC Subscription Fees

The TETAC/RAC subscription fee was tabled until next month.

NEW BUSINESS:

XIII. FY13 HPP Renewal Application

Dave said that CATRAC submitted the application and the Board was provided a handout of the budget. Negotiations with DSHS will need to occur therefore, the FY13 application was tabled for discussion until next month.

XIV. Action Item: A-133 Audit Engagement Letter

Ken Strange made a motion to accept using Randy Walker & Associates for the A-133 audit and it was seconded by Glen Germer. The motion passed.

For: 12 Opposed: 0

XV. Discussion / Scuttlebutt

Glen asked about the status of the SAFE Start program that Richard Harrington presented to the Board. Glen noted that in the March meeting minutes it would be rolled out in 60 days. Robin said she will follow-up.

Dr. Harding asked if the new Lakeway hospital is part of the RAC yet. Dave said no. There was discussion that patient load is lower than their initial projections.

XVI. Adjourn

A motion was made by Dr. Harding to adjourn the meeting and it was seconded by Sylvan Mersiovsky. The motion passed and the meeting adjourned at 2:30.

HANDOUTS / Documents:

- CATRAC FY13 HPP Renewal Budget, Texas Healthcare Transformation and Quality Improvement 1115 Wavier, TETAF/RAC , Randy Walker & Co. A-133 Audit Engagement Letter

Next Meeting Update:

- **Executive Board:** June 21, 2012 at St. David's Medical
- **General / Executive Combined:** July 26, 2012 at St. David's Medical Office Building
- **Committee Meetings:** As Per Committee Chair
 - **Regional Preparedness and Response Committee:** June 8 at 0900 at CATRAC
 - **Performance Improvement - Trauma:** June 19 at 1000 at UMCB
 - **Education Committee:** June 26 at 0900 at 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

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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Executive Board – 2012

Position Representing	Name	Affiliate Organization
Registered Nurses	Kim Gill, RN	Hospital at Westlake
Rural Physician	Dr. Bob Harding	Seton Highland Lakes
Trauma Physician	Dr. Neal Ware	Seton Medical Center Williamson
Non-Lead Facility	Traci Fox, RN, EMT-P (CATRAC Secretary)	St. David's MC
Lead Facility	Dr. Carlos Brown	University MC at Brackenridge
Pre-hospital	Scott Fernandes, EMT-P (CATRAC Vice-Chair)	Travis County ESD #6
Pediatric Facility	David Golder, 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 (CATRAC Treasurer)	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 (CATRAC Chair)	Williamson County EMS
	Jackie Gondeck, RN *(CATRAC Immediate Past Chair)	St. David's Medical Center

*Non-Voting

CATRAC		
Executive Director	Dave Reimer, RN LP	CATRAC Staff
Emergency Prep. Coord.	Robin Wiatrek, MPH	CATRAC Staff
Accounting	Marilyn Hollingsworth	CATRAC Staff
Admin. Assistant	Michelle Fillman	CATRAC Staff