

**Capital Area Trauma Regional Advisory Council
Executive Board
September 27, 2012
12:00 – 2:00 pm
CATRAC Offices
4100 Ed Bluestein Blvd Suite 200, Austin 78721**

MINUTES

- I. Call To Order – 12:02 pm**
 - Roll Call of Executive Board and Introductions
- II. Approval of Minutes**
 - August 23, 2012 – Motion by Kenny Schnell, 2nd by Kim Gill. Approved: 14-0.
- III. Public Comments - None reported.**
- IV. Treasurer & Financial Report – A verbal report was provided.**
- V. Chair Report - SMART triage training here today. Website www.smartmci.com. HPP performance measures manual released. If you did not get it, let Kenny know. Webinar for EMS data dictionary is Tuesday, Oct. 9 at 10-1130. Tiffany Munoz from DSHS is the contact. For EMS reps to get password, etc., you must attend one of the webinars. Kelly Harrell is asking for info from EMS providers to be shared in the Texas EMS magazine. See Kenny if you need the contact info for Kelly.**
- VI. Old Business:**
 - a. CATRAC Procurement Policy – CATRAC staff is still finalizing what the standard policy template will be for all CATRAC policies. Changes were requested by Dave Golder, Glen Germer and Kenny to close gaps in spending limits. Dave Reimer noted the changes. Gregg Knapp asked what the checks and balances were for the amounts not required to be approved by the board. Dave Reimer explained the process for signing the checks for the payments. No other concerns were raised. A motion to approve the policy with the changes noted was made by Dr. Ware and 2nd by Kenny Schnell. Approved: 14-0.
- VII. New Business:**
 - a. Discussion to cancel November 15 meeting, and reschedule December meeting to 12/13/12. A motion of above was made by Traci Fox and 2nd by Kenny Schnell. Approved: 14-0.
 - b. Hospital Preparedness Program (HPP) Budget Summary – Texas spent 98% this year. CATRAC expended all the allocated funds from the grant. For FY'13, new RFP comes out. There is confusion on the state process. At the last RAC chairs meeting, it was discussed that with the new RFP, they were going to do away with the indirect funds for this, opening the door to other entities to apply for the grant. This is a concern to the RAC chairs. A suggestion by DSHS at the last GETAC RAC Chairs meeting was made for the RACs to band together to submit an RFP. We looked at making the EMTF region a “coalition”. At a later HPP meeting the contracting unit team wasn't familiar with that suggestion. No answers yet. Dave sees benefits in the coalition concept (i.e., medical coverage, strength in numbers in bid process). Melanie Tucker has left CTRAC. A new executive director request is being posted. CTRAC remains the lead RAC for the EMTF-7 project. The final MOU for DSHS mission tasking has been finalized through EMTF. Dave will forward to the membership when the version is electronic. It is due to be signed by December 31, 2012 by any agency that has or will be involved in state requested missions for reimbursement. If you have

any questions, contact Dave Reimer. DSHS reimbursement is affected by this MOU and if new one isn't signed, it will affect the agency's ability to be reimbursed in a disaster. The goal is for the turnaround on reimbursement to be reduced.

- c. Vacant CATRAC Executive Board positions – Rural Physician and Consumer. Dr. Harding has stepped down as from the board as the Rural Physician and the stroke committee. Ken Strange made motion to accept Dr. Harding's resignation, 2nd by Gregg Knapp. Scott asked that the board be sure to thank him for his service. Approved: 14-0.

VIII. DSHS Update - No report.

- IX. Trauma Centers Update – Levels I, II, and IV** – Dr. Ware stated that the geriatric trauma program rollout is delayed until October 8th. Standard set to have the patient ready to go to rehab by day 3 of admission. Gaylen Tipps stated that relationship based care is narrowing down to person centered care. This is a big initiative and Brackenridge is installing care boards (white boards in room). Dell Children's got their ACS letter and DSHS letter for re-designation of Level I. Dell Children's 3rd tower will open early summer 2013 and also they are seeking a new director for the trauma program. Deb Brown was promoted.

- X. Executive Director Update** - Dave Reimer stated that CATRAC staff are actively looking for IT support. Three vendors are being evaluated. Refer to the spreadsheet in packet detailing costs from them. Vintage IT was both the most cost effective and offered the services we needed. Ken Strange made motion to allow RAC admin to \$5,500/yr to establish IT support. Questions about contract asked. Dave R. states it would be a monthly agreement. Vintage is an Austin-based company. Dave Golder asked why the wide range in costs. When initially looking at this service, the ad hoc services were not as desirable. The trend is for monthly service and that is the more reputable way to go per Michelle. Gregg Knapp 2nd the motion. It was approved 14-0. Dave R. asked if hospitals are concerned about the impact F1 may have on patient care and transport. Do we need to set up the MMU to help with the patient load anticipated (i.e., transport protocol to take level IV and level V patients)? It would not be funded by the state and could possibly come out of our training budgets. It was suggested by Gaylen Tipps that Dave contact the ED directors to see what the concerns are.

- XI. EMTF** - Mike Elliot – MOU was discussed earlier. Mike Elliott said the AMBUS is here but it still needs to be stocked, graphics need to be added, etc. A tentative show and tell will be at RAC offices for January, 2013 meeting.

- XII. County Representative Updates – Blanco County** – Ben said they have been busy and their COGs are being implemented Monday. **Fayette County** – Sharon reported that the Weimar hospital closed. 25% of transports went there and they are now transporting to other entities. Schulenburg clinic and Flatonia clinics closed. **Burnet County** – Darlene reported that Spicewood Destruction Derby went well. The Marble Falls Area EMS fish fry is next Wednesday. They are finishing evaluations for billing and ePCR and monitors. They are hiring for an operations director as Johnny Campbell has been promoted to Executive Director. **Lee County** – Sylvan reported that a remount on a vehicle is done. **Llano County** – Greg reported that Scott and White has construction underway on clinic portion of hospital site on Hwy 71 and Hwy 281. **Caldwell County** – Glen had nothing new to report for Caldwell County. **Williamson County** – Kenny said they have eight new cadets. The Williamson County Commissioners Court, approved the EMS budget for 4 additional personnel. **Hays County** – Ken said that Tom Partin is retiring from San Marcos/Hays County EMS and the position is posted. Wimberley EMS is going smooth. **Travis County** – Mike reported that there is new staffing on trucks. Four

hiring processes per year are scheduled. RFP was sent out for new cardiac monitors.

XIII. Committee/Workgroup Reports

- **Air Medical** – Traci Fox, Chair – They are reviewing current communications agreement. They want to tighten up the procedures before F1. Casey Ping from STARFlight is point on communicating FAA procedures for F1. There will be a TFR over the track and over 1000 private helicopters are predicted to be operating in and around the track ferrying spectators. Helipad cameras are in place and operational. Travis County and STARFlight are the leads for granting access to the helipad views. Mission Lifeline EMS protocols that pertain to air medical were reviewed and recommendations for changes are being taken back to the ML committee.
- **Bylaws** – Chair Vacant – No meetings have been held.
- **Cardiac Care** – Dr. Wozniak & Dr. Zidar, Co-Chairs – Traci stated that the protocols committee is reviewing regional treatment guidelines. Physician and EMS participation is encouraged.
- **Education** – Chris Parker, Chair – Ben Oakley – No report available.
- **Injury Prevention** – Stewart Williams, Interim Chair -Stewart W. introduced himself to the group as he is the interim replacement to former chair, Juliette Brown. No report available.
- **Performance Improvement-Trauma** – Dr. Brown, Chair – Gaylen reported that their call for data is 98% complete. Also, Joe Granberry crafted a mission statement and a draft has been sent out for review/further revisions. Dave added that the EMS Medical Directors met today and plan to meet quarterly going forward.
- **Pre-Hospital** – Mark Montgomery, Chair – Mark stated that a meeting was held this morning. They covered Urban Shield and Formula 1. Also the Regional Bloodborne Pathogen meeting held in Pflugerville last month had a great turnout. Stakeholders from hospital, pre-hospital and the health departments were in attendance. They also discussed the new triage tags and the SMART Triage system training underway this week. A final draft of the Nurses' MOU for EMTF has been developed.
- **Regional Preparedness & Response Committee (RPRC)** – Freddy Krail, Chair – Dave had no new report for this committee.
- **Stroke** – Chair Vacant - No meeting has been held. The committee needs a new chair. Also, Frank from Seton Hays reported that Seton Medical Center Hays has achieved primary stroke center designation earlier this month.

XIV. Discussion / Scuttlebutt – None voiced

XV. Adjourn - Meeting adjourned at 1415.