



**Capital Area Trauma Regional Advisory Council  
Executive Board & General Membership  
October 24, 2013  
1:00 – 3:00 pm  
St. David's Medical Center  
5<sup>th</sup> Floor Auditorium  
919 East 32<sup>nd</sup> Street, Austin, TX**

## Meeting Minutes

- I. **Call To Order** - Kenny Schnell called the meeting to order at 1301.
  - Roll Call of Executive Board & General Membership Voting Members – Kenny took the Board roll call.
  - Introductions – Kenny asked for all present to introduce themselves.
  
- II. **Approval of Minutes**
  - a. July 25, 2013, Executive Board & General Membership – Motion by Chris Postiglione, second by Dr. Aydelotte – 40-0; motion carried.
  - b. September 26, 2013, Executive Board – Motion by Kenny Schnell, second by Ken Strange – 13-0; motion carried.
  
- III. **Formula One Presentation by Wes Hopkins ATCEMS** - Commander Wes Hopkins from ATCEMS presented an overview over the Formula One event. Event will have an Area Command at the EOC, COTA Command at the track, and Central Command downtown. Only helicopter site at 2247/Mopac on top of parking garage. Expecting a significantly reduced amount of helicopter traffic this year. UT is having a game that weekend, kickoff time unknown but likely to be 7pm. Traffic congestion due to road closures expected. Formula 1 Fan Fest downtown will present additional traffic congestion due to additional road closures. Shuttle buses will be loading from the Austin Convention Center. No impact anticipated on IH-35, but will have issues on Trinity/San Jacinto. APD will be controlling intersections; ambulance traffic should activate their lights if they need to get through.
  
- IV. **Public Comments** – No public comment.
  
- V. **Treasurer & Financial Report** – Marilyn reported that the only thing to report was the FY14 Budgets are ready for approval.
  - a. **Tobacco & RAC budget approval** - The Tobacco Grant still has additional room for admin (indirect) expenditures to allow items to be moved around later in the year depending on how admin operations go throughout the year. A motion was made by Greg Knapp, second by Scott Fernandes. Motion carried, 11-0.
  
- VI. **Chair Report** - Kenny reported that today we will be doing board elections as well as voting on bylaw revisions. He had nothing else to report.
  
- VII. **Executive Director Report** – Dave Reimer presented some goals that CATRAC would like to work toward to help CATRAC become one of the premiere RACs in the state especially since we are located in the Capital of Texas. We have a huge group of knowledge, compassionate, and enthusiastic regional partners to help us in achieving that title. Some of those goals include formalizing the informal processes

we use everyday to leave a consistent message for others to follow, utilize the huge knowledge base we have both in our staff as well as regional partners, become a major player in the EMTF system for our region and the state, and utilize the numerous planned events we have in our region to help better prepare us for the many unplanned events that our region is faced with.

Dave also introduced Glenn Spradlin, the new CATRAC staff member. He worked for St. David's North Austin Medical Center, and then worked for City of Austin Office of Homeland Security and Emergency Management. He wrote the Mass Fatality plan for the region and he is very excited to be a part of CATRAC.

**VIII. Executive Board Action Items – None**

**IX. DSHS Update** – Kenny provided an update for DSHS, reminding everyone in EMS/FRO that re-licensure is coming up so get to work on that.

**X. Approval of Revisions to CATRAC Bylaws** - Dave Reimer presented the proposed bylaw revisions as presented on the attachment "Bylaws - Proposed Revisions 2013 - Overview". Questions were presented in regards to the Trauma Coordinators/Registry as they are currently not listed as a committee in the bylaws. At present it is a workgroup, but it has never been converted to a committee in the bylaws. Discussion was opened to the floor, and Ken Strange and Diana Kraus supported Trauma Coordinators/Registry being a committee. It was suggested instead of deleting Patient Care Committee, just change Patient Care Committee to Trauma Coordinators/Registry committee. Guy Stevenson asked if Rehab Centers and Systems as a whole could become members of the RAC. Dave mentioned that the Bylaws Committee would like to look at membership/fee schedule at greater depth at a later date to evaluate this and ensure that we are including everyone. A motion was made by Kim Gill to accept the proposed bylaw revisions with the additional change of changing the Patient Care Committee to the Trauma Coordinators/Registry committee, seconded by Ken Strange. Motion carried 39-0.

**XI. Trauma Centers Update** – Dr. Aydelotte from UMCBrackenridge reported that preparations are still underway for the construction of the new UMCB, and that UMCB is in the process of hiring another trauma surgeon to further strengthen their team. Furthermore, UMCB will be doing their reverification starting in January. St. David's Round Rock is currently working on revalidation.

**XII. Emergency Medical Task Force Update** – Curtis McDonald, the EMTF7 Coordinator, introduced himself to the group. He discussed MOA's - EMS were mailed out to them this month, EMS agencies need to get the signed copies back. As far as hospitals, Seton and St. David's are being addressed at the network level. Other facilities need to talk to Curtis. EMTF Exercise in South Padre for Spring Break. South Padre Island has 60,000 hotel rooms, 1 hospital with only 40 beds. Last year, the Mobile Medical Unit (MMU) that was established, saw 700 patients a day at Spring Break. EMTF7 will be there on Friday/Saturday/Sunday participating along with three other EMTF groups in the MMU. Expecting to see 1200-1400 patients a day those days. All area hotel rooms are already booked. He also discussed the RN Strike Team concept and that the EMTF still needs a lot of RN's for the strike team. He is working with Guy Stevenson to head up this effort. Curtis is also working on having more local EMTF meetings. The next EMTF7 Meeting is November 18th at 1pm and it will be held at the CATRAC office.

**XIII. County Representative Updates -**

- a. **Travis** - ATCEMS is rolling out new monitors.
- b. **Blanco** - Blanco EMS working on changes with FD. North Blanco County EMS had no report.
- c. **Caldwell** - No report.
- d. **Fayette** - Starting a new injury prevention program utilizing clowns. So far has been very well received.
- e. **Lee** - No report.
- f. **Hays** - Working on a co-location dispatch center.
- g. **Llano** - No report.
- h. **Williamson** - Opened new facility, working on interface between other PSAP. Implemented Medical Priority Dispatching. Putting out a Request for Proposal for EKG Monitors, rolling out community paramedic programs. Cardiovascular, hypertension, diabetes. Community paramedic program manager is posting soon. Grant is a 5-year grant. Working on re-admissions and high utilization. Doing basic assessments in the region. Working with patient advocacy. Will have a 1-800-help line.

**XIV. CATRAC Executive Board Elections** - The General Membership completed their ballots for elections. Robin Wiatrek from CATRAC compiled the votes and counted them. The following individuals were elected by ballot for a period of 2 years.

- Lead Pediatric Facility - Diana Kraus
- Rural Physician - Dr. Steven Moore
- Trauma Physician - Dr. Neel Ware
- Registered Nurses - Kimberly Gill
- Consumer - Annie Burwell
- Caldwell County - Glen Germer
- Fayette County - Sharon Muzny
- Lee County - Sylvan Mersiovsky
- Llano County - Cristy Knapp

**XV. Committee/Workgroup Reports and Action Items**

- a. **Air Medical – Traci Fox:** Joe Flores reported on the meeting today. He reported that today they talked about the NOTAM system and how it works. They also decided that they needed to add Seton Security and St. David's security for NOTAMs from the facility.
- b. **Bylaws – vacant:** No Report
- c. **Cardiac Care – Dr. Wozniak & Dr. Gigliotti:** The Mission: Lifeline app is out and available from the Apple App Store. It is the only Mission: Lifeline application so far and has the current Cardiac Care protocols. The android app will soon be available.
- d. **Education – Chris Parker:** Ben Oakley reported that the Community Medical Outreach conference will be held on November 14th & 15th at South Austin Hospital, the cost is \$50. To register or for more information, visit the CATRAC website. Ben also reported that it is new fiscal year so if you have any classes to request, please submit a form to the committee.
- e. **Injury Prevention – Stewart Williams, Interim:** Reviewed the 2013 Injury Prevention mini-grants. The committee wants to do more research on what all injury prevention programs and resources are available in the region. A survey will be going out regarding this. The mini-grant will continue in 2014, applications will be coming out soon. Looking at using some funding for education.

- f. **Performance Improvement Program – Dr. Brown:** Dr. Aydelotte reported on behalf of PI. The big movement in the PI committee is to look at a way to mesh data from the various data platforms in the region. More to follow in the next several months. The committee is also going to work on more case studies/case presentations to do more performance improvement education.
  - g. **Pre-Hospital – Jim Persons & Robert Hartigan:** Robert Hartigan reported on their meeting today. The committee identified 10 locations throughout the region to place the mass casualty supply caches. The committee reviewed ePCR platforms to see what platforms each system is using as well as what monitors are being used throughout the region. Talked about Multi Causality Incident capabilities throughout the region.
  - h. **Regional Preparedness & Response Committee (RPRC) – Freddy Krail & Mike Elliott:** No Report.
  - i. **Stroke - Dr. Morton:** Dr. Morton presented the committee report. Has been a very successful few months. Currently looking at the way patients are presently being routed. Also looking at performance improvement metrics, a data dictionary, etc. Third workgroup is community education and outreach. Standardizing encodes for stroke alerts and transfer of care. Have a lot of work to do.
  - j. **Trauma Coordinators/Registry – Karla Hosick:** Mass Casualty, getting information from the hospitals to the pre-hospitals. Talked about the trauma systems plan. Developing a workgroup to work on the trauma systems plan.
- XVI. Events / Exercise:** Nothing to report
- XVII. Other Business:** Nothing to report
- XVIII. Discussion / Scuttlebutt -** Mike Elliott / Dr. Morton requested that a future agenda item be placed requesting a steering committee or some sort of mechanism to facilitate communications between committees.
- XIX. Adjourn –** A motion to adjourn was made by Ken Strange, seconded by Robert Hartigan. Motion carried. The meeting was adjourned by Kenny Schnell at 2:55pm.

#### **HANDOUTS / Documents:**

- 2013 & 2014 Meeting calendars

#### Next Meeting Updates:

- **Executive Board:** November 21, 2013 at CATRAC
- **General / Executive Combined:** January 23, 2014 at St. David's Medical Center Medical Office Building
- **Committee Meetings:** As Per Committee Chair