



**Capital Area Trauma Regional Advisory Council  
Executive Board  
November 21, 2013  
12:00 – 2:00 pm  
CATRAC Offices  
4100 Ed Bluestein Blvd Suite 207, Austin 78721**

## **Meeting Minutes**

- I. **Call To Order** - Meeting was called to order at 12:05 PM.
  - Roll Call of Executive Board –
    - **Phone:** Steve Garcia, Annie Burwell, Michelle Fillman.
    - **Present:** Dr. Neel Ware, Scott Fernandes, Diana Kraus, Ben Oakley, Darlene Parker, Greg Knapp, Sharon Muzny, Ken Strange, Kenny Schnell, Dave Reimer, Dr. Jason Aydelotte, Mike Elliott
    - **Absent:** Kim Gill, Dr. Steve Moore, Sylvin Mersiovsky, Glen Germer, Pat Pratt
    - **Visitors:** Jackie Gondeck, Jim Persons, Mike Hastings, Chris Alexander, John Gonzales, Dan Cohen, Danny Johns, Tye Harvey, Robert Hartigan, Frank Urias.
  - Introductions – Meeting was called to order at 12:05 PM.
  - Approval of minutes – Minutes for October were tabled until January's General Membership meeting.
  
- II. **Presentation of Hospital Data Exchange (HDE) Presentation by Tye Harvey, ESO Solutions**  
– Some agencies are already using ESO products: In Williamson County EMS, Marble Falls EMS, Buda Fire & SMHCEMS. St. David's Network is participating in HDE. Williamson County gets data from them. Hospitals have concerns about sharing information across networks. Less expensive if purchased at volume. Cost estimate: EMS pays \$1000/year to connect if they are an ESO customer. EMS pays about \$2500 if not an ESO customer. Hospitals are charged about \$5000/year for each facility (regardless of network affiliation) based on volume. Dr. Aydelotte suggested it may be a hard-sell with regard to sharing data between networks. Ben asked about sending to multiple destinations. Tye said users can send discrete data to go to as many places as needed all at once, which could eliminate this issue (PI, de-identified data).
  
- III. **Public Comments** – none
  
- IV. **Treasurer/Finance Report:** Ken reported no big anomalies. Presented the report a little behind, have completed through 9/30/13. Motion to approve by Greg, seconded by Dr. Ware. Approved 13-0.
  
- V. **Chair Report** – Kenny Schnell said he would love to see HDE as a RAC project. Possibly implement through use of trauma distribution funds as other RACs have done through leveraging funds for regional projects. Ken suggested a subcommittee to research this and bring back to the board. Workgroup should include both EMS and hospitals from the start. RAC staff can put out email to get it going. Dr. Aydelotte suggested putting it through PI committee.
  
- VI. **DSHS Update** – none
  
- VII. **Executive Director Update** – CATRAC set up DRASH tents through request of City of Austin for to be used for admin support during the October 31<sup>st</sup> Halloween flood response at the Dove

Springs Family Assistance Center. They were up for about one week. Very well received by Response volunteers and public impacted by the flood event. F1 and football weekend was non eventful. Hospitals did not report being overwhelmed at all.

Dave addressed Board attendance and conference calling. In the organizational bylaws, it's mandated Board members attend 75% of the Board meetings. Conference calling is there for convenience, but don't over use it. Pay attention to why you aren't attending. If you don't have time for the commitment, it's not fair to constituents. Recognize when your facility or organization duties may hinder your commitment as a board member Dave shared attendance chart in handout.

**VIII. CATRAC Executive Board Open Positions –**

- a. Non-Lead Facility – Kenny remarked that a few people expressed interest in the position including Jackie Gondeck, Karla Hosick and Linda Galvan. Kenny asked Jackie to leave room (others were not present) and asked the Board for input. After a discussion, Jackie was chosen to be appointed.
- b. Secretary – Volunteers to fill Secretary role were requested. Ben Oakley is appointed.

**IX. CATRAC Executive Board Training Video & Attestation Forms –** Those present watched the video, and signed on the attestation form as it was passed around. This video can also be found at <http://www.catrac.org/board.html>

**X. Discussion on CATRAC Committee Structure –** This topic was brought up at the last meeting, regarding how committees can share information, project info, etc. It was suggested committee chairs meet to discuss what is being worked on, eliminate duplication of effort. Discussion at the Executive Board level was tabled until the next meeting.

**XI. Trauma Centers Update –**

- a. UMCBrackenridge: Dean of the school for the new Medical School to be hired in the next month or two, followed by a chairman. Moving forward on straightening Red River, and process of building new facility. No other personnel changes.
- b. Seton Williamson: Had 2<sup>nd</sup> biggest volume month since they opened.
- c. Dell Children's: Just prepping for winter/Holiday time.

**XII. Emergency Medical Task Force (EMTF) Update –** In Spring, doing an exercise in the Valley at South Padre Island for Spring Break. MOUs with EMS – were able to add fire departments and first responder organizations to assist with that and be able to participate in the reimbursement process depending on the event classification. Not a lot of wording needed to be changed to achieve this.

**XIII. County Reps Update:**

- a. **Hays** – Ken said they are working on getting radio systems together. Still waiting for the 900 systems at dispatch, with new radios ordered. Wimberley EMS is also building a new handbook with Exposure control plan. Buda Fire had flood issues secondary to October 31<sup>st</sup> incident, and are living out of temporary quarters.
- b. **Blanco**: Ben reported they are working on the radio system, VHF trunking system, for Burnet, Blanco and Llano counties. Towers are live, testing is done, now in programming phase. Ready in January 2014 to cut over.
- c. **Fayette**: Sharon reported they are moving more toward a community paramedic program.
- d. **Llano**: Greg will bring Cristy in as Llano County representative in January and expressed appreciation for his tenure with this board.
- e. **Travis**: Mike Elliott reported working with rollout of the Zoll 12 Lead monitors. The crews are happy with the new monitors.

- f. **Burnet:** Darlene reported that Marble Falls hosted a car seat class in the last couple of weeks. Received a new remounted ambulance. Bluebonnet Café in Marble Falls won Citizen of the Year Award at the 2013 EMS Conference. Beginning training and rolling out of Zoll monitors, and are rolling out new Scope of Care document
- g. **Williamson:** Kenny said they had grand opening of the Emergency Service Operations Center & Emergency Communications. It also houses HAZMAT and Emergency Management. Had a Regional meeting today with hospitals in attendance for community paramedicine discussion. Outreach is grant funded, through February 2017. Also a hiring process is coming up in February 2014 for personnel associated with the program.
- h. **Bastrop:** Steve Garcia, Guardian EMS, said their office manager quit last month. Some bad publicity may be coming out, not all of it is true. Should have a new person in the next month or so.

#### **XIV. Committee/Workgroup Reports:**

- a. **Air Medical:** They have not met since General Membership in October. Traci Fox is the Chair. Terri Thompson has been added as Co-Chair.
- b. **Bylaws:** Rolled out new changes at the last General Membership meeting.
- c. **Cardiac Care/Mission Lifeline:** No update.
- d. **Education:** Held a 2 day Community Medical Outreach workshop last week and it was well attended. Well received. Good location at St. David's South Austin. Great success.
- e. **Injury Prevention:** Diana Kraus said that Safe Kids Austin is restructuring and bylaws update. Looking to getting a Safe Community Designation, working with City of Austin (through World Health Organization). Also working with city leaders on sidewalk redesign, repair, etc. Looking at an injury prevention community summit, participating in a Children's hospital association safety station study. Kohl's Booster Buddies is very active; they have 100k booster seats. Also involved in a Safe States, statewide coalition across country, which is an injury prevention special interest group.
- f. **Performance Improvement:** Next meeting is December. Going to kick off their case presentation part, hospital-focused at this point. Should be an ongoing theme of case identification. Digital registry would be a good topic, and find some members of committee to fit in that workgroup. American College of Surgeons has rural trauma development course, designed for Level I or II places, to talk about safe ways to move people, and approach trauma care. Dr. Aydelotte proposed doing it with the CATRAC. Will provide instructors, program etc. Contact Dr. Aydelotte if interested. Ben will bring to the Education Committee and work on that.
- g. **Pre-hospital:** The committee met before the Board. Dealing with continuations of exposure workgroup. Got health departments to sign off on the affidavit. Working with education committee, have training planned and ready to go in January. True first responder program not just EMS. Had presentation from Tye on HDE. Invited the Stroke workgroup to January meeting as they want to present. No meeting in December but will meet the week prior to January General Membership.
- h. **Regional Preparedness Response Committee:** Working on the hospital drill for December, in which the majority of hospitals are participating. Changed the CATRAC HPP MOA from a sub-recipient agreement to participating agency agreement. We changed some format and wording. This year participating agencies sign it once and it is valid through end of grant period which is 2017 unless mutual agreement by both parties to end agreement. Requirements are still the same, though there not as many on the EMS side.
- i. **Stroke:** Had some of their sub-workgroup meetings also before the Board. Ken went to the routing workgroup and talked about encoding. He invited the members to the next pre-hospital meeting.
- j. **Trauma Coordinators/Registry:** ICD-10 coding is coming out. Bringing a course into Austin March 25-26 at DCMC, March 27-28 at St. David's Round Rock; 2-day course specifically



about trauma coding. Can post on RAC website as soon as all information is in. 40 people max. A small workgroup also met to work on the RAC trauma plan. Created a flow chart of how data is to be used, flowing from stroke, to cardiac, PI, etc. Will work on a presentation to take to General Membership.

**XV. Events / Exercises** - MS 150 Bike Ride will be in the spring (April). ABIA exercise in April. 2013 EMS Conference this weekend to next Wednesday, GETAC is tomorrow through Saturday.

**XVI. Other Business** – none

**XVII. Discussion / Scuttlebutt** – Ken Strange asked if there was a “CATRAC mission statement” and what our statement might be today. Dr. Aydelotte also asked and Robin referred to the CATRAC brochures that were on the table. The Board discussed the mechanism for getting a research grant and creating a research cell within the RAC.

**XVIII. Adjourn** - The meeting adjourned at 2:04pm.

Next Meeting Update:

- **Combined General Membership & Executive Board Meeting:** January 23, 2014 at St. David's MOB
- **Committee Meetings:** As Per Committee Chair/Co-Chairs