



**Capital Area Trauma Regional Advisory Council  
Executive Board  
May 23, 2013  
12:00 – 2:00 pm  
CATRAC Offices  
4100 Ed Bluestein Blvd Suite 207, Austin 78721**

**MINUTES:**

**I. Call To Order**

- Roll Call of Executive Board
- Introductions – roundtable

**II. Treasurer & Financial Report** – Marilyn handing it out; Ken reporting on it; motion to approve as discussed made by Gregg Knapp. Vote: For 16, opposed 0.

**III. Public Comments** - none

**IV. Chair Report** – Kenny – FY14 HPP RFP (Request for Proposal) update; Traci and Kenny participated on the contract negotiation call; Kenny felt that contract guidelines were already set prior to the call; we asked for 3 staff, negotiated down to 1 additional staff. It was mentioned to the DSHS staff that comparable size RACs have much larger staffing levels and we were told that the other RACs are being evaluated as well; Dave added that funds were expected to be cut by 25-42%; but was only 6% so adjustments were made to the initial proposal we submitted relating to increase staff positions. We may be able to contract special project staff for specific periods during the grant period. We have been sent recommendations for changes to the request. Some is wording; discussion ensued regarding comparison of our RAC size versus other RACs of comparable size.

**V. DSHS Update** – No representative present.

**VI. Executive Director Update** – EMTF-7 was on alert for both West Explosion and Oklahoma tornadoes. Weather was a concern for us as well. Some of our emergency management teams may go up as part of the recovery efforts. Kenny asked about EMTF and what the timeframe is for the new EMTF coordinator. Dave said that the only thing that will change on the MOA is the name. The concern is that we get this MOA signed and then it changes and has to be signed again right away if Lead RAC for EMTF changes. No other items from Dave.

**VII. Action Item:** Approve Randy Walker & Co. to perform A-133 Audit – engagement letter is in packets. We use the same firm but changed auditors, per grant requirements. Motion to approve using Randy Walker & Co. to perform A-133 audit. Vote: For 16; opposed – 0.

**VIII. CATRAC Executive Board Positions**

- a. Pediatric Facility — Diana Kraus proposed as interim rep until Dave Golder's replacement in place. Ken made the motion and Darlene seconded. Vote to approve Diana Kraus as interim: For 16 - Against 0

**IX. Trauma Centers Update** – Dr. Brown – UMCB – Gaylen has resigned, June 1<sup>st</sup>; interim manager is Kit Thompson who is currently there Trauma PI coordinator; Dr. Atealot new surgeon in July and Dr. Coopwood coming back from his fellowship June 1<sup>st</sup>; Dr. Terry Foster departing; new hospital location revealed (area surrounding Frank Erwin Center); 2017 is planned opening; medical school opening 2016. COTA Australian V8 – John Saber taking over as local medical director; next

- large level event not until Nov. 2013; Trauma Conference next week; take walk in registrations; highest enrollment over 300 this year; speakers from all over country; Dell Children's – Diana – new surgeon starting in August will be replacing current physician ; opened new Tower unit on May 5<sup>th</sup>; recruiting additional physicians;
- X. Dr. Brown to present on ED Guideline: "Indications for Head CT in Adult Patients with Minor Head Trauma"** – Dr. Brown asks that all review it and direct any questions or concerns to him. We will vote on approval it at the next meeting. His email is [cdrbrown@seton.org](mailto:cdrbrown@seton.org);
- XI. Emergency Medical Task Force (EMTF) Update** – AMBUS did get blessing of certification from DSHS. Mike Elliott had sent out number for AMBUS if needed. Scott Fernandes states we need to clear up how to request the AMBUS. There is confusion about the number. Dave will check on the number. 512-482-5844 is the number that's out there.
- XII. County Representative Updates –**
- Bastrop** – no report
- Blanco** – no report
- Burnet** - Darlene – preparing for Lake Fest; Triathlon went well; 9 pts seen
- Caldwell** – Glenn – Lockhart remount truck in service; Luling ordering a new truck in next couple weeks: CTR and Watermelon Thump coming; EMS Week activities in progress;
- Fayette** – EMS Crew got EMSC of the year awarded for an EMS call related to placenta previa pt; baby born blue; good outcomes for mom and baby due to care by crew; Next year is 30<sup>th</sup> anniversary for EMSC. Diana will be sure to share info. Sharon shared that only info prior to the call was that the woman was in labor; the crew almost hit the car head on; mom was holding blue/limp baby;
- Hays Co.** – Ken – duck race went well; Chris – EMS Week awards this week; Kyle got a grant for an LP 15; ordering 2 power loads being ordered at Wimberley. Buda – no report;
- Lee** – No report;
- Llano** – No report;
- San Saba** – Patty – community service events for EMS Week; starting first responder training soon; ordered a power load stretcher; Tuesday they went on an impaction call that was actually an eminent delivery; delivered the first baby of the year. Dave made sure Pat got in touch with Phillips about their recall.
- Travis** – No report
- Williamson** – Kenny – thanked the hospitals for EMS week activities; 1115 Waiver EMS project approved; moving forward; community paramedicine; rural outreach and reducing readmissions; Annie states they will be working with high use patients;
- XIII. Committee/Workgroup Reports and Action Items**
- **Air Medical** – Traci Fox – no update.
  - **Bylaws** – vacant – haven't met;
  - **Cardiac Care** – Dr. Wozniak & Dr. Zidar- app in progress; no update.
  - **Education** – Chris Parker – Kim Gill – compiled a list of educators; got packet from state;
  - **Injury Prevention** – Stewart Williams, Interim – no report
  - **Performance Improvement Program** – Dr. Brown – having a trauma survivors reunion the day before the conference; 24 survivors attending; Dr. Brown requests that we rename the committee the trauma committee; will put it on the list for the bylaws committee. Diana asked that the PI component remain; discussed making PI a workgroup under the committee versus having a general PI committee. It is agreed that we need to be better at closing our patient loop from initial intake to discharge among agencies. Kenny discussed the HDE they are looking at with HCA

may be a solution. He thinks the region should have a similar solution. Motion to ask bylaws committee to review general guidelines and reevaluate current structure PI committee for possible revision; 16-0; Dr. Ware/ Dr Moore

- **Pre-Hospital** – Mark Montgomery, Chair and Darlene Parker, Co-Chair – Darlene – working on one number to request AMBUS. 512-785-3604 is Frank Urias' number for the Seton system if there is an exposure before process is in place.
- **Regional Preparedness & Response Committee (RPRC)** – Freddy Krail and Mike Elliott – finishing HP FY13 grant requirements.
- **Stroke** - Dr. Morton – working on PI and working with EMS on data points to be collected; also working on routing of stroke patients.
- **Trauma Coordinators/Registry** – Karla Hosick and Gaylen Tips – Karla will be looking for co-chair.

**XIV. Events / Exercises** – see above

**XV. Other Business** - none

**XVI. Discussion / Scuttlebutt** – Gregg – discussion regarding NIMS compliance. Dave mentioned getting Gaylen a plaque to recognize all her contributions to the RAC at the trauma conference. Dr. Brown states they are having a going away for her at the hospital on Friday. Also recognizing her at a dinner before the conference, as well as at the conference. He said that any of these opportunities would be available to us to present it.

**XVII. Adjourn** – 1347 – Motion to adjourn Kenny; 2<sup>nd</sup> Gregg; Vote For16 – Against 0.

Next Meeting Update:

- **Executive Board Meeting:** June 27, 2013 at CATRAC
- **Committee Meetings:** As Per Committee Chair/Co-Chairs



## 2013 Executive Board & General Membership Meeting Calendar

DATE	MEETING TYPE	TIME	LOCATION	
Jan. 24, 2013	Lunch Gen. Memb./Exec. Board	12 pm-1 pm 1 pm-3 pm	St. David's Medical Center Medical Office Building	
Feb. 28, 2013	Executive Board	12 noon-2 pm	CATRAC Office-Suite 200	
March 28, 2013	Executive Board	12 noon-2 pm	CATRAC Office-Suite 200	
April 25, 2013	Lunch Gen. Memb./Exec. Board	12 pm-1 pm 1 pm-3 pm	St. David's Medical Center Medical Office Building	
May 23, 2013	Executive Board	12 noon-2 pm	CATRAC Office-Suite 200	
June 27, 2013	Executive Board	12 noon-2 pm	CATRAC Office-Suite 200	
July 25, 2013	Lunch Gen. Memb./Exec. Board	12 pm-1 pm 1 pm-3 pm	St. David's Medical Center Medical Office Building	
Aug. 22, 2013	Executive Board	12 noon-2 pm	CATRAC Office-Suite 200	
Sept. 26, 2013	Executive Board	12 noon-2 pm	CATRAC Office-Suite 200	
Oct. 24, 2013	Lunch Gen. Memb./Exec. Board	12 pm-1 pm 1 pm-3 pm	St. David's Medical Center Medical Office Building	
Nov. 21, 2013	Holiday Schedule	Executive Board	12 noon-2 pm	CATRAC Office-Suite 200
Dec. 19, 2013	Holiday Schedule	Executive Board	12 noon-2 pm	CATRAC Office-Suite 200

*CATRAC Committee scheduling will be based on need and the discretion of the  
Committee Chairperson.*

Executive Board – Meets 4<sup>th</sup> Thursday of the month (Exception: Thanksgiving & Christmas Holidays)  
 Combined General Membership & Executive Board – Meets the 4<sup>th</sup> Thursday of January, April, July, and October.

**For further information call (512) 926-6184, or email [apassistant@catrac.org](mailto:apassistant@catrac.org)**

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## 2013 CATRAC Executive Board

<u>Position Representing</u>	<u>Name</u>	<u>Affiliate Organization</u>
Registered Nurses	Kim Gill, RN	Hospital at Westlake
Rural Physician	Dr. Steven Moore	
Trauma Physician	Dr. Drue Neal Ware	Seton Medical Center Williamson
Non-Lead Facility	Traci Fox, RN, LP <b>(Secretary)</b>	St. David's HealthCare
Lead Facility	Dr. Carlos Brown	University Medical Center at Brackenridge
Pre-hospital	Scott Fernandes, LP <b>(Vice-Chair)</b>	Travis County ESD #6
Pediatric Facility	vacant	vacant
Bastrop County	Steve Garcia, EMT-P	Guardian EMS
Blanco County	Ben Oakley, LP	North Blanco County EMS
Burnet County	Darlene Parker, EMT-P	Marble Falls EMS
Caldwell County	Glen Germer, LP	Luling / Caldwell County EMS
Fayette County	Sharon Muzny, BA, NREMT-P	Fayette County EMS
Hays County	Ken Strange, EMT-P <b>(Treasurer)</b>	Wimberley EMS
Lee County	Sylvin Mersiovsky, EMT-P	B&M Ambulance Service
Llano County	Greg Knapp, EMT-P	Scott and White Llano
San Saba County	Patricia Pratt, LP	San Saba County EMS
Consumer	Annie Burwell	Williamson County
Travis County	Mike Elliott, LP	Austin/Travis County EMS
Williamson County	Kenny Schnell, LP <b>(Chair)</b>	Williamson County EMS
<i>*Immediate Past Chair *non-voting</i>	<i>Jackie Gondeck, RN</i>	<i>St. David's Medical Center</i>

### CATRAC Staff

<u>Position</u>	<u>Name</u>	<u>Email</u> <small>*Main Number: (512) 926-6184</small>
Executive Director	Dave Reimer, RN, LP	executivedirector@catrac.org
Emergency Preparedness Coordinator	Robin Wiatrek, MPH	empcoord@catrac.org
Accounting Assistant	Marilyn Hollingsworth	accounting@catrac.org
Administrative Assistant	Michelle Fillman	apassistant@catrac.org