

**Capital Area Trauma Regional Advisory Council
Executive Board & General Membership
October 23, 2014
1:00 – 3:00 pm
St. David's Medical Center
5th Floor Auditorium
919 East 32nd Street, Austin, TX**

Meeting Minutes

I. Call To Order

- Roll Call – The meeting was called to order by Kenny Schnell at 1304 and began with roll call.
- Introductions – Kenny Schnell asked those present at the meeting that were not included in roll call to introduce themselves.

II. Approval of Minutes

- July 24, 2014, Executive Board & General Membership
 - A motion was made by Dr. Ware to accept the minutes as presented, seconded by Ken Strange. 12 voted in favor, none opposed. Motion carried.
- September 25, 2014, Executive Board
 - A motion was made by Kim Gill to accept the minutes as presented, seconded by Diana Kraus. 12 voted in favor, none opposed. Motion carried.

III. Infectious Disease update (Ebola Virus Disease)

- Dave Reimer began with a quick update on Ebola. Dave informed the group that the CATRAC website has the latest updates regarding Ebola. Dave turned it over to Dr. Huang with Austin/Travis County Health and Human Services to provide an update from a public health standpoint.
- Dr. Huang reported that the 51 people in contact with the index case have been cleared. He added that 121 more contacts are presently being monitored by the State Health Department, only 1 case is in Travis County. A few potential cases have been evaluated in Travis County, Dr. Huang reported that those cases went well and were ultimately negative. He reported that the turnaround time for PCR testing is very good. He reported that they are working with funeral homes, attorneys, and other stakeholders to ensure all areas of the response are addressed. He reported that they are having weekly update conference calls on Wednesday at 10:00am.
- Dave Thomsen from St. David's provided an update. He advised of a patient admission secondary to meeting Ebola screening criteria. The patient was placed in an isolation room utilizing caregivers in proper protective equipment (PPE) and following isolation guidelines recommended for suspected Ebola patients. The process worked well and the patient was ultimately ruled out for Ebola based on lab testing. He advised that the St. David's Network facilities have deployed standard screening processes at all of the points of entry to the healthcare system. He advised that deployment of the no-skin-showing PPE protocol has been going well.
- Chris Alexander from San Marcos Hays County EMS reported that they are reviewing their infection control guidelines. He reported that they are not doing dispatch screening, and that ultimately they have not made any drastic changes, they are just reiterating good infection control practices.
- Jeff Hayes from Austin/Travis County (AT/C) EMS Medical Director's office reported that they are doing dispatch screening on medical calls. Jeff reported that they have a checklist in place to screen patients for Ebola. Jeff reported that they are not

- sending first responders to calls tagged as a potential EVD patient, but allowing the responding EMS unit to make first patient contact. A/TC EMS is working on specific crews and equipment to respond to suspected Ebola patients.

IV. Public Comments – There were no public comments.

V. Treasurer & Financial Report

- Ken Strange reported that the FY14 RAC & Tobacco grants are closed out. He reported that we have received the new funds for the new grant cycles. Ken reported that the cardiovascular/stroke grant funding is still included in the new grant cycle. Dave Reimer reported that the health insurance renewal has come back with a significant reduction. A motion to approve the financial report was made by Dr. Ware, seconded by Karla Hosick. There was no further discussion. 12 voted in favor, none opposed. Motion carried.

VI. Chair Report

- Kenny Schnell provided the Chair report. He reported that Seton Northwest, Seton Medical Center Austin, and Seton Edgar B Davis (Luling) have all been re-designated as Level IV trauma facilities.

VII. Executive Director Report

- Dave Reimer provided the Executive Director report. He reported that attendance reports were distributed, and people need to review their attendance participation, as this is tied to grant funding. Dave reported that the annual report has been submitted to DSHS and are waiting for response feedback from DSHS.

VIII. Executive Board Action Items

- There are no Executive Board Action Items.

IX. DSHS Update

- Kenny Schnell reported that DSHS has transitioned to iPad's for inspections of ambulances.

X. Georgetown Behavioral Health Institute

- Heather Ledbetter and Sheila McDermott from Georgetown Behavioral Health Institute introduced themselves. They reported that Georgetown Behavioral Health Institute is a new 118-bed mental health facility in Georgetown. They reported that they just opened in July 2014, they have passed state inspection and have passed Joint Commission inspection. They will serve adults, adolescents and geriatrics.

XI. Trauma Centers Update

- Dr. Ware from Seton Williamson reported that they are busy.
- Diana Kraus from DCMC reported that they are awaiting their reverification visit. She reported that they are also very busy, reporting a 25% increase in their trauma service population this year. She reported that they will be having their first Clinical Save conference on Monday, December 15th 2014. Diana advised this would be free.
- Karla Hosick from St. David's Round Rock reported that they recently had their Level II site visit with no deficiencies.
- Brackenridge reported that they have hired a full-time injury prevention coordinator.

XII. Emergency Medical Task Force Update

- Curtis McDonald, EMTF-7 Coordinator, reported that the Seton Healthcare system has completed Memorandums of Agreements (MOA) for all Seton Network hospitals in the CATRAC region. With the addition of those hospitals, a total of thirty-nine (39) hospitals have signed the MOA in the EMTF-7 region. Curtis reported that the EMTF-7 Deployment Orientation training will be held in mid-November at the Williamson County Emergency Services Center. Flyers were distributed.

XIII. County Representative Updates

- Lee - Sylvin Mersiovsky had no report.

- Blanco - Ben Oakley thanked people in the room for their assistance with a critically injured employee.
- Hays - Ken Strange reported that SMHCEMS is transitioning to a new ePCR system.
- Fayette - Sharon Muzny had no report.
- Llano - Cristy Knapp had no report.
- Burnet - Darlene Parker reported that MFAEMS just had a hiring process and hired 1 full-time and 3 part-time. Darlene also reported that Jim Persons has left Marble Falls Area EMS (MFAEMS) and publicly thanked him for all he is done for MFAEMS.
- Travis - Mike Elliott reported that they just had a hiring process at A/TCEMS and that things are going well.
- Williamson - Kenny Schnell reported that they are in the process of changing EKG monitors and transitioning to a new ePCR system. He also reported he was invited to participate in the ACS Level II reverification for St. David's Round Rock and contribute to the EMS perspective of the survey.

XIV. CATRAC Executive Board Elections

- Kenny Schnell opened the elections process. Robin Wiatrek explained the rules of voting and distributed the color-coded ballots out to voting members present and conducted the elections. Robin allowed an opportunity for write-in candidates to be announced for each position. All candidates had the opportunity to introduce themselves. The votes were tabulated and the following individuals were elected with a term to commence 1/1/2015 and expire 12/31/2016:
 - i. Bastrop County Representative - James "Scooter" Green
 - ii. Blanco County Representative - Ben Oakley
 - iii. Burnet County Representative - Darlene Parker
 - iv. Hays County Representative - Ken Strange
 - v. San Saba County Representative - There are presently no voting members in San Saba County, so no election for this position could be held at this time.
 - vi. Travis County Representative - Mike Elliott
 - vii. Williamson County Representative - Kenny Schnell
 - viii. Lead Trauma Facility Representative - Dr. Jayson Aydelotte
 - ix. Non-Lead Facility Representative - Karla Hosick
 - x. Pre-Hospital Representative - Scott Fernandes

XV. Committee/Workgroup Reports and Action Items

- **Air Medical** [Traci Fox & Terri Thompson] - Dave Reimer reported that the committee talked about the Ebola event and that Air Medical providers will not be transporting Ebola Virus Disease (EVD) patients. He reported that the Notice to Airmen (NOTAM) alerting email system continues to work well, but they will be fine tuning that distribution list and testing it. Dave reported that in regards to Sport Back Boards that were distributed to EMS providers in the region. Some air medical units are unable to fit the boards in all airframes, so contact your air medical provider to see if they can carry it. The next meeting is 11/10/2014 at 10am.
- **Bylaws** [Chair vacancy] - Dave Reimer reported that he will be soliciting assistance soon in regards to the revision of Bylaws, particularly in regards to the dues schedule and funding.
- **Cardiac Care/Mission Lifeline** [Dr. Wozniak & Dr. Gigliotti] - Diana Barrett advised that the regional fast track guidelines, standardized bedside report, regional radio report are being rolled out. She also reported that they are discussing lytics for those facilities that cannot get a patient in for PCI in the appropriate amount of time. She provided an update on the Mission:Lifeline EMS recognition program. Next year, a key goal is going to be based on community education, and they would appreciate any suggestions. Ken Strange asked that the fast track guidelines, standardized

bedside report and standardized radio report be sent out to the region again. Kenny Schnell advised that Michelle Fillman would distribute these to the region again.

- **Education** [Sarah Leach & Vangie Barefoot] - Kim Gill reported that there has been forward momentum on the Advanced Designated Infection Control Officer (DICO) course, and the Williamson County Fire Chief's Association is working on bringing in the Basic Designated Infection Control Officer (DICO) course.
- **Injury Prevention (IP)** [Stewart Williams] - Robin Wiatrek reported that the committee is working on a survey to send out stakeholders to assess injury prevention programming and staffing in the region. The committee has decided that they would like to meet more often than the current quarterly schedule.
- **Performance Improvement -Trauma (PI)** [Dr. Aydelotte] - Dave Reimer reported that the PI committee is looking at transfer data from Level IV to Level II facilities and looking at the Injury Severity Score on transferred patients in the region. He reported that there are no big issues going on. Dave also reported that the Medical Director's meet & greet went very well today with a large number of new participants. The goal is to formalize the "meet and greet" group in to a formal Physician Advisory Group.
- **Pre-Hospital** [Jim Persons & Robert Hartigan] - Robert Hartigan reported that there was an update on the Regional MCI plan that has been approved by pre-hospital and forwarded to the Executive Board for review. He reported that the Stroke Committee is looking for more input from pre-hospital in regards to the survey they distributed, pre-hospital is going to work on this. He also reported that they are in the process of putting together a standardized rehab protocol and that a sub-committee will be formed regarding this. The next meeting will be 11/20/2014 at 10:00am.
- **Regional Preparedness & Response Committee (RPRC)** [Freddy Krail & Mike Elliott] - Robin Wiatrek and Dave Reimer reported that the first "official" coalition meeting went well.
- **Stroke** [Dr. Morton] - Amy Jones reported that the next meeting will be on November 20th and the regional stroke guidelines are being updated at this time. The metrics sub-group is looking at data for the first time. Amy reiterated that Dr. Morton has been looking for a co-chair for the committee, if interested please contact her.
- **Trauma Coordinators/Registry** [Karla Hosick & Diana Kraus] - Karla Hosick reported that a significant amount of time was spent talking about the registry. She reported that during the combined meeting with Pre-Hospital they discussed committee forums that Michelle has rolled out.

XVI. Events / Exercises

- Dave Reimer that CATRAC will have situational awareness and participating in the Operational periods associated with the upcoming Halloween weekend and the F1 racing at Circuit of the Americas track (COTA).
- Mike Elliott reported that Travis County has a lot of planned events coming up for the rest of the year.

XVII. Other Business

- None

XVIII. Discussion / Scuttlebutt

- There was no discussion or scuttlebutt.

XIX. Adjourn

- A motion to adjourn was made by Ken Strange, seconded by Ben Oakley. 9 voted in favor, none opposed. Motion carried. Adjourned at 1455.

Respectfully Submitted,
Ben Oakley, BA, LP
Board Secretary - CATRAC