



**Capital Area Trauma Regional Advisory Council
Executive Board – Working Session
December 18, 2014
12:00 – 2:00 pm
CATRAC Offices
4100 Ed Bluestein Blvd Suite 207, Austin 78721**

MINUTES:

- I. **Call To Order:** Kenny Schnell called the meeting to order at 12:06pm
- II. **Chair / Executive Director Report:**
 - Kenny Schnell reported that the Executive Board Officers would be meeting with ESO for an HDE update on Tuesday from 9-11. There will be an additional meeting for other stakeholders on January 13th from 9-11.
 - Dave Reimer reported that they had a meeting with stakeholders yesterday in regards to the Ebola situation. Dave reported that there are three different levels of facilities in regards to treatment for EVD and reported which hospitals in the region were capable at each of the different levels.
- III. **Executive Board's Vision for TSA-O (CATRAC):** There was extensive discussion amongst the Executive Board members regarding the vision and future plans for the CATRAC. There was much discussion about defining the core values of the organization and conducting a SWOT analysis as we determine where to take the organization as we move forward. Action Items identified during the discussion included the need for Executive Board members to review the Texas Administrative Code Chapter 157 in regards to the legislation regarding Regional Advisory Councils as well as an extensive review of the grants that we receive. As part of the grant review, it was discussed that we need to review what we are required to do under the grant, and what we are doing that is not necessarily a grant requirement. It was suggested to have a short meeting on January 13th to follow up on this topic.
- IV. **CATRAC Bylaws:**
 - *Executive Board:* Robin Wiatrek and Dave Reimer presented proposed changes to the Executive Board structure, including ideas to convert the Rural Physician board position to an EMS Medical Director board position, as well as the addition of some type of Hospital C-Suite officer on the board. The notes regarding possible bylaw changes will be emailed out to Executive Board Members.
 - *Membership and Membership Dues:* Robin Wiatrek presented a spreadsheet and options regarding restructuring membership dues as an informational item. This data will be emailed out to Executive Board Members for discussion on a further date.
- V. **Trauma Centers Update:** There was no trauma centers update.
- VI. **Other Business:** There was no other business.
- VII. **Discussion / Scuttlebutt:** There was no further discussion or scuttlebutt.
- VIII. **Adjourn:** Kenny Schnell adjourned the meeting at 2:22pm.

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