



**Capital Area Trauma Regional Advisory Council
Executive Board
June 26, 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 12:11pm
 - Roll Call of Executive Board & Introductions:
 - **Phone:** Dr. Neel Ware, Cristy Knapp
 - **Present:** Karla Hosick, Scott Fernandes, Ben Oakley, Darlene Parker, Glen Germer, Sharon Muzny, Ken Strange, Dan Haskit, Annie Burwell, Mike Elliott, Kenny Schnell, Dave Reimer, Robin Wiatrek, Glenn Spradlin, Kimberly Gill
 - **Absent:** Dr. Jayson Aydelotte, Diana Kraus, Sylvain Mersiovsky
 - **Visitors:** Robert Friedrich, Colin Crocker, Keith Noble, Frank Urias, Mike Hastings, Chris Alexander
 - Review of April 24, 2014 Ex. General Membership meeting minutes with approval pending on July 24, 2014 Ex. Board/General Membership meeting. No action taken.
 - May 22, 2014 Executive Board meeting was cancelled. No minutes to review.
- II. **Treasurer & Financial Report** – no report
- III. **Public Comments** - There were no public comments.
- IV. **Chair Report** - Kenny Schnell presented an update on the Hospital Data Exchange (HDE) project. Kenny reported that there are 8 contracts that are still pending signatures and return, 4 contracts that have been returned, and 2 that have completed implementation and are live on the HDE system. Kenny reported that he is planning on having a meeting on the HDE project next month to bring everyone together for training and to discuss the project at greater length now that we are in the implementation phase. Kenny reported that there are other RACs in the State that have been reaching out to us who are interested in completing a similar type project. Discussions are ongoing with the hospitals that have not moved forward on HDE yet, and the discussions are progressing well. Colin from DSHS asked questions regarding the project and voiced support for the project.
- V. **Executive Board Action Items**
 - **CATRAC Lease:** Dave reported that the lease is up in June and that he has negotiated with the new owner in the building and that the ultimate price per square foot is less than we are currently paying. He learned in their negotiations that Acadian has rented the gated space across the street but Acadian has agreed for both entities to use the space as we have in the past. Dave reported that the new lease is a 3-year lease and that the price will stay the same for the first year and then will go up approximately 5% per year, as it has gone up in the past. Dave reported that the Board Officers have been involved in the lease negotiation and are in agreement.
 - **IT Support Contract:** Dave also reported that the IT contract with Vintage is facing an increase from \$400/month to between \$800/month and \$1000/month. The increase in costs are a result of an additional CATRAC staff member, server overhaul and improved backup operations. Dave reported that although these costs are significant, it is cheaper than an IT department. A motion was made by Ken Strange to authorize the increase in the IT contract, seconded by Karla Hosick. No discussion. 13 voted in favor, none opposed, motion carried.

- Bastrop County Rep Position: Dave also reported that Guardian no longer has the 911 contract for Bastrop County, and as such Steve Garcia offered his resignation as the Bastrop County representative on the CATRAC Executive Board, which has been accepted by Kenny Schnell. Steve suggested James "Scooter" Green be his replacement on the board. Dave Reimer and Kenny Schnell will work on finding an interim Bastrop County representative to serve on the board.
- Annual Audit engagement letter: Dave also reported that he received the engagement letter from Walker & Company for the annual audit to be completed through them. Ken Strange made a motion to accept the engagement letter from Walker & Company, seconded by Kenny Schnell. No further discussion. 13 voted in favor, none opposed, motion carried.

VI. Executive Director Report - Dave reported on grant funding; he said the latest he has heard from Jane Guerrero from DSHS is that there would be a problem with 4th Quarter Tobacco funding and Local Project Grants funding. He reported that the situation has been resolved and that funding will still be received. Dave reported that Jane said that Local Projects Grant funding will not be affected. He received an email from Jane last week that was positive in regards to the FY15 Funding, and stated that although she could not release any information in regards to actual numbers, she was positive that it would all work out. Dave also reported that the HPP FY15 Budget starts July 1st, and that the CATRAC Staff along with Executive Board Officers participated in the budget negotiation calls. Overall, DSHS held strong on the 36% increase which resulted in an approximate \$405,000 decrease in the budget. Dave reported that he continued to push for an additional staff member, but DSHS continued to refuse that, though an additional contract position was allowed. Dave is working with SETRAC to learn more about cost allocation ideas. Dave reported that he and Robin met with Rock Springs, a new Mental Health hospital, and they are going to come and do a presentation.

VII. DSHS Update - Colin from DSHS introduced Robert Friedrich, from DSHS, who is the new RAC coordinator and will be attending our meetings on a monthly basis moving forward. Robert introduced himself and gave his background. Colin reported that the Local Projects Grants will be open in mid-July.

VIII. Trauma Centers Update

- Dr. Ware reports that things are going well at Seton Williamson, and had nothing additional to report.
- Karla Hosick reported that the ACS re-verification visit has been scheduled for October for St. David's Round Rock.

IX. Emergency Medical Task Force (EMTF) Update - Mike Elliott reported that there are no major updates, they have just been working on tweaking minor things on the AMBUS. Mike reported that the toll-free number is now live for dispatching the AMBUS, and it is (844) 282-6332. Dave Reimer reported that the EMTF Coordinator meeting in Belton was last week and they are trying to re-structure the EMTF Coordinating Body, more to follow on that.

X. County Representative Updates

- **Fayette** - No report.
- **San Saba** - Upcoming training on July 8th & July 22nd being taught by AirEvac, subject matter TBD.
- **Burnet** - Marble Falls hired (4) part time employees, promoted (2) to full time, still working on Zoll road safety program.
- **Hays** – SMHCEMS is working on changing their ePCR system. Buda has no report. Wimberley reported that they hired (3) new people recently. Seton Hays is accepting EKG's via LifeNet.

- **Caldwell** - LifeNet went live on June 9th in Lockhart, Glen reports that it is working well. Luling just purchased two new LP15's, after which time Luling will be live on LifeNet as well.
- **Travis** - Mike reported that they have an academy in process, things are going well. 14 Dodge ambulances are in order.
- **Blanco** - Ben reported that the countywide consolidated ePCR rolled out on June 1st without any issues. Mike West with Blanco EMS is resigning and his last day will be Saturday, June 28th. Laurie Clements has been appointed as interim director on June 27th. Dr. Miller is retiring effective June 30th, Dr. Manifold will be taking over as Medical Director at that time.
- **Llano** - Cristy Knapp reported that everything is going well in Llano. ESO is being evaluated by S&W IS, decision should be made in the next week.
- **Williamson** - Kenny reported that things are moving forward on the Regional Healthcare Partnership in Williamson County. They are presently developing their pilot program on diabetes and congestive heart failure. Overall they are still gathering baseline data but things are going well.

XI. Committee/Workgroup Reports and Action Items

- **Air Medical** – Traci Fox and Terri Thompson: No Report
- **Bylaws** – vacant: Dave reported that the Bylaws committee has not met yet but it is still on the radar to discuss dues increase.
- **Cardiac Care** – Dr. Wozniak & Dr. Zidar: Amy Bary presented the M:L Regional Hospital Report, which showed all of the hospital's STEMI data from the Austin region.
- **Education** – Sarah Leach, Vangie Barefoot: Kim Gill reported that Sarah Leach is the new chair of the Education Committee. Kim Gill will be bringing committee reports to the Board. Kim reports they are presently working on an educator's luncheon at St. David's. Kim reported that they will be doing a fall mini-conference, details to follow.
- **Injury Prevention** – Stewart Williams, Interim: No Report
- **Performance Improvement Program** – Dr. Aydelotte: No Report
- **Pre-Hospital** – Jim Persons and Robert Hartigan: No Report
- **Regional Preparedness & Response Committee (RPRC)** – Freddy Krail and Mike Elliott: No Report
- **Stroke** - Dr. Morton: Amy Bary reported that the Stroke Committee has prepared a metric tool that they are getting ready to release to gather data from the region, more to follow on that soon.
- **Trauma Coordinators/Registry** – Karla Hosick, Diana Kraus: Darlene reported that all of their action items are presently closed.

XII. Events / Exercises

- Glenn Spradlin reported that the regional exercise committee met and that there is a Williamson County all-hazards scenario in November. Hospitals will be doing their exercises on November 5th.
- Glen Germer reported that the Watermelon Thump is starting today.

XIII. Other Business – Keith Noble from ATCEMS reported that they sent a few people to the Ambulance Strike Team Leader (ASTL) training last week, and they are working on sending more staff to the Crew Chief training for the AMBUS. Dave mentioned that the Austin course had the greatest attendance of any ASTL so far and congratulated the region for their support.

XIV. Discussion / Scuttlebutt - Mike Elliott suggested a future action item to investigate the availability of providers for mass movement of mobility impaired patients (wheelchair vans, etc.). Kenny Schnell recommended this be referred to the Pre-Hospital committee.



- XV. Adjourn** - A motion to adjourn was made by Ken Strange, seconded by Glen Germer. No further discussion. 13 voted in favor, none opposed. Motion carried. Kenny Schnell adjourned the meeting at 2:19pm.

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