



**Capital Area of Texas Regional Advisory Council
Executive Board Meeting
January 28, 2021
1:00pm – 3:00pm
Virtual**

[MS Teams Meeting](#)

Dial-in # 469-480-8158 | ID 911 226 90#

Minutes – FINAL

I. Call to Order

Karla Jones called the meeting to order on behalf of Ben Oakley.
The meeting began at 1:15 pm

A. Roll Call of Executive Board

Scooter Green, Karla Jones, Terri Thompson, Jim Jewel,
Ken Strange, Wesley Alexander, Adam Johnson, Mike Knipstein,
Dave Golder, Sarah Leach, Kimberly Barker, Ben Oakley, and Dr. Marc
Trust.

B. Introduction of Guests

No introductions were made

II. Minutes

A. Approve December 2020 Executive Board Minutes

Minutes approved

III. Financial Report

Amendments being submitted tomorrow, so numbers will change
COVID Spending – has not changed no spending made since November
numbers went out. DSHS to sign off on any ideas. HCC-O is looking to
spend on foggers for ambulances to decontaminate and possibly for
hospitals. COVID funds cannot be spent on staffing for clinics. There are a
lot of questions as to what the COVID funds can be spent on.

- Selection of Auditor – Chose Haynie and Company out of San Antonio,
A133 Audit, bid came in at a good range, offer resources with inventory
which has been a struggle.

II. Chair Report

- Executive Director Recruitment Update: SGR categorized candidates, Karla, Ben, Adam and Mike met with Larry to go over applications. Initially selected 11 semifinalists, since 2 have withdrawn. One way Video Interviews were given to the 9 left, which were a list of questions that have for them to answer via video and have all been submitted. Creating a full candidate portfolio will happen and are looking at a timeline of around February 8th to have a meeting to make a final decision.
- Executive Director Compensation: Evelyn working on budget amendment to get Melissa compensated for her taking on the Executive Director position.

III. Executive Director Report

- New Staff: Rayse Richardson Healthcare Coordinator HCC-N Brazos area
- PPE Distribution – Since began over 28,000,000 distributed to 29 counties
- State Contracted Staff to hospitals requested thru STAR requests, currently have 842 State Contracted Staff.
- Regional Infusion Center at CommUnityCare began set up January 1st in coordination with the City of Austin. Call center and infusion center opened Monday. Seeing up to 90 patients a day. To date 347 patients have gone thru the RIC.
- Alternate Care Site at the Convention Center recently expanded bed capacity up to 150. In total have had 73 admissions and 27 discharges. Continue to receive patients in Austin and making decision tomorrow whether to expand intakes to 29 county regions. Concern is that Austin did not want to be left with burden on how to get people back home. We have a strike team to help with admissions and discharges with 2 ambulances stationed at the Convention Center to help with their concerns.
- COVID Admissions now under 15%, letter to hospitals most likely to go out to lift restrictions on elective surgeries after this week. Today 550 COVID patients hospitalized in TSA-O, drastic decrease from January 18th when we had 727, the highest COVID hospitalization ever. TSA L, M, N all still over the 15% mark, seeing a decrease but remains above 15%. State overall has seen a decrease, and expected increase did not happen.

IV. Action Item: Selection of HR Company

Looking for a new HR Company as the current one is not supporting us. Research has been done but has not been sent out to the Board yet. For \$4,000 a year, Paychex offers online resources, help with employee handbook, OSHA Requirements, Management Training, and employee discounts. Support for a change in companies requested from the board. Any suggestions for a good HR Company are requested. Board agrees not to sign a renewal from the current company, who does not meet CATRAC's needs. We do not have a contract, so there will be no issue with changing to another HR Company.

V. Public Comments

None offered

VI. Discussion: Statewide Wristband Project and SB500

RAC meetings have been pushed back due to the COVID surge. A meeting is coming up in February where the Wristband Project will be on the agenda. Have not heard from pilot RACs that are doing the Wristband Project. With COVID response, the state has purchased Pulsara, the whole state is using the platform and trying to get more hospitals involved. Wristband project could possibly be tied into the platform. Right now, it is only for COVID response.

VII. Discussion: Interim Strategic Plan

Waiting for new Executive Director to come in before proceeding forward.

VIII. COVID-19: Reports from Executive Board Members

Highlight of any significant events, identification of unmet needs.

- County Representatives
 - Bastrop County – EMT Class to be conducted on March 6th, invites to go out soon.
 - Caldwell – American Heart Card Certifications next month if COVID restrictions allow.
 - Dave Golder – Ambulatory Pavilion 12 weeks to completion to house Neuroscience, Cardiovascular, and Hematology Programs. Maternal Fetal Medicine Program will transition to Dell Children's to manage cases of high-risk fetuses to otherwise healthy Moms. Opening about July. Community conversations to locate those Moms in the community and when/how they will be transported to this program vs. other birthing centers to be made. Dave Golder is stepping down from the board due to his promotion to a Senior Director of Operations role.

He is drafting a letter to the board to officially step down and will be recommending Cassie Campbell to replace him as Lead Pediatric Representative on the board. Will be added to General Membership Meeting Agenda for next month to fill this position.

- Healthcare Systems
 - St. David's Round Rock – ICU Expansion construction going on in hospital. Surveys to be 100% virtual, permanently. Site survey in October, working out details of what the virtual platform will look like. COVID on decline
 - St. David's North Austin – Given 410 doses of vaccine, Mock Trauma Survey coming up.

IX. Committee/Workgroup Action Items

None offered

X. Next Meeting Action Items

- General Membership Meeting next month
 - Activation Platforms Survey / Workgroup
- Executive Board Meeting
-

XI. Discussion

Invoices for membership dues were sent out.

XII. Adjourn:

Jim Jewel made a motion to adjourn the meeting and Adam Johnson seconded. The meeting adjourned at 2:32 pm