

**Capital Area Texas Regional Advisory Council
Board of Director's Meeting
October 27, 2022
12:30 – 3:00 pm**

Minutes - DRAFT

I. Call to Order

Ben Oakley called the meeting to order at 12:31pm. Introductions were made around the room.

A. Roll Call of Executive Board

Mr. Oakley conducted roll call of the Board of Directors. A quorum was present.

II. Secretary's Report

A. Approve July 28, 2022, Meeting Minutes

A motion was made by Wes Alexander and seconded by Scooter Green. Motion passed to approve minutes. None opposed.

III. Treasurer's Report

Mr. Havron provided a report on the Treasurer's behalf.

A. Financial Report

Several slides providing an overview of CATRAC's financials were provided. In the prior CATRAC Board meeting, it was reported that CATRAC had left around \$65k in HPP funds unspent. After an internal audit, it was determined that CATRAC did expend all HPP funds. The EMS County Pass-Thru funds were overspent by \$3k. CATRAC has separated with the Controller and Accounting Manager and has temporarily brought back Evelyn George to assist in the meantime. Dr. Jesudass made a motion to accept the financials as presented. The motion was seconded by Dr. Watson. Motion passed with none opposed.

B. Form 990 Submission

CATRAC has submitted its 2021 Form 990 on time.

IV. Public Comment

A. Sobering Center

Representatives from the Sobering Center in Austin provided information to the General Membership about their program. EMS and law enforcement can directly transport referrals to the sobering center. Members discussed adding the sobering center to EMResource along with inclusion and exclusions criteria. The service area for the sobering center is Travis County, but they will accept outside referrals. A one-pager is being developed to share broadly.

V. Chair Report

Mr. Oakley thanked the Committee Chairs for their hard work and for being present.

VI. Executive Director Report

Mr. Havron reported that the DSHS fiscal audits are complete. CATRAC is waiting on the final report. A copy of the report will be available to the General Membership once it has been provided. DSHS has scheduled an HPP program audit beginning January 11, 2023. CATRAC submitted its Annual Report to DSHS. A copy was included in the meeting packet.

Mr. Havron encouraged members to become involved in EMTF-7 and thanked participating agencies. Mr. Havron reported that over \$2 million in State Mission Assignments has been received by CATRAC for agencies participating in EMTF missions between the years 2020 and 2022.

The CATRAC office lease will expire in June 2023. Staff will begin looking for new office space in December.

Mr. Havron presented information about the SB8 EMS Recruitment & Retention Program. CATRAC is receiving \$994,708 from SB8. There will be a meeting this Friday to review and discuss CATRAC's cache of training equipment available for EMS education systems. The group will also discuss programs and incentives to increase the number of EMT, AEMT, and paramedics in the region.

CATRAC has sent out three surveys for the new RAC Self-Assessment Tool. Mr. Havron encouraged members to take time to answer the surveys.

Mr. Havron presented an overview of CATRAC membership requirements and reminded members of attendance requirements.

VII. Committee Reports

A. Data Committee – Diana Norris

Mr. Havron presented on Ms. Norris' behalf. Business Associate Agreements (BAAs) are required in order to obtain hospital data. The committee would like for legal representatives from the healthcare systems to reconcile comments and create a standard agreement moving forward. The committee is reviewing data sets and a data dictionary for each service line (stroke, trauma), with the exception of perinatal.

B. Education/IP Committee – Rhonda Manor-Coombes

Ms. Manor-Coombes thanked Rachel and Kat for their work on promoting Stop the Bleed and offering classes once a month at CATRAC. The committee will go over SB8 requirements. The committee would like to host another education symposium and is accepting topic ideas.

C. Prehospital Committee – Dr. Heidi Abraham

Mr. Havron provided an update on Dr. Abraham's behalf. By January 1st, 2023, all agencies in TSA-O are expected to have implemented the Texas Wristband Project. The committee has been discussing the common badging system. CATRAC purchased equipment years ago, but the badging process has not been figured out yet between CATRAC and hospital security staff. It has been difficult getting in touch with the right points of contact at the hospitals. The committee presented new diversion language to be added to the EHS Plan. The language was presented on screen. The Board of Directors voted and approved of the new language unanimously.

a. Whole Blood Workgroup – Dr. Emily Kidd

Dr. Kidd reported that the workgroup is working to finalize language in the Whole Blood MOU. They are working to create standard guidelines related to product use, storage, etc. The group is discussing temperature monitoring processes and how it's recorded and transmitted.

D. Trauma & Emergency Healthcare Systems Committee – (vacant)

The committee chair position is currently vacant.

a. Cardiac Workgroup – Dr. Robert Schutt

Dr. Schutt reported that the Cath/lab status is being shared by hospitals in EMResource. The group has been discussing what information should be shared with EMS via EMResource. They are also working to identify main points of STEMI care in region for data collection.

b. Perinatal WG – Dr. John Lloyd ‘

Mr. Havron reported on Dr. Lloyd’s behalf. Group is working to collect data for the newborn temperature project as well as data for newborns that failed their first hearing test.

c. Stroke WG – Dr. Neal Rutledge

Dr Rutledge reported that the new stroke transport plan is now in compliance with Stroke rules. LVO lab. Oftentimes LVO is busy and can’t meet the 1 hour metric. That information is now being shared.

d. Trauma WG – (vacant)

The committee chair position is currently vacant. Mr. Havron reported that uncompensated care funding will decrease next year. There has been significant discussion at state level.

e. Health & Medical Preparedness Coalition – Dr. Taylor Ratcliff

Mr. Havron reported on behalf of Dr. Ratcliff. The healthcare coalition are discussing creating MCI and MFI trailers for all 4 regions. CATRAC staff is working to collect water and power information from all hospital facilities to create a Quick connect playbook that can be used in emergencies to identify what kind of connection is needed. The Pediatric Surge Annex is being reviewed. The group will begin working on the Radiation Annex next.

VIII. Review Action Items

A. Board Meeting Minutes

Completed; no further comments made.

B. Treasure’s Report

Completed; no further comments made.

IX. Board of Director Elections

A. Secretary (Executive Committee)

Adam Johnson – nominated and elected.

B. Burnet/Williamson County Prehospital Representative

Jim Persons – nominated and elected.

C. Lee/Fayette County Prehospital Representative

Rodney Mersiovsky – nominated and elected.

D. Baylor Scott & White Representative

Dr. Rob Watson – nominated and elected.

E. HPP Coalition Chair Representative

Dr. Mark Escott – nominated and elected.

X. Next Meeting

The next Board of Director’s meeting is scheduled for February 23rd at Ascension.

XI. Open Discussion

Dr. Mitchell reported that St. David's will be changing the universal masking policy. As of tomorrow, Travis County hospitals will drop the policy; however, Williamson County hospitals will continue for at least the next 2 weeks per CDC guidelines.

BSW Taylor completed stroke survey and is waiting on results.

XII. Adjourn

The meeting adjourned at 2:21 pm.