

**Capital Area Texas Regional Advisory Council  
General Membership  
July 28, 2022  
12:00 – 3:00 pm**

**Minutes - DRAFT**

**I. Call to Order**

The meeting was called to order at 12:19pm by Ben Oakley.

**A. Welcome and Introductions**

- a. Roll Call of Executive Board  
Mr. Oakley conducted roll call of the Board of Directors. A quorum was present.
- b. General membership introductions completed.

**II. Secretary's Report**

- a. April 28, 2022: Board of Directors Meeting  
Two workgroup chair names were switched. Stewart Williams is the Injury Prevention and Matt Biasatti should have been on Education Workgroup Chair. A motion made by Dr. Jesudass and seconded by Mr. Alexander to approve minutes as amended. Motion passes unanimously.

**III. Financial Report**

Slade Willes reviewed the financial reports provided in the meeting packet, including a report out on expenditures for, March April and May, budgets for HPP L, M, N, and O.

Packets have been reviewed for the EMS pass-through grants and checks should be cut by the end of the day.

Motion to approve Mr. Vandever and seconded by Dr. Jesudass. Motion passed unanimously.

**IV. Public Comment**

No comments

**V. Chair Report**

Nothing special to report; continuing to have RAC chair meetings monthly which have been taking a lot of time. The state has been transparent regarding the RAC assessment tool which is going to be a challenge and opportunity over the next year. Annual evaluations have been completed with all the staff. Managers evaluated staff and Douglas sent to chair for review, which is the first time in many years that this has been completed on time. Committee Reports are discussed in this meeting as that is the focus of what we are doing.

Mr. Oakley recognizes the following individuals:

Dr. Gonzales certificate for 6 years serving on the board and one year as EHS chair  
Soni Hunt for serving one year on the board  
Jim Jewel for serving for 4 years on the board  
Dr. Marc Trust for serving 2 years on the board

Cassie Campbell for serving on year on the board  
Sarah Leach for serving for 2 years on the board  
Kimberly Baker for serving for 2 years on the board  
Karla Jones for serving 8 years on the board  
William 'Bill' Leggio serving one year as a committee chair

**a) Data Committee**

Currently seeking a chair for the data committee.

**b) Education/Injury Prevention Committee**

Workgroups have not met yet.

**c) Prehospital Committee**

Majority of meeting was consumed on the topic of diversion. Ultimately there was a commitment made that EMS would work towards utilizing EMResource. Discussion on regions no diversion policy ensued. With some very strong opinions surrounding this topic. Dr. Abraham is working to schedule meeting with EMS Medical Directors to discuss diversion at a greater length and work on long-term solutions.

Mr. Vandever made a motion for CATRAC staff to update the region's Trauma and EHS Plan to reflect the current process. Much discussion ensued. Motion approved; none opposed. Dr. Mitchell brought up service line diversion vs. full diversion; does not feel compelled to make a motion and would like for stakeholders to have the opportunity to discuss.

**d) Cardiac Workgroup**

Working on education effort to ensure that EMS is aware of when the Cath lab is—available to help expedite patient care. For data looking into guidelines for chest pain. The self-assessment is also being addressed.

**e) Stroke Workgroup**

Roll out of new stroke rules effective September 1st. Discussion ensued. Facility stroke status has been removed and replaced with LVO lab status. Dr. Rutledge wanted lab to update status.

**f) Perinatal Workgroup**

No one in attendance

**g) Trauma & Emergency Healthcare Systems**

Has not met and needs a chair. Dr. Gonzalez has stepped down.

**VI. Executive Director Report**

Mr. Havron reviewed the Executive Director's report included in the Board packet.

Next week Slade and Douglas sequestered with DSHS staff to go through reimbursement information. Some people may be asked to come to the office to provided additional details. Douglas will provide day/time.

Discussion ensued regarding armbands. EMS agencies should apply one during transport or at time of transfer, if the patient does not already have one. Implementation date is Jan 1, 2023. More discussion on the armband process ensued and timeline for implementation.

**VII. Committee Reports**

**a) Data Committee**

Staff have looked at PhDs, data scientists, and other SMEs for chairman's role, which has not been successful. If anyone interested in chairing data committee,

please let Ben or Douglas know. To-date, the Committee has discussed priorities for trauma and whole blood, cardiac, stroke, perinatal, EMS. Desire to use more technology and systems whereby the system at the regional level (already submitting to DSHS) does not require additional submission requirements is preferred. Region will share a draft business associate agreement (BAA) get feedback then return to data committee. Also, we have reviewed a couple of vendors for data registry systems or sharing with other RACs. Consensus was to have regional registry at CATRAC.

**b) Education/Injury Committee**

Discussed and shared regional self-assessment. CATRAC resource catalog was developed. CATRAC should be on forefront of that education, shouldn't be reliant on hospitals to do education. Discussions ongoing for regional symposium with all involved and with injury prevention. The region has resources that can go out and engage the community.

**c) Trauma/EHS Committee**

No report

**d) Healthcare & Medical Preparedness Coalition**

Dr. Escott, Dr. Ratcliffe, Cory Tunnel, and Bryan Remke met with Douglas yesterday. Discussion of HCC's and mandatory compliance reporting and moving those meetings away from the check the box discussion to more impactful discussion in the future. Impacts of power/water disruption, evacuation of nursing homes, and how prolonged drought might impact LTC facilities.

**e) Whole Blood Workgroup**

Dr. Kidd reported that the workgroup meets monthly. Two major projects: 1st is onboarding. Currently have several agencies delivering whole blood in the community. Many agencies are participating in workgroup. Regional implementation matrix is being used for transparency. WG is working with We are Blood and other vendors hashing out roles and responsibilities for the vendor and for CATRAC. Working with agencies to ensure validation policies are acceptable. 2nd project is is on data and how it is collected. Questions are what data points we want to look at, how are we going to collect that, etc. No unmet needs currently. Discussion about blood reactions ensued. Reminder that transfusion patients may be coming to other facilities as well.

Notate who is here and who is absent for the report outs. Important that chairs can make the meetings.

Motion regarding data and having a mechanism for data, no registry without platform, etc. Looking to establish regional registry, fund them and task them with leading a workgroup. Need key stakeholders. Motion: first by Hamilton, seconded. Motion to establish regional registry with task to meet within next 60 days with discussions on how we will fund regional registry. Ben and Doug to work on that.

**VIII. RMOC**

No notice activation to pipeline collapse in Williamson County with MMU deployment. Outstanding reimbursements continue.

**IX. Review Action Items**

Board meeting minutes and financials completed.

**X. Next Meeting Action Items**

Next meeting October 28, 2022, at St. David's on 32nd St.

**XI. Open Discussion**

RAC Assessment tool was discussed and plans to survey members reviewed.  
Armbands/Regional Plan Updates – Ken Strange makes a motion for armband 1/1/23 in region (State is March). Terry Thompson 2<sup>nd</sup> the motion.

Motion passed.

Mr. Havron shared that CATRAC has been asked to formally recognize nurses. Discussion ensued about how that might occur, and impact of recognition needs for other regional healthcare workers.

Dr. Mitchell discussed hand transfers into the region and, looking to work with RAC to try and gather better coverage. Mr. Oakley and Mr. Havron will open dialogue with other RACs.

Dr. Jesudass questioned if bylaws prevent someone from presenting from the WG's if chair is out. If there is no problem with the bylaws, they can send someone as long as it's not every single meeting (then a new chair would be needed). If not going to be present, please delegate someone to present. CATRAC staff did try to remind and sent an updated template to show what is important for the board. Suggestion is to have them present earlier in the meeting to allow them to go back to work.

Josh wants to schedule a meeting to start to develop a plan as soon as possible for education and plans. He would like to see the report and presentation for next meeting.

Issues back and forth on EMResource NOTAMS alert sent out this morning at 10:30, no one received the alert. RR will have drone which will not fly beyond 200 meters. Will try and adjust who will be allowed to be a 'user' on the platform (group instead of personal user). Lots of conversation and moving parts, eventually Cat and Rachel will be out showing everyone what EMResource can do and how it is valuable.

Are calendars up to date on the website? Working on it.

**XII.** Adjourn 2:18pm