



**Capital Area of Texas Regional Advisory Council  
General Membership (Virtual)  
October 28, 2021  
1:00 – 3:00 pm**

**[Join Microsoft Teams Meeting](#)  
Dial in #: 469-480-8158 | Conference ID: 482 952 315#**

**Minutes - DRAFT**

**I. Call to Order**

Ben Oakley called the meeting to order at 1:00 p.m.

**II. Welcome and Introductions**

**A. Roll Call of Executive Board**

The following Board members were present or joined via Teams: Terri Thompson, James Green, Ben Oakley, James Jewell, Josh Vandever, Ken Strange, Rod Mersiovsky, Wesley Alexander, Adam Johnson, Mike Knipstein, Karla Jones, Sarah Leach, Dr. Ernest Gonzales, Dr. Ira Wood and Kimberly Barker.

**B. Introductions of General Membership and Guests**

The following guests were introduced as being present: Shandel Milburn

**III. DSHS/HHSC Update**

**A. Trauma Funding Update – Indra Hernandez**

Ms Hernandez provided a funding update on behalf of DSHS. Current RAC funding for FY 2022 was based on results of the 87th state legislative session. Additional funds were appropriated to the department to be pushed to the RACs. DSHS is currently reviewing EMS run data for the FY 2023 EMS County Pass-Thru grant. The FY 2022 EMS County Pass-Thru fund totals should have been included in RAC contract amendments, and all the RACs should have those figures. Mr. Havron asked that Ms. Hernandez get with CATRAC regarding the FY 2022 funding.

**IV. Secretary's Report**

**A. Review and Approval General Membership Minutes**

The minutes from the July 22, 2021, General Membership meeting were presented. A motion was made by Mr. Knipstein and seconded by Mr. Strange. Motion approved unanimously.

**V. Treasurer's Report**

**A. Review and Approval of Financial Report**

Slade Willes presented the Treasure's Report on behalf of Mr. Knipstein for review (attached in meeting packet). Motion to accept the Treasurer's Report as presented by Mr. Strange and seconded by Mr. Alexander. Motion approved unanimously.

## **B. Membership Dues**

Invoices for FY 2022 Membership Dues will be going out in November. CATRAC has removed the PayPal feature from our website. Please contact accounting if you wish to pay your membership dues via credit card.

## **VI. Public Comments**

None offered

## **VII. Chair Report – Ben Oakley**

Mr. Oakley refrained from giving a report to conserve time for the Board Updates further along in the agenda.

## **VIII. Executive Director Report**

- Regional Medical Operations Center called 7-RMOC-Austin/Central Texas remains fully activated under State Mission Assignment. All regional health and medical stakeholders receive weekly medical coordination calls (Tuesday 3pm) and Daily Sit Reps. Currently in the process of demobilizing DME and staffing. Continue to have mass fatality assets deployed in Waco and Temple. CATRAC received several dozen pallets of MREs today from FEMA and is in the process of receiving several dozen pallets of hand sanitizer.
- RAC Rule revisions were presented by GETAC Trauma Systems to GETAC. GETAC approved recommendation to DSHS. Proposed Rule, Contract language, and RAC Assessment criteria continue to move through the DSHS process. These revisions will have significant impact on CATRAC with a substantial amount of effort needed to complete the Assessment tool, update plans, collect regional data, and conduct analysis on trauma, stroke, cardiac, perinatal, and emergency healthcare systems. Healthcare systems, hospitals, and prehospital providers will be impacted by compliance with these new rules.
- Trauma Rule revisions were presented by GETAC Trauma Systems to GETAC. GETAC approved recommendations to DSHS. Proposed rules continue to move through the DSHS process. There are several changes to the trauma designation standards, standards for executives, trauma medical director credentials, trauma program manager standards (specifically emergency management training), increased pediatric standards, and new registry expectations. Healthcare systems, hospitals, and prehospital providers will be impacted by compliance with these new rules.
- CATRAC complete physical inventory at all holding and storage locations. DSHS GC-11 asset report has been submitted to DSHS. Inventory is now being reviewed for disposition of end-of-life assets, hospital transfer opportunities, budgetary considerations, and reassessment of current insurance requirements.

## **IX. Board Updates**

### **A. CATRAC Bylaws Revision**

The Executive Board ByLaws Workgroup has been working to revise the current CATRAC Bylaws. Revisions include structure changes to the Executive Board, alignment of committees and workgroups, amending participation requirements for meetings, revising the duties of the Board of Directors, and aligning General Membership meetings with the Board of Director's meeting schedule. In the revised bylaws, the committee meeting schedule will be modified to better align and resolve meeting overlap issues

that prevent attendance. The new meeting schedule will ensure membership has an opportunity to physically participate in multiple committee meetings. We encourage everyone to review the proposed Bylaws posted on the CATRAC website and submit feedback. A few expressed concerns with the new proposed Board structure. The Bylaws Workgroup will review feedback and provide an update, as needed.

**B. Board of Director Elections**

Due to the proposed Board structure changes in the new Bylaws, Mr. Oakley proposed delaying Board of Director elections until after the Bylaws are voted on in January. A motion was made by Mr. Green and seconded by Ms. Jones to postpone the elections until the Bylaws are passed. Motion approved unanimously by General Membership.

**X. Open Discussion**

No comments were made.

**XI. Project Updates**

**A. Crisis Standards of Care**

Mr. Havron reported that CATRAC was asked to look into adopting Crisis Standards of Care for the region. CATRAC has held discussions with local health authorities and public health along with each of its coalitions for the 29-county HPP region. CATRAC looked at two different standards that are being utilized in STRAC and NCTTRAC. After review, we found that the Mass Critical Care Guidelines for Adult Hospital and ICU Triage, which was produced by the North Texas Mass Critical Care Guidelines Task Force, in NCTTRAC, in cooperation with the US Department of Health and Human Services Office for Civil Rights was already being utilized by a large hospital system in our network. Before adopting these standards, we are seeking any membership, stakeholder, or public comment through November 30, 2021.

**B. FCC License and Regional Radios**

About ten years ago, CATRAC entered into an FCC license agreement for our call sign, and with that also secured 34 locations with 160 different frequencies. Mr. Havron is currently seeking radio communication experts to weigh in on whether renewing the license is advisable. We don't want to impact anyone's operations, but also don't want to renew something that isn't necessary. Please contact Mr. Havron if you would like to be part of the discussion.

**XII. HPP/EMTF Updates**

**A. Healthcare Coalitions TSA's L, M, N, O**

Ms. Mieth gave an update on the healthcare coalitions. ASPR has updated the coalition surge test tool to the medical responsive surge exercise tool. The coalitions will be looking at how to incorporate the new tool in with exercises. This year, the coalitions will be conducting a radiation exercise in each region.

**B. Emergency Medical Taskforce-7 (EMTF-7)**

Mr. Karshens gave an update on the state EMTF program. A few weeks ago, five members along with a CATRAC staff member attended a Medical Incident Support Team (MIST) Class which was held in Galveston. CATRAC staff is currently working on the budget for new EMFT state funding. Mr. Karshens encouraged members to join the EMTF program.

**XIII. TETAF Updates**

This agenda item was skipped due to time constraints.

**XIV. Healthcare Systems Updates**

Ascension Seton Hays redesignated as a Level II Trauma facility. No other updates were provided.

**XV. Other Business**

No other business was discussed.

**XVI. Committee Reports**

**A. Education Committee**

Ms. Hassell provided a report. The Education Committee held a successful virtual mini education series in August. The series had about 60 attendees and provided seven total hospital and pre-hospital continuing education hours. The committee is currently working on creating goals and objectives.

**B. Pre-Hospital**

Ms. Hamaker provided a report. The committee is working on current goals and will hold a meeting on November 18<sup>th</sup> to review the proposed RAC Assessment Tool to ensure future goals align with the state's expectations. They are also looking at what data is already readily available to pull. The committee is also looking at restarting the Common Badging Workgroup.

**C. Perinatal Committee**

Dr. Loyd provided a report. During the meeting this morning, committee members provided updates on the neonatal admission temperature project, which is a quality improvement project that we're doing in partnership with the Texas Collaborative for Healthy Mothers and Babies. Designation surveys are going smoothly.

**D. Injury Prevention**

Ms. Hullum provided a report. The committee resent a COVID-19 Impact Survey this morning to determine the impacts the pandemic has had on injury prevention initiatives. The committee reviewed the proposed RAC Assessment Tool and discussed what areas need improvement including data collection. The committee also requested that CATRAC staff look into putting a public calendar on the website for agencies to post injury prevention classes to.

**E. Stroke Committee**

Mr. Havron provided a report. The committee reviewed the proposed new RAC Rules and RAC Assessment Tool and discussed how they would impact the committee and how the committee could meet indicators for a Level 5 as best practice. The committee also discussed data and data collection including data with Get with the Guidelines, data at the RAC level, and other standards of collection. They also discussed utilizing EMResource to update lab status available or in use for stroke patient transports and making that information available to the to the prehospital provider through EMResource. The committee plans to have further discussion about having the lab tech update EMResource and implementing the practice across the region.

**F. Trauma Systems & Operations Committee**

Dr. Gonzalez provided an update. The committee reviewed the proposed RAC Assessment Tool and discussed how the committee could meet indicators for a Level 5 as best practice. They also discussed data collection and what data could potentially be collected.

**Trauma & Emergency Healthcare Systems Plan Update-** Dr. Gonzalez presented the Trauma & Emergency Healthcare Systems Plan and reminded everyone that it is a living document. The RAC is required to have review and accept a Trauma Plan annually. We are behind on approving the plan, so to remain compliant Dr. Gonzalez made a motion to accept the plan. Ms. Jones seconded the motion, and it was approved unanimously by General Membership.

**G. Whole Blood Workgroup**

Mr. Havron provided a report. The Whole Blood Project equipment that was purchased with LPG funds has been delayed getting here due to shipping delays. Recently several EMS medical directors met with CATRAC and expressed their concerns about the whole blood contract agreement with We Are Blood. One of their concerns was that they are being held to storage temperature standards verses transport temperature standards. Mr. Havron had a discussion with We Are Blood and learned that they had already submitted a question to the FDA regarding temperature ranges. The FDA responded that the storage standards apply because the blood will go back into the system for redistribution if it's not used. CATRAC will be scheduling a follow-up meeting with the EMS medical directors to address other items within the agreement as well.

**H. Wristband Workgroup**

Ms. Hamaker provided an update. Another workgroup meeting needs to be scheduled. CATRAC currently has the wristbands that were ordered for EMS agencies. There has been discussion regarding distributing them to everyone verses having pilot agencies use them first. If you're interested in joining the workgroup, please let us know. Mr. Havron would like to get the wristbands out to everyone as soon as possible. He reminded everyone that new stroke and trauma rules will require utilizing them and he does not want CATRAC to be the reason they are not compliant once they are passed.

**I. Common Badging Workgroup**

No updates were provided.

**XVII. Next Meeting/Adjourn**

The meeting adjourned at 3:02pm.