

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

Minutes - DRAFT

I. Call to Order

The meeting was called to order at 12:10pm by Ben Oakley. Mr. Oakley conducted roll call of the Board of Directors. A quorum was present and general membership introductions were completed.

II. Approval of Minutes

- A. **December 9, 2021: General Membership Meeting** – Minutes were presented, and a motion to accept was made by Dr. Jesudass and seconded by Ms. Thompson. Motion passed to approve minutes unanimously.
- B. **February 18, 2022: Board of Directors Meeting** – Minutes were presented, and a motion was made by Dr. Jesudass and seconded by Mr. Alexander. Motion passed to approve minutes unanimously.

III. Financial Report

Mr. Willes reviewed the financial details and summary documents provided in the Board of Director's meeting packet as well as noted:

- Expenditures progressing as planned with final large purchases to occur in May, including regional radiation detectors and other project.
- CATRAC General Fund positive variance
- FY22 Grant funding:
 - ASPR 2022 grants - No notable activity
 - RAC/EMS 2021 grants - No notable activity
 - RAC Development 2021- Increase of \$10,118 for this grant year
 - EMS County Pass Thru FY22 - Funding has been increased from \$205,822 to \$221,256.
 - EMTF Rider Funding - Funding approved and budget officially approved as well.
 - FY23 budgets in the approval process
- Cash Management - As of March 31, 2022 at Johnson City Bank, our two accounts have the following current balances:
 - OPS Account: \$181,293.48. This account is the main operational account used for bill paying, purchasing, and salaries (funded through our grant deposits).
 - General Fund \$219,141.95. This account is the General Fund account used for salaries, sales tax, catering for Board meetings, and other misc. expenditures disallowed by grants.

Mr. Green made motion to approve the financial report as presented, Ms. Thompson seconded, the motion passed unanimously.

IV. Public Comment

No comments

V. Chair Report

Mr. Oakley reminded everyone that the bylaws have changed, and it takes time to adjust. He acknowledged that some committee meetings were canceled. The committee structure has changed, and chairs are being appointed. RAC chairman appoints the committee chairs.

- Data Committee - Staff has been working with data scientists and people with a similar background for the committee chairman's role. No chair has been appointed at this time.
- Education/Injury Prevention Committee - This is a combined committee with two workgroups. Rhonda Coombes is the committee chair, Matt Bisatti is the chair of the Injury Prevention workgroup, and Stewart Williams is the chair of the Education workgroup.
- Prehospital Committee - Committee chair is Dr. Heidi Abraham and Dr. Emily Kidd is the chair of the Whole Blood Workgroup.
- Trauma & Emergency Healthcare Systems - Dr. Earnest Gonzales is the committee chair, while Dr. Rutledge, Dr. Llyod, and Dr. Schutt are the stroke, perinatal, and cardiac workgroup chairs, respectively. Trauma and EHS workgroups do not yet have an appointed chair.
- Health & Medical Healthcare Systems Coalition – Dr. Taylor Ratcliff is the committee chair.

VI. Executive Director Report

Mr. Havron reported that the bylaw changes are in affect as of the last meeting. He then reviewed the written Executive Director report.

VII. Committee Reports

A. Data Committee

Mr. Oakley shared that this is a fundamental committee. Data is needed for transfer patterns, injury patterns, and others (STRAC/SETRAC/NCTTRAC) are able to answer questions with their robust data systems. Our region has not embarked on data collection. Mr. Havron reported that there are opportunities to partner with RDC for \$6,300 a year, SETRAC at \$3,500 a year, neither would give us the robust nature like our own system which is estimated to be \$125,000 annually. Lengthy discussion involved everyday potential use, short term vs. long term options. Motion made by Dr. Mitchell and seconded by Dr. Jesudass for CATRAC staff to make formal recommendation on a solution and budget.

B. Education/Injury Committee

The workgroups and committee have not yet met.

C. Prehospital

Dr. Kidd commented that the Whole Blood workgroup has been meeting and making progress. Whole blood equipment has all been received from the LPG21 grant and is ready for pickup. The pre-hospital committee has not yet met.

D. Trauma/EHS Committee

Dr. Lloyd spoke about the neonatal rule changes and the quality improvement actions within the RAC and the need for data. The other workgroups and the committee have not yet met.

E. Healthcare & Medical Preparedness Coalition

Mrs. Hamaker shared that the radiation exercise is May 16th through the 20th and free trainings are coming up as well.

A couple of workgroups, critical care focuses on providing care in a rural system. Communication workgroup is needing assistance in radio communications if anyone is interested. HCID annex will close on June 30th.

VIII. RMOC

RMOC has been done virtually and reporting continues for hospitals. State Mission assignment continues through May 2022. After which we will close the warehouse on 183. There have been DSHS rules revision, 157.122 TSA and stroke rules have been adopted. There is a diversion button on EMResource. Neonatal rules are pending, trauma and dialysis rules are still with the coordinators office and could be up to 42 weeks. EMS and Med Advisory rules are still pending. The FY23 proposal is in the first draft.

IX. Review Action Items

Completed

X. Next Meeting Action Items

None

XI. Open Discussion

CATRAC has two new employees Rachel Lindsay, Emergency Healthcare Systems Program Manager and Katherine (Kat) Knight, Emergency Healthcare System Program Administrator.

EMResource audit is needed to ensure user listing are accurate. This should be done by the administrator listed for each entity.

CATRAC is looking to partner with organizations conducting education. Please contact Rachel for CATRAC resources. Arm band rollout is progressing and there are still some EMS agencies that need to pick up armbands.

Ms. Manor-Coombes shared that TETAF has upcoming meetings, and she can be a direct line with TETAF, as a member of the board. Rhonda will ask the TETAF board about legislative actions needed to increase RAC funding for all duties to be carried out.

The regional mobile medical unit supported the Silo Marathon last weekend in Waco. And will be supporting MS150 next weekend.

XII. Adjourn 1:33pm