

## General Membership Meeting

St. David's Medical Center

Oct. 24, 2024

1230-1500

I. Call to Order

Vice Chair, Josh Vandever, called the meeting to order at 1231.

II. Roll Call of the Board of Directors

Ira Wood and Justin Soulier absent. Quorum met with members in attendance.

Douglas Havron reminded attendees, including Board Members, to scan the QR code to check in for the meeting. Mr. Havron discussed attendance, tracking, and how accurate affiliation tracking impacts membership. Questions regarding attendance should be routed to [nroller@catrac.org](mailto:nroller@catrac.org).

III. Secretary's Report – Douglas Havron

Board members have two sets of minutes in the packet. The September 25, 2024 virtual board meeting minutes are submitted for approval. The last General Membership meeting minutes were previously approved. Dr. Jesudass made a motion to approve the minutes, Mr. Ken Strange seconded. All in favor, motion carried.

IV. Treasurer's Report – Alesia Palmer

Ms. Palmer verbally discussed the detailed written Treasurer's Report provided in the Board packet. Closing FY24 Grants, all expenditure reports have been submitted for the HPP & EMTF grants. There is \$24k in carry forward funds for the RAC that will be spent by Q1 or Q2 FY25. RAC EI carry forward funds \$13,000 to be spent by 2<sup>nd</sup> quarter of FY25. For RAC development, Q4 expenditure was completed. FY24 rider was completed. For the SB8 grant, there were over 136 scholarships, 12 cancellations, and 22 additional were awarded between June and August.

The FY23 independent single audit was completed. Minor issues found in prior year audits, have all been resolved.

As of September, there were 11 outstanding invoices for membership dues totaling \$8000. We are finishing 990 tax filing. Reviewed balances for each bank account.

Mr. Strange made a motion to accept the treasurer's report. Mr. Mike Knipstein seconded the motion. All approved, motion carried.

V. Truist Business Resolution – Douglas Havron

Mr. Havron asked that the board consider a Truist Bank business resolution. Currently, Mr. Oakley is the business associate and primary admin for the business account. CATRAC would like to add Zelle but cannot without Mr. Oakley's approval at the bank. Mr. Havron is requesting the membership to consider adding Douglas as the primary admin, and the Executive Officers as signatories to the Truist account.

Mr. Oakley requested a vote on the resolution. Dr. Mitchell made a motion to accept the resolution, Mr. Vandever seconded the motion. All in favor, motion passed.

VI. Public Comments

None

VII. Chair Reports – Benjamin Oakley

Mr. Oakley stated they will announce Committee Chairs for 2025 in the coming months and will distribute once completed.

VIII. Executive Director Report – Douglas Havron

Mr. Havron verbally reviewed the written Executive Director report provided in the Board packet, including: multiple contracts and agreements, BAAs, PAAs, etc.

DSHS contractual funding was deposited in September.

We have 17 SMA packets waiting to be submitted for reimbursement and there is one under review. There are nine sitting with DSHS, two have been approved and are awaiting payment.

County pass through funding process will begin in the coming months.

SB8 scholarships available balance is approx. \$1800. The final reconciliation report on the students that dropped, failed, or didn't pass is being compiled for submission to DSHS. For those students, we are seeking reimbursement to return to the scholarship fund. The funds must be spent by the end of December.

DSHS GC-11 detailed inventory has been submitted to DSHS.

No RMOC activations recently.

We have a number of reports due to DSHS in the packet, including the final narrative and annual report. We will issue a 2024 annual report that is bound, colorful, and full of graphics in early January.

#### IX. Committee Reports

##### Cardiac Workgroup – Dr. Schutt

STEMI receiving center implementation will begin in February. The Cardiac Workgroup would like to develop a similar process for recognizing cardiac arrest centers. Dr. Schutt would like to have a shared collaboration with the Stroke Workgroup to further refine the STEMI receiving center process.

After three years, Dr. Schutt is waiting for final approval in November for EMS to start administering Zalunfiban. Williamson County EMS is the second place in the entire country that would be able to do this.

##### Data Committee – Diana Norris

The Data Committee had an ESO demonstration for the trauma registry. There were some miscommunications about the logistics of the regional solution, so Kat clarified the verbiage and level setting. The regional solution today is the repository and SFTP site. EMS is already providing info into the repository. The Committee is starting with trauma because there is a national data dictionary and trauma centers currently submitting these files to the state. The same information will be sent to the regional trauma registry once it's up and running in 2025. Mr. Havron was promised access in the next 30-45 days.

A task force was created to develop data governance guidelines. The document is still in draft form at this time.

Douglas reviewed submission requirements for trauma facilities and how it impacts membership status.

##### Education/IP Committee – Rhonda Manor-Coombes

The injury prevention initiatives will be presented quarterly. The next projects are firework safety and CO<sub>2</sub> education.

A task force will be formed for the 2025 symposium. Open to suggestions and seeking volunteers. There is a possibility to charge for attendance.

The WHALE project is a new project provided by the TX ENA. A small WHALE sticker is placed on a child's car seat in the event that the adult is not able to provide information on the child. Rhonda would like to promote this statewide.

#### Pre-Hospital – Dr. Heidi Abraham

The Committee has been cleaning up emergent transfer criteria, pending additional language. The Pediatric Workgroup provided a good presentation regarding documenting photos for pediatric patients during an MCI.

The EMS capability matrix is still in progress. We are gathering feedback from responders.

The First responder blood borne pathogen process is pending. Dr. Kidd is working on draft revision.

#### Whole blood workgroup – Dr. Heidi Abraham

The Whole Blood Workgroup is continuing to audit administration and outcomes data. We have been discussing various data tracking opportunities, such as Pulsara. The second project is developing a robust rotation system.

EMS is purchasing whole blood and will have to throw away expired units. There is an opportunity for EMS and hospitals to rotate blood bags to avoid wastage. Dr. Abraham encouraged hospitals to use more whole blood more often. There is an ongoing effort to increase number of prehospital agencies carrying and giving whole blood.

The whole blood form may be revised. More to come.

#### EMS Medical Director - Dr Andrew Chou

The main project for the EMS Medical Directors is identifying the necessary columns for the hospital and EMS capability matrixes.

#### EHS Committee – Tara Neeley

The Committee is presenting to the Board the emergent transfer criteria and the high/moderate risk field triage criteria. Douglas Havron added that this is final version that two committees agreed upon and recommended these to be added as an amendment to the EHS plan.

Dr. Escott stated that these were not part of the packet and requested to table the vote until next meeting so they have time to review the criteria presented.

Mr. Oakley advised they will distribute to General Membership and bring back to Feb meeting for public comment.

The MCI Task Force will be re-forming in 2025.

Trauma Workgroup - Tara Neeley

The Prehospital high moderate risk criteria was presented to both EHS and Prehospital Committee.

The trauma workgroup is awaiting the final version of the new trauma rules.

Perinatal Workgroup – Dr. John Loyd

Not present. No report.

Stroke Workgroup – Dr. Gaurang Shah

Not present. No report.

Pediatric Workgroup – Dr. Kate Remick

The Pediatric Workgroup has been prioritizing the Texas pediatric readiness project, and setting regional goals, targets & timelines. The goal by December 2025 is for all hospitals in CATRAC to have taken the NPRP assessment and identify pediatric champions per facility. The assessment results will be submitted to CATRAC and the group is working through confidentiality agreements. The second goal is for CATRAC facilities to be participating in NPRQI by December 2026. Dr Escott made a motion to approve the goals & getting NPRP assessments. Unanimous approval.

Mr. Havron stated that photo identification will go into the MCI annex to supplement strategic preparedness and regional response which will impact all four regions. The internal team met with Guy Stevenson to begin creating MCI taskforce.

Mental Health Workgroup – Marissa Malik

Marissa will chair newly organized mental health workgroup. The workgroup members will consist of local mental health authorities initially and will then be expanded to other CATRAC members.

HCC - Dr. Mark Escott

The regional HVA discussion is due Dec 13. The challenge is that the HVA must be submitted for each individual facility in the 29 counties.

The Coalition is currently revising regional preparedness plan and updating the current draft with lessons learned from COVID 19 and Winter Storm Uri.

The Supply chain integrity report is pending, and the readiness assessment is due Nov 6.

There is a notice regarding crystalloid shortage due to the hurricane in Florida.

X. Board Member Elections

Mr. Havron reviewed nominations & ballots. Mr. Oakley allowed time for additional nominations from the floor. The representatives voted on the new board members.

Kevin Tisdell from Hamilton EMS was elected as the San Saba/Llano representative. Sam Schuleman from Buda FD was elected as the Hays/Blanco representative. Dr. Wood, Ben, Josh, Robert Luckritz, Dr. Jesudass, and Dr. Fausto Meza were re-elected for another term.

XI. By Laws Amendment

Mr. Oakley reviewed all proposed changes, including the language for the PI committee. Language was amended as discussed.

Mr. Oakley requested a motion to accept the PI committee. Mr. Vandever made a motion to accept. Dr. Escott seconded the motion.

XII. Additional Comments

Daniel Sturdevant presented challenge coins to agencies that responded to Hurricane Beryl.

XIII. Adjourn

Wesley Alexander made a motion to adjourn. Ken Strange seconded. Meeting adjourned at 1500.