



CATRAC
Capital Area Trauma
Regional Advisory Council

**Capital Area Trauma
Regional Advisory Council
Executive Board & General Membership
Meeting Minutes
January 22, 2009**

I. Call to Order: The meeting was called to order at 1:02 p.m. by RAC Chair, Jackie Gondeck.

II. Approval of the Minutes: There was a motion from Vangie Barefoot and a 2nd from Cindy Swan to accept the October 23rd General Membership Meeting minutes. A unanimous vote followed. Dr. Dire requested a correction to the December 18th Executive Board Meeting minutes. His name is misspelled. There was a motion from Melanie Tucker to accept the minutes with the requested correction and a 2nd from Sylvan Mersiovsky. A unanimous vote followed.

III. New Officers Recognition:

Dave introduced the new officers to the general membership. Jackie Gondeck is Chair, Scott Fernandes is Vice Chair, Kat Gann is Treasurer, and Juliette Brown is Secretary.

IV. Treasurer's Report: Kat Gann & Dave Reimer displayed a summary report of CATRAC funds up through Dec.'08. Dave clarified the line item labeled "Contractual (Program)" as a term used in one of the grants the RAC receives – see handout on file at the CATRAC offices. Melanie Tucker made a motion to accept the treasurer's report as presented, Scott Fernandes 2nd the motion and a unanimous vote followed.

V. Public Comments:

Vangie announce that Williamson County has added another hospital accepting adult and pediatric sexually assaulted patients.

There are now four total:

John's Community Hospital
St. David's Round Rock Medical Center
Scott & White Round Rock
Cedar Park Regional Medical Center

Paula Yuma provided an advocacy update and reported on the recently filed booster seat bill (SB 61 and HB 528).



CATRAC
Capital Area Trauma
Regional Advisory Council

VI. Chair Report: Jackie Gondeck

Jackie reported on the recent officer's meeting that Dave convened to discuss strategic direction for the RAC. This was a preliminary meeting in advance of a lengthier meeting on the same subject where the committee chairs might be asked to attend. The officers discussed the need for the Board and General Membership to be more active. They also discussed using a more regional/systems approach when purchasing equipment. There was agreement that more work needed to be done to raise awareness about the RAC and its purpose.

Dave reported that DSHS asked what the RAC's sustainability plan is regarding state and federal grant funds. Dave would like to explore this question and develop a plan as a RAC. There was discussion about why this question might have been asked and if grant funds were in jeopardy of going away. Dave has not been given any information to that effect and DSHS gave no indication that was coming. It was mentioned that it's a good idea to think that way anyway and prepare – frequently grantors want to know how you plan to leverage funds. Dave wants the RAC to look at how we want to use current and future grants regionally.

VII. DSHS Report: no one was present to provide a report. Arlen Bohlenbacher contacted Dave and stated he would not be present. He is working on either sending a hard copy update or visiting with Dave prior to the meetings.

VIII. Trauma Center Update:

Dr. Brown reported: The Trauma Conference will be June 4-5. Dr. Brown distributed flyers. He mentioned that they are looking for a lot of local participation especially from the RAC membership and they expect there will be attendees from out of our region also. The registration fee is \$200 for non-doctors and \$375 for doctors. He referred people to the website for details.

Brack is hosting their first ATLS class in March and later will put on an instructor course to build local instructor capacity.

ACS is tentatively scheduled to come in mid-June to for DCMC and Brack for a verification visit. Both facilities are asking for a Level I verification.

Dr. Maxson reported: He reiterated what Dr. Brown said about the mid-June ACS visit. Dr. Maxson said they will be keeping an eye on demand for ATLS and that they have the capacity to host more classes as needed.



CATRAC
Capital Area Trauma
Regional Advisory Council

IX. Director's Update:

Dave discussed the DSHS RAC day where the RAC performance criteria were clarified. Arlen visited with Dave last week to talk about the Annual Review and Arlen was very complimentary of the RAC. He said he felt that this RAC is very proactive and works well with the state. Please see complete comments on file at the CATRAC.

Dave shared some highlights of Arlen's comments: make sure that the bylaws and the Trauma System Plan are reviewed annually, QI Plan needs updating to change TDH – to DSHS, he considered the job description evaluation process a work in progress, and he asked about how we communicate with member organizations. Overall, it was a very favorable report with minor corrections/clarifications.

Dave discussed the regional drill that happened in December. He said it went really well and there was excellent regional cooperation. The drill involved evacuations and patient tracking. The Seton & St David's networks did a great job working together. Among other things the drill tested the communication project that the RAC has been funding for the past few years.

The EMTrack work group is working with RAC L and RAC Q to work out an EMTrack/ WebEOC interface.

Dave reported that the RAC is using some grant money to purchase communications equipment for outlying EMS services to assist with their communication with Austin on as they drive in. Johnny Campbell reported that he is working with CAPCOG on a new Motorola radio that uses 800/700, and VHF all in one (Burnet, Llano and Blanco Counties). Johnny said it is being Beta tested right now to work out the bugs, Marble Falls, AFD, and DPS are just some of the agencies testing the new radio. Melanie asked a question about the source of the funds for these radios. Dave said he will check on that and bring back an answer. Johnny said he had one of these radios with him today if anyone wants a closer look.

Dave reminded the membership that Michelle Fillman is not longer with the RAC because she moved to Pennsylvania. Dave noted that they are not planning on filling Michelle's position yet. They are evaluating this right now to see if they want to expand or change the job description.

Dave asked that the membership keep Glenda Ragland in their thoughts as she has been having some health problems recently.

Dave reported on TETAF – the State is using this foundation to assist with designations and all but one of the RAC is a member now. They are also working



CATRAC
Capital Area Trauma
Regional Advisory Council

on the Trauma Registry changes. TETAF is pushing the state on some resolutions to the Registry.

Dave will send out TETAF divisions to the membership to see if anyone wants to volunteer.

Old Business:

- I. Location/Storage – Dave reminded the membership that the RAC offices have moved and this allowed the RAC to close out some storage units and store items in the new office space instead.
- II. Website – Dave encouraged members to view the website, especially the calendar. He stressed that they are going to be using the website more in the future to post items and keep members up to date. He added that they may add meeting minutes in the future and will use the website more to reach out to the membership.
- III. Bylaws - At the October combined meeting some changes to section 7 of the bylaws were suggested. Dave announced that he has made those changes and he will post the new version to the website shortly.
- IV. Educational Offerings January/February

Dave reported that there will be Medical Special Needs conference in Austin in February that relates to sheltering and evacuation. He added that more information can be found on the website. See handout that was provided on file at the CATRAC.

Scott Fernandes reported that he has been working with TEEX to put together a Spanish for Emergency Responders course. The course is geared towards fire & EMS responders and is 24 hours long. The fee is \$250 for non-RAC members and the RAC is subsidizing \$100 for RAC members. The course will be held at Lake Travis Fire and Rescue. Details are on the RAC website. Scott added that there will be CEs for EMS and fire available.

Dave let the membership know that the U.S. Dept. of Health and Human Services is hosting a free training conference in Dallas in April. Members can find the syllabus and more info on the HHS website. He added that the TX Homeland Security Conference has been combined with the Texas Hurricane Conference. The registration fee is \$150. Dave noted that there is also a National Hurricane Conference here in Austin in April.



CATRAC
Capital Area Trauma
Regional Advisory Council

A BDLS class is being held tomorrow out at ABIA. There are about 60 people registered.

The Stroke Conf is next week. The fee of \$20 includes lunch. Dave thanked Dr. Harding for leading that effort.

New Business:

I. SDGH Trauma Designation

Linda from Georgetown Hospital addressed the membership and explained that Georgetown Hospital has been a level IV hospital in the past and is up for re-designation in July. The state has expressed that they want them to go to level III – they are asking for RAC support to stay a level IV.

There was general discussion over a level III vs. level IV designation and what the key differences are. There was also general discussion about growing Level IVs in our RAC and the support the Level IVs would need to do that. The topic was tabled with the recommendation to send to the PI Committee for further discussion. Based on discussion at the PI Committee meeting on Feb. 10th, the Committee will send a letter to SDGH on behalf of the CATRAC informing SDGH of whether to support their request to continue as a Level IV facility.

II. Amendment to Articles of Incorporation

Dave discussed the Certification of Account Status. The RAC has been trying to get the address changed for several years and was recently informed that the RAC needs to make an amendment to the articles of incorporation to make the address change official. Lee Charlton made a motion and Melanie Tucker 2nd to make the change. A unanimous vote followed.

III. Cardiac Vest Update

Matt Rochner from Zoll LifeVest presented on their cardiac vest. He demonstrated what it does so the membership can be familiar with it and know how to interact with it.

IV. Conferences – Hurricane, Regional & National, DSHS Day

See above under Director's Report



CATRAC
Capital Area Trauma
Regional Advisory Council

Committee Reports and Action Items:

Dave discussed a wish to have the quarterly meetings to be just a summary/networking type of meeting and to start having more frequent committee meetings between General Membership meetings where actual committee work can happen.

Disaster

Scott is working on disaster tag education in the Burnet area and is willing to share this with other areas.

Education

Chris Parker met with Dave a few wks ago to talk about the future of this committee and expansion of courses. An email questionnaire will be going out to the membership requesting input on the committee and future offerings.

Stroke

Dr. Harding reported that they are looking forward to the conference next week. The committee is working on goal of reaching out to the community on stroke education. They may do this possibly through video on TV and information to hand out to the public. Additionally, they would like to develop a stroke PI data collection sheet that is similar to what STRAC has.

Budget & Bylaws/Government Relations

Dave asked for the membership to consider supporting the booster bill. Sherry Brown made a motion, Juliette Brown 2nd and a unanimous vote followed.

Pre-Hospital Care and Transportation – Hospital Care & Mngmt.

Scott Fernandes discussed the committee make up, membership, improving communication, and meeting time and locations. The committee will likely use conference calling to meet more regularly. The committee discussed goals and is waiting to finalize them after board goals are determined at the upcoming strategic planning session. Scott made a suggestion to add (with password) a committee member's location on the website and asked the board to consider this suggestion.

Aero Medical

Dr Dire reported that the core membership has been pretty regular. They are working on safety issues, specifically standardizing communication between the aero medical services. He mentioned that there have been situations with two services transporting patients to the same hospital at nearly the same time. No one regulates this or the helipad activity at hospitals so this could be a safety issue. Dr. Dire added that there is a standardized radio frequency for



CATRAC
Capital Area Trauma
Regional Advisory Council

air to air communications. STRAC has already prepared a protocol and that this committee will use as the jumping off point to create one for our RAC.

Pediatric/Injury Prevention

Gaylen Tips – recommended Paula Yuma as the new chair of this committee and Linda Galvan as co-chair. Linda has been looking at having car seats in some of the region's ERs. The committee would also like to meet more often and perhaps use conference calling. The committee also talked about the importance of creating a regional registry.

Performance Improvement

Dr Brown reported that the committee has restructured and has been meeting monthly. Dr. Brown is the chair and Tom Partin is co-chair. They will be asking for quarterly information from hospitals for two PI filters and any other cases they want the PI committee to look at. Additionally, they will be identifying items that might suggest educational opportunities.

V. Discussion and Scuttlebutt:

Dave Reimer announced that Melanie Tucker has an ambulance dedication next week and all are invited.

Chris Cannealy (Fire Chief Cedar Park) been appointed to the Texas Fire Chiefs Association.

Mike Griffith announced that Seton tower construction is over and the helipad is back open again.

There was discussion over EMS truck security in this area – an open question on the effort to keep trucks secure.

Seton Main announced that they are working on a big falls initiative to reduce the number of falls at their site.

VI. Next Meeting Update

The next Executive Board Meeting is February 26th 2009.

VII. Adjourn at 3:04

Motion to adjourn was made by Sherry Brown, 2nd Susan Swan. A unanimous vote followed.

Respectfully submitted by:
Juliette Brown, MHS, CHES
CATRAC Secretary