



Chairman	Kenneth Mattox, M.D.
Chief Executive Officer	Darrell Pile
Vice Chair-Hospital Services	Tom Flanagan
Vice Chair-PreHospital Services	Lon Squyres
Secretary	John Kowalik
Treasurer	Amanda Campos
Member at Large	Kristen Turner

SouthEast Texas Regional Advisory Council (Trauma Service Area Q)

Austin, Colorado, Fort Bend, Harris, Matagorda, Montgomery, Walker, Waller and Wharton Counties

Board Meeting Minutes April 20, 2015

CALL TO ORDER

Dr. Kenneth Mattox, Chair, called the meeting to order at 6:30 pm. The meeting was held at the HCA Division Offices in Houston, Texas.

ROLL CALL

Donald Morrison, SETRAC Comptroller, called roll and a quorum was established.

WELCOME/OPENING REMARKS

Dr. Mattox commended the region for their outstanding networking and collaboration, and discussed how studies and data have shown our systems and designations save lives in our community.

Officer Reports

A. Vice Chair Pre-Hospital Services

Brian Petrilla with Fort Bend County EMS and current GETAC EMS Committee member gave an update in the absence of Lon Squyres. Mr. Petrilla stated the GETAC committee will be holding several meetings at different locations around the state to discuss and receive recommendations from EMS providers on making recommendation to DSHS for revision of the "Texas Administrative Code, Rule 157.11 Requirements for an EMS Provider License". After all the meetings have been held, the GETAC EMS Committee members will then present the recommendations to DSHS which the committee would like to see revised. He stated there are issues with the funds for the local projects and the plans are for those funds to be managed at the RAC level next year. Darrell Pile reported DSHS called today and they have made the decision to grant the funds for these projects (Advanced HAZMAT Life Support and Instructor training) with a spending deadline of August 31st.

B. Vice Chair Hospital Services/Bylaws Update

Mr. Pile reported the bylaws still need to go to the Executive Committee for voting. He stated anyone having recommendations for the bylaws to submit them for review.

C. Member at Large/Nominating Committee

Kristen Turner reported there are several terms expiring in July as follows; Fort Bend County, Montgomery County, Walker County, and for the hospitals, HCA, St. Luke's Tenent, and an At Large position, and several officer positions which we will be handling in the next few months.

D. Treasurer's Report/Financial Update

Mr. Morrison reported on behalf of Amanda Campos. He directed the Board members to the financial report broken down by cost category. He reported the budget is on target to spend out by the end of

the fiscal year. HPP funds end on June 30th and the RACs, EMS, and general funds end on August 31st.

Mr. Pile advised the full financials go to him, Lori Upton, Lon Squyres, Amanda Campus, and the Executive Committee for review before presentation to the Board.

E. Chief Executive Officer's Report

Mr. Pile introduced Dr. Julie Graves, the newly appointed Medical Director of DSHS Region 6/5South. She was able to spend some time at TranStar last week during the regional exercise and is looking forward to working with SETRAC.

He directed the Board to his report in the Board binders that was sent out last week. His goal going forward is to send out the reports a week in advance of the Board meeting to assist in accelerating the presentations and conversations at each meeting.

- The HPP budget remains the same as last year and we should be supplemented with approximately \$700,000 in Ebola funds. The merit increase program is in place for this year and has been approved by DSHS.
- Strategic Quality Improvement has been and is extremely important throughout everything we do. The concept of inviting everyone to attend each other's meetings is working out well and carrying the message from all committees, through all committees, which is leading up to great expectations, including the International Stroke Conference featuring SETRAC's international stroke protocols.
- Mr. Pile will be in Austin this week to testify on behalf of Representative Sylvester Turner's bill as stated in his report. There are other bills being filed that will help EMS, Trauma, and the RACs. He acknowledged the members not yet announced, but expected from the House and Senate (all from TSA Q, H and R).
- SETRAC hosted a meeting of hospital systems and medical school presidents earlier this month to discuss the challenges faced by Ben Taub and the Harris Health System. Dr. Mattox gave an overview of the factors involved including distribution of funds, patient needs outgrowing funds, and the necessity for physician and staff growth.
- The Cardiac Committee co-chairs have asked SETRAC to "unblind" hospital data. Mr. Pile proposed the Board wait until the July meeting to vote allowing SETRAC staff to contact the affected hospitals to ensure their feedback is heard.
- The bylaws proposal will be posted next month and voted on by the Executive Committee for adoption at the next Board meeting.
- It has been suggested that SETRAC consider setting minimum criteria for EMS agencies to meet and for those EMS agencies to then be entitled to notify potential clients that they have met SETRAC criteria. Mr. Pile suggested this go to the EMS Committee for review.

Preparedness Report

Mr. Pile directed the Board members to the Preparedness report in the Board binders. He gave a brief overview of some of the highlights including:

- Full scale Ebola Transportation Exercise was held in February.

- Lori Upton was a representative at the Institute of Medicine's Forum on Medical and Public Health Preparedness in Washington D.C.
- Ms. Upton was invited to present at the National Advisory Committee on Children in Disasters to identify current capabilities and gaps.
- Technology updates for RCV-Q and the satellites at the HEC and TranStar are now operational.
- The trip to Thailand in April was a huge success. Mr. Pile and Ms. Upton were key note speakers at their International EMS Forum and Expo presenting on our coalition, planning efforts, and previous response activities and strategies for success.
- WebEOC is up and running in TSA H and they are able to communicate with the state and CMOC, and hospitals can communicate with each other for the first time.
- Decon training is ongoing.
- DSHS has notified all nursing homes that they are required to align with the RACs for bed capacity information. SETRAC currently has 1,000 nursing homes in the process signing up to submit their bed availability in the event of a disaster.
- SETRAC has developed staff that are now out delivering presentations on their own.
- SETRAC has upcoming community events and training and exercises as listed in the report. The regional exercise "Purple Haze" was conducted at TranStar and went well. Mr. Pile thanked Harris County for their participation and hospitality.
- First Net is happening on a national level and is endorsed by the President to have a redundant communications system in place especially if all other systems should fail. Harris County is the first provider of First Net and our RCV-Q Communications asset is the first mobile asset provider of First Net services in the nation. The RCV-Q will be on display at the upcoming TDEM Conference.
- EMTF-6 is looking for a hospital to supply a cache of pharmaceuticals in the event of a disaster.
- Eleven members of the EMTF-6 MMU team were deployed in support of the 26th annual, grueling Bataan Memorial Death March through the deserts and mountains of White Sands Missile Range, New Mexico. EMTF6 currently has agreements with 84 regional partners and is led by Mark Sastre, SETRAC Emergency Medical Task Force Coordinator.
- The IT Department is currently working on a new website for setrac.org.

COMMITTEE REPORTS

- A. Regional Healthcare Preparedness Coalition (RHPC) – Mr. Pile reported on behalf of Sharon Nalls and directed the Board members to the Regional Healthcare Preparedness Coalition report in the Board binders. This report points out the eight capabilities that are measurable and reportable by SETRAC to DSHS and ASPR. There are measurable improvements noted in each capability. SETRAC will be working on Fatality Management to better incorporate and educate on the Family Reception and Family Assistance Centers when dealing with a mass fatality situation.

The Preparedness Symposium will be held on November 4th – 6th at the Galveston Convention Center again this year. The head of FEMA Region VI is advising the HPP providers in the states of Texas, Arkansas, Louisiana, Oklahoma, and New Mexico to attend our conference in lieu of the national conference.

Tomball Regional is hosting a Certified Healthcare Safety Professional course on May 20th (prep day) and May 24th (exam day).

SETRAC is grateful for the FY2015 UASI Allocations approving \$59,000 for SETRAC to acquire an operational support vehicle.

With a heavy heart, Mr. Pile announced the passing of long time RHPC stakeholder and former Southeast Corridor Leader, Larry Robinson with LBJ Hospital.

- B. Pre-Hospital Committee – Mr. Morrison stated Mr. Kowalik indicated via text he had nothing further to add to the report. Chris Collier announced SETRAC was awarded the local projects grant in the amount of \$21,000 to hold Train-the-Trainer Advanced HAZMAT Response classes. CyFair Volunteer Fire Department along with Memorial Hermann Life Flight have received this year's EMS for Children Provider award.
- C. Pediatric Committee – Dr. Charles Cox reported the SETRAC Trauma Data Registry Subcommittee is cleaning up and reviewing pediatric data for use by the Pediatric Committee. The Regional Trauma Plan has been revised to include Level II designated facilities in its transport algorithm. The committee is reviewing ways to assist facilities seeking ACS designation in regards to the new requirement of monitoring patient transfer activities for inter-hospital performance improvement. Rollout of the new C-spine immobilization protocols has caused a shift in how patients arrive at emergency centers, which should be monitored to see how it impacts patient care.
- D. Trauma Committee – Dr. John Holcomb reported no additional items from the written report, but reminded everyone of the need to be able to obtain EMS patient care records to complete hospital medical records and assist with performance improvement. Dr. Mattox emphasized the need to consider anticipated and unanticipated consequences related to funding when considering the strategic planning of future hospital trauma designations.
- E. Injury Prevention Committee – Robin Garza directed the Board members to the Injury Prevention report in their Board binders. The committee will be looking into FALL prevention program for the region and focusing on legislation regarding texting and driving. TETAF's Trauma and Injury Prevention Symposium (TIPS) will be held August 17th which will include three speakers from the SETRAC region presenting at the state level.
- F. Cardiac Committee – Dr. James McCarthy reported 94% of the SETRAC PCI centers are reporting data which shows an average of six STEMI's per day in the region. SETRAC was invited to apply for the Accelerator 2 Project. This project builds on the original Duke Accelerator Project. If selected, SETRAC will receive grant funds for projects to improve cardiac care in the region. The Board briefly discussed the importance of unblinding SETRAC STEMI data (as referenced in the CEO report).
- G. Stroke Committee – Catherine Bissell reported on behalf of Dr. Jose Suarez. In addition to the written Stroke report provided to the Board members, Ms. Bissell reported a list of EMS contacts will be provided on the SETRAC website so hospital coordinators can contact the appropriate EMS representative when they need EMS medical records to help address the issue of missing records. Houston Stroke Conference 2015 will take place April 29th – May 1st. Registration is available on the SETRAC website.

ACTION ITEMS/BOARD CONSIDERATION

A. Prior Meeting Minutes Approval

A motion was made to approve the January minutes, the motion was seconded, there were no objections and the minutes were unanimously approved.

B. Financial Report Approval

A motion was made to approve the financial report, the motion was seconded, there were no objections to approval of the report and it was unanimously approved.

C. CEO Report Approval

There were no objections to approval of the CEO report and it was unanimously approved, as well as Mr. Pile's proposal for the Board to wait until the July meeting to vote on unblinding of the SETRAC Cardiac hospital data.

GENERAL DISCUSSION/AUDIENCE Q&A

There was no further discussion.

ANNOUNCEMENTS

There were no announcements.

ADJOURN

There was a motion to adjourn the meeting, the motion was seconded, and Dr. Mattox adjourned the meeting at 7:45 pm.

John Kowalik, Secretary:

