



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	David Persse, M.D.

## SouthEast Texas Regional Advisory Council (Trauma Service Area Q)

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

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### Board Meeting Minutes July 16, 2018

#### CALL TO ORDER

Kenneth Mattox, Chairman, called the meeting to order at 6:30 p.m. The meeting was held at the Harris County Office of Homeland Security and Emergency Management at the Houston TranStar facility in Houston, Texas.

#### ROLL CALL

Christy Gonzales, who attended on behalf of John Kowalik, Secretary, called roll and a quorum was established.

#### WELCOME/OPENING REMARKS

Dr. Mattox welcomed everyone in attendance.

#### OFFICER REPORTS

##### A. Chairman's Report

Dr. Mattox reported that TETAF has formed a new board, of which SETRAC has two representatives. The organization will have a strategic planning retreat which will include a discussion of how various organizations interact together and their boundaries.

Baylor College of Medicine presented Dr. David Persse with an honorary Doctor of Humanities in Medicine degree for his work during Hurricane Harvey.

##### B. Vice Chair Hospital Services

Tom Flanagan reported that there are seven board member terms that are expiring as of this meeting. The following recommendations were received:

- Wayne Voss – represent the Houston Methodist healthcare system
- Tom Flanagan – represent the Memorial Hermann hospital system
- Dr. Mattox – represent the Harris Health hospital system
- Mark Sloan – represent Harris County Office of Emergency Management (at-large, seat number one)
- Jared Cospers – represent Montgomery County EMS
- Graig Temple – represent Fort Bend EMS
- Kevin Bates – continue to represent Walker County EMS until the county judge either nominates him to continue to serve or makes another recommendation.

The hospital-at-large position continues to remain vacant and board action is not required at this time.

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Three board officer positions need to be filled at this time. The board officers filling these positions have not elected to step down and no new candidates have emerged. No new nominations were made for these positions during the meeting. The board approved to keep the officer positions filled as follows:

- Vice Chair Hospital Services – Mr. Flanagan
- Secretary – John Kowalik
- Member-at-Large – Dr. Persse

The Bylaws Committee continues to review the current structure of SETRAC and how to incorporate its recent and continuous growth of service lines. The revised bylaws will be distributed electronically within the appropriate time frame prior to the October board meeting and will be voted on for approval at the meeting. Recommended changes will include the makeup of the board and required attendance by hospitals and EMS agencies.

**C. Vice Chair Pre-Hospital Services**

Lon Squyres reported the state legislature will be in session again and encouraged stakeholders to voice their concerns about the senate and house bills that will be presented.

**D. Secretary Report**

On behalf of John Kowalik, Ms. Gonzalez reported there were no additional items to report that is not covered in the prehospital report that will be given later in the meeting.

**E. Member-at-Large Report**

Dr. Persse commended the work of everyone in the region during Harvey and during all other regional disasters. He added that the teamwork is outstanding and thanked them for helping him to recently be granted an honorary doctorate degree from the Baylor College of Medicine. Also, Dr. Persse clarified his misstatement during the last board meeting since he does recall learning about the trauma committee's recommendation for filling the vacant seat of the committee chair.

**F. Treasurer's Report/Financial Update**

Donald Morrison provide the Treasurer's report. The financial reports were provided to the meeting attendees. Packets for reimbursement for the County Pass Through Funds are due by July 31<sup>st</sup>. EMS agencies that do not submit their packets will have their monies reallocated to other eligible agencies.

**G. Leadership Report**

Darrell Pile introduced Amy Iademarco as SETRAC's Regional Director of Clinical Development.

A written report was provided to the board members. Among the highlights:

- SETRAC will continue to work with the state on current funding and will be focusing on new sources of funding, including the potential of being awarded a \$3 million grant by ASPR and the creation of the SETRAC foundation and a for-profit organization.
- The Greater Houston Partnership is interested in partnering with SETRAC on emergency preparedness and clinical initiatives.
- SETRAC is one of the partners that will be working with the US Department of Homeland Security to establish a collaborative relationship for planning and executing the OpEx.
- SETRAC committees are stronger than ever and will be looking to produce additional research projects to publish nationally.

## H. Preparedness Report

Lori Upton directed the board members to the report in the board binders and provided the following highlights:

- Registration is open for this year's symposium. Dr. Robert Kadlec (ASPR) will be the keynote speaker and a panel discussion consisting of those involved with the cave rescue mission in Thailand is will be included.
- SETRAC has been chosen as one of 10 organizations in the nation to receive an unfunded grant from the CDC to respond in the event of a disaster.
- Rebuild Texas has provided SETRAC with a grant to replace the 12-year-old GMC truck with two Class C tow vehicles.
- Operation Crazy Train was held May 1<sup>st</sup>. Over 110 agencies and 3500 were involved with the exercise. The national Tranquil Terminus (Ebola patient transport exercise) took place in April.
- Just-in-time training is available on the SETRAC website.
- Two new ambulances will be coming to the region, which will be housed in Fort Bend and Beaumont.

Dr. Mattox stated an article will be appearing in the New England Journal of Medicine to revise the "Run, Hide, and Fight" doctrine to "Secure, Run, Hide, and Fight".

## COMMITTEE REPORTS

- A. Regional Healthcare Preparedness Coalition (RHPC)** – Trainings continue to take place across the region on decontamination and active threat planning. The Vulnerable Populations committee has been created and currently needs a co-chair. The deadline for applications for this year's Award of Excellence is August 31<sup>st</sup>. The winner will be announced at the symposium in Galveston.
- B. Pre-Hospital Committee** – Written report was provided to the board. No additional items were reported.
- C. Pediatric Committee** – Written report was provided to the board. No additional items were reported.
- D. Trauma Committee** – Written report was provided to the board. The committee has had good dialogue about region-wide protocols and has been reviewing trauma data. The committee has requested for data to be provided to the chairs of the data committee prior to the meeting.
- E. Injury Prevention Committee** – Written report was provided to the board. Interest in gun violence prevention has gained interest and the committee continues to assist with the "Period of Purple Crying" and car seat safety initiatives.
- F. Perinatal Committee** – Written report was provided to the board. Dr. Eugene Toy, on behalf of Dr. David Weisoly, reported the committee continues to meet quarterly and is looking at collecting standard quality measures for the region.
- G. Cardiac Committee** – Written report was provided to the board and included a series of graphical results:
  - Metrics of STEMI patients transferred for percutaneous coronary intervention (number of patients that had door-to-balloon time  $\leq$  120 minutes or less and number of patients who received lytics.)
  - STEMI CEO report (the number of patients, by hospital, that met door-to-balloon time  $\leq$  90 minutes.)

H. **Stroke Committee** – In addition to the written report, Sean Savitz, MD, reported the following highlights:

- *Stroke* recently published an article submitted on behalf of the SETRAC Stroke Committee that shows how regional collaboration and the SETRAC CEO reports have led to the increase in tPA administration rates within the 60-minute guidelines and demonstrated a cost savings in excess of \$3.6 million during the study period. It is believed that this is the first paper to show healthcare systems working together to improve stroke care in a large metropolitan region. Other regions have started to take note of the collaborative work of SETRAC.
- Rapidly improving symptoms and symptoms too mild are continually the largest reasons given for not administering tPA. The committee is looking at how to get buy-in with physicians to offer tPA to patients falling into this category, including applying for a grant to study the benefits.
- The committee is discussing collecting new data metrics to look at the system of care for LVO patients, including how long a patient is at a primary center before being transferred for thrombectomy and door-to-groin puncture/revascularization times.
- The prehospital stroke guidelines have been revised to include where to transport LVO patients.
- Due to the departure of Dr. Suarez last year, Dr. Savitz has been leading the committee. A process is needed to determine the succession for the chair position.

#### **ACTION ITEMS**

- A. Prior Meeting Minutes Approval - There being no concerns or issues, the March board minutes stand approved as circulated.
- B. Financial Report – There being no concerns or issues, the Financial Report stands approved as circulated.
- C. CEO Report – There being no concerns or issues, the CEO Report stands approved as circulated.
- D. Resolutions and/or Other Action Items –
  - SETRAC Endowment Foundation Proposal – A written resolution for the creation of The SETRAC Foundation was presented to the board.

The purpose of the foundation is to attract financial donations and have the funds separately managed from grant monies and income from dues and events. Seed money in the amount of \$50,000 has been donated to the formation of the foundation. Monies donated to the foundation will be invested and generate interest.

The foundation will have a 7-member board with no more than 3 of the members being current SETRAC board members.

Unanimously, the board authorized the creation of the foundation and for the SETRAC Executive Committee and Board Chairman to ensure concerns raised by the board during deliberation of the resolution are favorably satisfied and will take all steps necessary to fulfill filing requirements and complete all other steps necessary for the foundation to become operational as soon as is reasonably possible.

- Maestro Services, LLC Proposal – A written resolution for the creation of a for-profit organization, Maestro Services, LLC, was presented to the board.

The purpose of the Maestro Services, LLC, (Maestro) is to provide SETRAC with other streams of income to reduce dependency on grants and fill any shortfalls due to reductions in grant funding. Possible revenue streams include the sale of pink vests, creating templates and disaster plans for other entities, and speaking engagements.

As a not-for-profit organization, SETRAC is limited on the amount of money it can generate without incurring taxes. Income more than the allowed amount could put the organization's not-for-profit status in danger.

The board for Maestro, would consist of 5 members, none of which would be current SETRAC board members or staff. The entity would have its own tax ID number, pay quarterly taxes to the IRS, and have financial records separate from SETRAC's. It was also suggested that the board consider using up to \$75,000 from the SETRAC general fund to help Maestro, pay starting expenses provided that the fund is replenished by Maestro within twelve months.

The board and stakeholders discussed questions and concerns about how the funds would be used and how the entity might affect SETRAC's mission as a non-profit. Members of the board asked for more time to review the documents and meet with their legal teams (specifically those employed through counties) to verify they are able to participate in voting on this resolution. A motion was made for the board to have until August 1<sup>st</sup> to review legal documents and other information about the formation of the entity. On August 1<sup>st</sup>, a vote will be held electronically to approve the creation of Maestro Services, LLC, and allow the SETRAC Executive Committee and Board Chairman to ensure concerns raised by the board during deliberation of this resolution are reasonably satisfied, and to then take all steps necessary to fulfill filing requirements and complete all other steps necessary for Maestro Services, LLC, to become operational as soon as is reasonably possible.

#### **GENERAL DISCUSSION/AUDIENCE Q&A**

There were no items for discussion or Q&A.

#### **ADJOURN**

Dr. Mattox adjourned the meeting at 8:40 pm.

John Kowalik, Secretary:

Special Note: As mentioned above, discussion continued on August 1, 2018 when members of the board convened by telephone. A quorum was present and Dr. Mattox led discussions that brought clarity to the proposal for SETRAC to authorize creation of MAESTRO Services, Inc. With advice from the SETRAC attorney following input from board members, it was proposed that MAESTRO Services, Inc. should form as a not-for-profit organization, but which will not file to be tax exempt. The proposal was unanimously agreed.

John Kowalik, Secretary: