



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 October 17, 2016

CALL TO ORDER

Tom Flanagan, Vice Chair, called the meeting to order at 6:30 pm. The meeting was held at the Harris County Homeland Security and Emergency Management Office in Houston, Texas.

ROLL CALL

John Kowalik, Secretary, called roll and a quorum was established.

WELCOME/OPENING REMARKS

Mr. Flanagan welcomed the Board members and shareholders to the meeting. He informed the Board members and audience Dr. Kenneth Mattox is out of town and he will chair tonight's meeting.

Also, Mark Sloan welcomed the Board members and shareholders to the Harris County Homeland Security and Emergency Management Office. He gave a brief overview of the building layout and announced he would be giving a tour of the building at the end of the meeting.

BOARD SEATS (new appointments, nominees)

- A. Mr. Flanagan reported the SETRAC Independent Hospital nominee is Brett Kinman, Chief Operating Officer, Tomball Regional Medical Center. He requested a motion to accept the nomination. There was a motion, the motion was seconded, and the Board members unanimously carried the motion.
- B. Mr. Flanagan welcomed Dr. Brent Kaziny representing Texas Children's Hospital and Michael Furrh representing Colorado County. He reported the CHI St. Luke's representative seat has not yet been filled.

OFFICER REPORTS

A. Chairman's Report

No report at this time.

B. Vice Chair Pre-Hospital Services

Lon Squyres reported the Department of State Health Services (DSHS) EMS rules revision have been passed. He stated the number one topic at the November GETAC meeting is going to be "Rural EMS". Mr. Squyres requested anyone with experience in this area can forward their thoughts and/or suggestions to his attention.

C. Vice Chair Hospital Services

No report at this time.

D. Secretary Report

John Kowalik expressed his appreciation to the SETRAC team for a job well done at this year's Preparedness Coalition Symposium held October 12-14 in Galveston.

E. Member at Large Report

No report at this time.

F. Treasurer's Report/Financial Update

Donald Morrison directed the Board members to the financial reports in the Board binders and reviewed the documents. He pointed out that since 2012, SETRAC has added \$348,000 plus to the general fund. He reported there are a couple of audits going on at this time. The state auditors will be in the first week of November to finish the annual audit.

Mr. Flanagan directed the Board members to the funds from Frost Bank (\$119,000) and Compass Bank (\$882,000) reflected on the first page of the report advising that the irregularly high level is the result of grant funds being recently received.

Mr. Flanagan also stated the general fund reflects outstanding membership dues of approximately \$5,000. This year SETRAC is anticipating a little more in the dues category from hospitals going for Level III and Level II trauma status. Mr. Morrison gave the Board members a brief summary of the process in collecting past due membership dues. With the assistance of EMS agencies submitting their runs this year, SETRAC was able to increase the EMS funds by approximately 40 percent (a total of \$140,000 extra).

G. Chief Executive Officer's Report

Darrell Pile directed the Board members to his report in the Board binders. He reviewed the routine audits currently being conducted as follows: finance with a preliminary report of "no findings", Hospital Preparedness Program (HPP) in the next couple of weeks, DSHS will be reviewing all funds not associated with the HPP funds (EMS, Stroke, Cardiac, etc.), and a desk audit for our trauma program was recently submitted.

Mr. Pile attended a Legislative Budget Board hearing last month where an error was found in the DSHS budget of approximately \$48,000,000. These funds are very important to the RACs and trauma hospitals. The error was recognized by the Board at the beginning of the hearing and they were in the process of identifying other sources of funds through the DSHS budget to support our RACs and trauma hospitals. The Board stated "RACs are core to much of what we do and we are taking steps to ensure their funding is maintained". Mr. Pile advised they are watching very carefully to make sure the funds are in fact sent through for final approved budget. Rep. Sarah Davis (Houston) and her Chief of Staff are also watching closely. He stated HPP funds should be on track, however this is dependent on Congress. The HPP funds are affected by the new CMS rules recently released requiring 17 new types of providers (nursing homes, dialysis centers, etc.) to have disaster plans and participate in a coalition. There is no funding for the increased responsibility on the part of the RACs. As a potential new source, some states permit RACs to charge a membership fee which is not the allowed in Texas at this time. SETRAC would like to charge a minimal membership fee as is done in other states to help offset the cost incurred to ensure everyone has their plans, gaps are identified, participation, etc.

Dr. Persse gave an update on HR4365 affecting anyone handling controlled substances. He reported the DEA rules were written in the 1970's for hospitals and doctor's offices and they are now trying to apply them to EMS. HFD was visited recently and multiple concerns were raised. If the rules are not modified for EMS, agencies risk being fined and leaders may face criminal charges/imprisonment for

non-compliance. He recommends all agencies review the rules to ensure they are prepared. He also suggests anyone affected by these rules contact their Congress or Senator representatives to provide education and encourage support of legislation to protect EMS and patients who rely on paramedics having key medications available.

Mr. Pile reviewed some of the SETRAC initiatives with the Board members; such as the Stroke Committee (tPA), Cardiac Committee (STEMI), Stop the Bleed Program (in position to be a national model), Disaster Preparedness Program (currently the national model), etc.

Preparedness Report

Ms. Upton directed the Board members to the Preparedness report in the Board binders. She gave a brief overview of some of the highlights including:

- SETRAC continues to meet with the Super Bowl Committee as well as EMS and OEM and will be providing support as necessary. CMOC will be stood-up, SETRAC liaisons will be in the Unified Command, Ambulance Strike Team on-call, Memorial Hermann has requested medical cots for their medical tents, and patient tracking will go through EMTrack.
- SETRAC hosted the Designated Infection Control Officer training pre-symposium in Galveston. This class went very well with great participation as well as a waiting list. SETRAC is looking into hosting another class in January.
- SETRAC recently sent twelve medical personnel to the National Ebola Training and Exercise Center in Omaha, Nebraska. Ms. Upton stated the UTMB Ebola processes are above the National Ebola Training Center in Omaha hence we are leading the way in this area as well.
- The HPP program audit will be conducted the week after the Thanksgiving holiday. They will choose two hospitals to review in-person and SETRAC will let these hospitals know as soon as possible.
- ASPR is no longer requiring bed reports; however, the state is not changing any of their processes therefore we will continue conducting bed reports, monthly drills, and EMResource will remain up and running.
- SETRAC has an RFP out for the chemical decon training and the regional exercise.
- The Bio PPE trainings are available. Contact Trameka Jewett at trameka.jewett@setrac.org for registration.
- The Baytown Fire Department, Fort Bend County EMS, Sugar Land Fire Department, and Conroe Regional Medical Center recently joined the EMTF Team.

COMMITTEE REPORTS

- A. **Regional Healthcare Preparedness Coalition (RHPC)** – Sharon Nalls directed the Board members to the RHPC report in the Board binders. She reported the Preparedness Coalition Symposium was held on October 12-14 in Galveston with over 400 attendees. There were speakers from Israel, Orlando (shooting), Baltimore (civil unrest), and Boston (bombing). Ms. Nalls asked that everyone mark their calendars for next year's symposium to be held on October 11th–13th.

The second annual Excellence in Preparedness award went to Clear Lake Regional Medical Center. The award committee will meet next month to determine how to create a more even playing field for the following three hospital categories; urban, suburban, and rural.

All RHPC Board and corridor meetings, announcements, and minutes can be found on the SETRAC website. SETRAC continues to send invitations to the Free-Standing EDs and nursing homes to attend the corridor meetings in their areas.

- B. **Pre-Hospital Committee** – Mr. Kowalik stated he is willing to share a form letter his agency has regarding the HR4365 with any agency wanting to reach out to their Congressman or Senator in support of the Bill.
- C. **Pediatric Committee** – No further update in addition to the report in the Board binder.
- D. **Trauma Committee** – No further update in addition to the report in the Board binder.
- E. **Injury Prevention Committee** – Blake Lynch reported funding was approved at the last SETRAC Board meeting and with those funds a cache of training tourniquets was purchased. He stated 80 healthcare providers have been trained and are now able to teach B-CON in our region.

The Injury Prevention Committee is working with hospitals and school districts on getting bleeding control kits in their agencies (Cy-Fair, Katy ISDs etc.).

A Falls Workgroup joined together to host a Falls Prevention event with 60 participants participating in falls risk assessments, medication management, and home safety. The group is also working to create a Falls Prevention Resource Guide.

- F. **Perinatal Committee** – Dr. Eugene Toy reported the Perinatal Committee had their first meeting last month with more than 90 people in attendance. At the request of Dr. Mattox, the Ad Hoc committee met to discuss whether or not it might be a good idea to approach the legislators concerning the termination of pregnancy due to the Zika virus. After discussion and consideration, the committee does not believe it is advisable at this time, however preventable measures and education is very important.

Dr. Persse mentioned both the City of Houston and Harris County Public Health have received funding to establish microcephaly registries (complications to Zika). He asked Dr. Toy to pass the word on to the committee to ensure the Perinatal and OB/GYNs are aware these registries are being developed.

- G. **Cardiac Committee** – Mr. Todd Caliva reported Cardiac Committee is now tracking additional data elements including reasons for no intervention. Quarter 2 data 2016 will continue to be blinded due to the data changes, but the committee will be unblinding the data for Quarter 4 of 2016 for the first time. The Cardiac Committee will be focusing on encouraging the non-STEMI facilities to give thrombolytics prior to transferring patients. Mr. Flanagan thanked the Cardiac Committee for their diligent work and reflected on the accomplishments the coalition has achieved since the beginning to now moving forward with unblinding the STEMI data.

Mr. Caliva announced the Emergency Healthcare Conference is scheduled for April 11-13, 2017 at the NRG Stadium with Cardiac, Stroke, and EMS tracks. Registration will open in January and the target audience is Stroke, Cardiac, Emergency Room, and EMS.

- H. **Stroke Committee** – Dr. Jose Suarez directed the Board members to the Stroke Committee report in the Board binders. He recognized Huntsville Memorial Hospital as a new primary stroke center in our region. Ninety-seven percent of all stroke centers in the area are reporting data to us. Fourteen percent of all stroke patients are receiving tPA which is very good compared to the national average. They are also working on manuscripts to share information on the committee's efforts regarding tPA administered within 60 and 90 minutes.

Dr. Suarez reported they have changed the way data is reported to the CEOs allowing them to see whether the patient was excluded for good reason or not. Having this comparison will hopefully

improve patient treatment. Stroke data will be unblinded beginning Quarter 3, 2016. The report will be sent to hospital teams for review seven days prior to the report being released to stakeholders.

Mr. Flanagan asked the Board members and stakeholders if there were any questions regarding unblinding the data. One question was presented, "Are we the first in the nation to unblind the Stroke and Cardiac data?". Dr. Suarez and Dr. Caliva were not certain, but they believe we are the first in the nation to unblind this data. Mr. Flanagan thanked the Stoke Committee for their hard work and dedication to the community.

Dr. Suarez reminded the Board members we have the Super Bowl, International Stroke Conference, and the Rodeo coming up the beginning of the year. He requested the EMS providers' assistance in bringing awareness to the FAST program to assist in shortening the arrival time to the hospital for tPA.

ACTION ITEMS

- A. Prior Meeting Minutes Approval - There was a motion to approve the minutes, the motion was seconded, and the Board members carried the motion. The July meeting minutes were unanimously approved.
- B. Financial Report - There was a motion to approve the financial report, the motion was seconded, and the Board members carried the motion. The financial report was unanimously approved.
- C. CEO Report - There was a motion to approve the CEO report, the motion was seconded, and the Board members carried the motion. The CEO report was unanimously approved.
- D. Resolutions and/or Other Action Items - No further resolutions and/or action items were presented.

GENERAL DISCUSSION/AUDIENCE Q&A

No further discussion or questions were presented.

ADJOURN

Mr. Flanagan adjourned the meeting at 7:30 pm.

John Kowalik, Secretary: _____

