



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 19, 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

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

WELCOME/OPENING REMARKS

Dr. Mattox announced and welcomed Dr. David Berger as the new the St. Luke's representative replacing Kristin Turner.

Dr. Mattox reported Tom Flanagan is chair of the Compensation Committee appointed to evaluate the SETRAC CEO along with his self-evaluation. The committee will give this report in Executive Session directly following this meeting. He stated there is an empty seat on the Executive Committee by Ms. Turner's absence. The Executive and Nominating Committees would appreciate any nominations to fill the vacancy on the Executive Committee. If no nominations are received, he will appoint a special committee to select and seek out a member for the committee unless there are those opposing this process.

Officer Reports

A. Vice Chair Pre-Hospital Services

Lon Squyres reported on November 13th, in conjunction with the Pre-Hospital Committee meeting, they are hosting a GETAC EMS meeting wherein the state will be reviewing all the pending rule changes. Should anyone have an opinion on any of the pending changes, this is the meeting to attend and voice them.

B. Vice Chair Hospital Services/Bylaws Update

No report from Tom Flanagan at this time.

C. Member at Large/Nominating Committee

Dr. Mattox stated he has given his report on the Member at Large/Nominating Committee issues and the process going forward.

D. Treasurer's Report/Financial Update

Donald Morrison directed the Board members to the financial reports in the Board binders. He reported ASPR is on target to date. The Request for Proposal for our spring exercises has been released and we should be receiving them back shortly. The ASPR Ebola spending will be a slow spend. We have spent \$12,000 YTD and this is a two year grant. What is not spent this year will be carried forward and spent out next year.

RAC, EMS, and Tobacco contracts were late due to the movement of state contracts to an automated system.

County Pass-Through funds are budgeted for \$204,000. The distribution plan was adopted at the last EMS meeting in September. The reimbursement packets will be ready on November 13th for the next EMS meeting.

Mr. Morrison gave the Board members a brief review of the general funds summary.

Darrell Pile stated Dr. Mattox appointed Sharon Nalls, Robin Garza, and Dr. Suarez to an Ad Hoc Committee at the last meeting. We are in the middle of an independent audit and they have agreed to meet with this committee in a few weeks. After this, the Ad Hoc Committee will be asking us more questions and they will probably be ready to report at the next Board meeting.

E. Chief Executive Officer's Report

Mr. Pile directed the Board members to his report in the Board binders. He reviewed the organizational chart advising SETRAC is adding two new positions, Administrative Assistant and Trauma/Injury Prevention/Pediatric Services.

The SETRAC Awards Banquet is scheduled for Monday, January 11th, at the Houston Marriott Westchase. Mr. Pile gave a brief listing of the award categories and sponsorships. An Awards Committee, including SETRAC-affiliated and non-affiliated representatives, will review and discuss the applications for consideration and selection.

The SETRAC general fund is now up to a record \$417,000 contributed to successful events (Preparedness Symposium, STEMI Conference, etc.). Actions have been taken to minimize the negative impact of the \$40,000 short falling of the EMS allocations. The Ebola grant is \$399,000 which falls under Lori Upton. We are expecting \$70,000 from Cardiovascular Disease Council at the state level. SETRAC is also working on branding, marketing, and website towards increasing our image.

Mr. Pile ended his report with this final statement, "Together we are creating the finest healthcare system in the world."

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:

- Fidel Calvillo is the newest member of the SETRAC as a Hospital Preparedness Program (HPP) Coordinator. He formerly served as an HPP Program Manager in Cameron County. He is filling the position held at SETRAC by Amber Johnson. Ms. Johnson earned her Master's Degree and accepted a career opportunity with Memorial Hermann Emergency Management at the corporate level.
- The Regional Ebola Transportation Ambulance (RETA) Plan has gone across the state of Texas as well as FEMA Region 6 states (Texas, Arkansas, Louisiana, Oklahoma, and New Mexico) and is being utilized as the base plan for the federal response to transport patients through the Region 6 states. We have also met as a region to work on a regional plan to be used for an all infectious disease response plan. This is in the early stages and more information will be shared as soon as it is developed.
- SETRAC conducted an inoperability exercise with the Dallas RAC testing the interface between EMTrack and ETN (in WebEOC).

- Pilot project with hospitals in the eastern portion of North Corridor on psych bed coordination and patient movement has just begun. We are hopeful that this pilot will assist in timely placement of patients from hospital emergency rooms into appropriate psych beds.
- Preparedness report cards are coming out in November. The results are an accumulation of the efforts to meet the grant deliverables at all facilities over the last year. They will be sent to the hospitals' Emergency Management Coordinators and the CEOs.
- SETRAC has started meeting with Free-Standing Emergency Departments to work on including them in the coalition. To date, there have been two meetings and they are working on a charter for their mission.
- Some of the community events SETRAC participated in over the past few months are the Ready Houston Preparedness Kit Chef Challenge and EMTF hosted Disaster Day at Rice University along with UT Health.
- Request for Proposals are out for a Chemical and Bio PPE training as well as our annual regional exercise. Over the three months, SETRAC has posted 17 different training sessions and trained 121 participants.
- SETRAC continues to working with Harris County Department of Public Safety by testing a FirstNet buildout and we were able to transmit medical information from a mobile site to a fixed hospital location.
- EMTF-6 is still in pursuit of establishing an agreement with a regional hospital for a pharmacy cache. We are pursuing more regional physicians for field deployments. Anyone interested should contact Mark Sastre at mark.sastre@setrac.org. EMTF-6 is also working with Texas Children's Hospital to develop a pediatric MMU component as well as a PDR Strike Team.
- Jeremiah Williamson, SETRAC IT Manager, is now a certified Communication Technician (COM-T) with Department of Homeland Security and Texas Department of Public Safety. NASA Tech with Homeland Security. He has also completed the backup for our internal and external service for Continuity of Operations Plan (COOP).

COMMITTEE REPORTS

- A. Regional Healthcare Preparedness Coalition (RHPC) – Ray Higgins reported the corridors have been meeting and all are actively engaged. The members have all been briefed on Ebola funding and are waiting to hear what funds will be distributed. Three of the five corridors (East, North, and South) had their corridor leader elections and the results will be announced shortly. The West and Downtown Corridor elections will be held soon.

The second round of COOP training is in process. EMS COOP training is being developed and being reviewed by several EMS agency before pushing it out. Free Bio and Chemical training is scheduled for the early part of 2016. The 2015 Preparedness Symposium is scheduled for next month (November 4-6) at the Galveston Convention Center.

Dr. Mattox discussed the recent active shooter events. He urged the hospitals to come together and exercise together and if they do not have procedures in their plans for these events to contact SETRAC for assistance.

- B. Pre-Hospital Committee – Mr. Kowalik reminded the Board members and guests of the GETAC EMS meeting being held on November 13th and he stressed the importance of participation.
- C. Pediatric Committee – No further update to the Pediatric Committee report distributed in the Board binders.

- D. Trauma Committee – The advised Trauma Plan was submitted to the Board members for approval. The Trauma Plan, which is required by the state, is a standing agenda item at Trauma Committee meetings so future revisions are able to be discussed and implemented annually. The Board members approved the Trauma Plan as submitted.

The committee is working to have bleeding control kits available next to AED devices in public areas as part of the “Stop the Bleed” campaign. This campaign, which comes from the Hartford Consensus III, requests bystanders to act as first responders to control bleeding during mass casualty events.

- E. Injury Prevention Committee – Robin Garza gave an update on the Injury Prevention Committee. A poster was presented to the Board members on the effectiveness of social media in educating adolescence on the use of seat belts. Motor vehicle crash data, supplied by SETRAC, was used as part of this research by the UT Health School of Nursing. This poster will be presented at the International Association of Forensic Nurses Conference at the end of the month. Mr. Flanagan suggested the poster be presented at statewide conferences to spark more dialogue regarding this topic.

The Fall Prevention Survey was sent out to hospitals and EMS agencies in the region. The survey is being revised to clarify the injury prevention piece as opposed to in-house falls. Participation is requested from all hospitals and EMS agencies.

The Injury Prevention Committee will have a booth at the Preparedness Symposium in Galveston next month.

The committee is working with pediatric hospitals and EMS agencies in the region on the period of “PURPLE Crying” initiative to educate new parents in an effort to reduce the number of non-accidental head trauma in infants.

GETAC has submitted a document entitled Hospital Based Injury Prevention Components. Hospitals are requested to provide feedback to GETAC regarding this document.

The UT School of Nursing has produced two Public Service Announcements (PSA) and a paper regarding stranded motorist safety with collaboration from SETRAC.

- F. Cardiac Committee – Dr. James McCarthy reported that 88% of PCI centers submitted STEMI data which indicated 96% of patients received intervention within 90 minutes of arrival in their emergency departments.

The SETRAC region was a participant in the Duke STEMI Accelerator Project and was one of the regions that drove their positive numbers which indicates how high quality data provided to caregivers can dramatically improve care.

The committee will be looking into how to improve transfer times between facilities as only 50% are currently meeting the goal. SETRAC has been selected as one of only three participating regions in the Duke STEMI Accelerator Project to participate in the second phase. Additional resources will be provided to assist with this next phase.

The cardiac data will be expanded to assist with increasing positive transfer times.

A combined cardiac/stroke conference will be planned for the next year.

The next meeting of the Cardiac Care Committee has been rescheduled to December 4th.

- G. Stroke Committee –Dr. Jose Suarez introduced Dr. Sean Savitz as the new co-chair for the Stroke Committee.

A physician meeting was held to discuss endovascular research, regional EMS guideline and tPA label changes. The physicians requested more data elements regarding transfers to facilities base on protocol and new treatment guidelines, and the need for EMS directors to discuss the merits of revising the bypass protocols” “STATs” tool.

Dr. Suarez reviewed the data include with the Stroke Committee date in the Board binders.

Future CEO reports will include information on the percentage of patients not receiving tPA due to relative and absolute contraindications.

The Stroke Committee will be partnering with the Cardia Care Committee to present a joint cardiac/stroke conference in 2016.

The Stroke Committee continues to discuss the future unblinding of the stroke data. A motion was presented to the Board by the co-chairs of the Stroke Committee for SETRAC to submit an inquiry to the hospitals that are participating in stroke care regarding their thoughts about unblinding stroke data. Responses are to be received within the next two months at which time the SETRAC Executive Committee will meet to put the data together for the Stroke Committee and have a plan to unblind data in six months. The motion was carried unanimously by the Board members.

ACTION ITEMS/BOARD CONSIDERATION

A. Prior Meeting Minutes Approval

There were no objections to approval of the July minutes and the minutes were unanimously approved.

B. Financial Report Approval

There were no objections to approval of the financial 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.

GENERAL DISCUSSION/AUDIENCE Q&A

There was no further discussion.

ANNOUNCEMENTS

Mark Sloan reported a mechanism has been developed for first responders to report suspicious activity which will go directly to the Regional Fusion Center and FBI Joint Terrorism Task Force. It will be hosted on the Harris County Fire Marshal's website. He will forward this information to SETRAC to distribute to the County EMS agencies.

Dr. Mattox directed the Board members to the CEO's report in the Board binders regarding the Chairman's Award for Exceptional TEAM Performance. He proposed changing the award name to the Chairmen's Award for Exceptional TEAM Performance since there have been two Chairmen since the beginning of SETRAC. He advised if the Board will raise up to \$10,000 on behalf of Red Duke, he will match it for that amount of money to in perpetuity. He set an end of the year timeline to ensure it goes forward.

ADJOURN

There was a motion to adjourn the meeting, the motion was seconded, and Dr. Mattox adjourned the meeting at 8:05 pm.

John Kowalik, Secretary