



Chairman	David Persse, MD
Past Chair	Kenneth Mattox, MD
Vice Chair-Hospital Services	Tom Flanagan
Vice Chair-PreHospital Services	John Kowalik
Secretary	Graig Temple
Treasurer	Lon Squyres
Officer-at-Large	Brent Kaziny, MD, MA
Chief Executive Officer	Darrell Pile

SouthEast Texas Regional Advisory Council (Trauma Service Area Q)

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

Board Meeting Minutes January 27, 2020

1. CALL TO ORDER / ROLL CALL AND WELCOME

Dr. David Persse, Chairman, called the meeting to order at 6:30 pm. The meeting was held in the SETRAC Conference Center in Houston, Texas. Graig Temple called roll and a quorum was established.

2. OFFICER REPORTS

A. Chairman

Dr. Persse asked those in attendance to participate and not be intimidated to ask questions regarding controversial issues during board meetings, committee meetings, or offline with other board members.

Dr. Persse took time to describe a recent incident where a large explosion happened during the early morning hours in west Houston. As the event evolved, the community came together and SETRAC's assistance was requested to keep hospitals updated on the situation. The event could have been much worse, but all responders handled it well.

B. Vice Chair Hospital Services

Tom Flanagan spoke about the coronavirus that is currently affecting our nation. Although there are no cases announced here in Harris County or the surrounding region, there is concern about how to screen, triage, and isolate patients suspected of having coronavirus. A lot of information was released today from the Center for Disease Control (CDC). Hospital representatives shared how they are preparing to handle patients, which included upcoming leadership conference calls as well as screening patients in clinics, ERs, and urgent care locations with information provided by infection control departments.

The board discussed establishing a protocol to transport patients suspected to have COVID. A suggestion was made to have Lori Upton and members of the Regional Healthcare Preparedness Coalition (RHPC) develop a plan in the same way the Ebola transport plan was created. It was also mentioned that currently, only the CDC can provide results of the tests for coronavirus. The rapid flu test currently has a high rate of producing false negatives.

A discussion took place about providing messaging to the public (via public health) about not inundating the ERs. Likewise, it was agreed that SETRAC should forward guidance as received from the CDC and other highly regarded organizations. SETRAC will use its list servers to rapidly communicate with hospitals and EMS agencies and all other providers about new developments and best practices.

Dr. Persse encouraged hospitals to start planning on how to increase bed capacity as it will become an issue.

C. Secretary

Mr. Temple had no items to report.

D. Vice Chair Pre-Hospital Services

John Kowalik was unable to attend the meeting and had an excused absence. There were no items to report.

E. Officer-at-Large Report

Dr. Brent Kaziny had no items to report.

F. Treasurer Report

Mr. Lon Squyres reported a couple of financial audits recently took place, one from an independent auditor as well as one involving DSHS. Both audits were clean with no findings.

At the previous board meeting, the SETRAC operating budget appeared to be lower than usual due an advancement for purchasing Stop the Bleed kits and pink vests. The advancement funds have been recouped through sales of the items and the account is now showing a positive balance. Additional sales are expected in the coming months.

Donald Morrison gave an overview of the written financial reports that were distributed to the board. All grants are running in accordance with expectations. County pass through fund packets have been distributed to the EMS agencies eligible to receive funds. These packets are being submitted as planned and funds are being dispersed.

SETRAC is requesting authorization by the board of a line of credit of \$100,000 issued by Frost Bank. This would prevent cash flow issues and allow SETRAC to take care of expenses related to the Houston Base Station, purchase of Stop the Bleed kits and pink vests, and other expenditures that are categorized as reimbursement accounts. Later in the meeting the request was unanimously approved.

3. LEADERSHIP REPORT

Chief Executive Officer

A written report was provided by Darrell Pile to the board. Highlights of the report include:

- A board orientation/refresher training was held immediately prior to this meeting.
- SETRAC continues to seek new revenue sources from certain SETRAC initiatives such as Stop the Bleed kits. These kits can be restocked.
- Through MAESTRO, a pool of infection control officers may be created to assist EMS agencies and other agencies required to have a 24/7 infection control officer. A sticker system may be proposed to facilitate inspections for EMS agencies who travel across jurisdictions,
- SETRAC will be receiving \$342,000 through a grant that was authorized as a part of Senate Bill (SB) 500 to fund emergency services through RACs. Topics that SETRAC is planning on presenting to DSHS include:
 - o Enable SETRAC's participation in the mandated patient wrist bands project among RACs.
 - o Conduct planning meeting to embrace a whole blood program that provides ready access to whole blood during disasters and may build upon EMS programs that provide whole blood.

- Provide specialized training for hospitals where their performance in our stroke, cardiac, and perinatal initiatives is demonstrating a need to improve to meet regional and national benchmarks.
- Enable growth of committee initiatives that reduce overdependence, saturation of hospital EDs, and/or reduce readmission rates (including falls, certain community paramedicine and tele-psych initiatives.)
- Expand certain disaster preparedness focuses.
- Participate with University of Houston PTSD study designated to identify individuals with PTSD vulnerabilities and provide early support.

Feedback was provided by the board about these initiatives. One topic suggested by the board was to study the issue of a large amount of hospitals being on diversion at the same time.

Committee activities were also highlighted and included the following:

- The Perinatal Committee recently met at SETRAC and had 115 representatives in attendance.
- Over 15% of ischemic stroke patients are receiving tPA in the region which continues to be above the national average.
- A request will be made of the board to approve having two or three chairs of clinical meetings in attendance at future board meetings to present on the work being performed in the committees.
- The Regional Data Collaborative (RDC) has not yet produced a product to show the value of contributing to the project.
- The 2020 Emergency Caregiver Appreciation Luncheon is planned for April 1st at the Marriott Marquis downtown. A proposed change is to have the awards be more of a "people's choice" award format. The nominations would be reviewed by a committee. The board stressed the value of having outcomes-based criteria as part of the decision-making process. A suggestion was also made to for the awards committee to give a "most improved" award if desired.
- Behavioral health data services vs. system needs continues. There appears to be need for assistance with transporting patients who have received discharge papers from the ER but must wait for law enforcement to arrive. Tele-psych and iPad use is showing promise.
- The Texas Hospital Association and the GETAC EMS Committee recently held a meeting to discuss EMS agencies using body cameras. This topic is not ready to move forward but conversations are taking place.

Mr. Pile also shared that a "SETRAC History" project is being planned to record the events during SETRAC's existence and mini-SETRAC meetings will be held quarterly for hospital administrations and EMS directors within corridors. Also, he shared that a group from The Netherlands is interested in visiting in March to discuss emergency preparedness.

Regional Director Preparedness - A thorough written report was provided and highlighted by Lori Upton, V.P. for preparedness. Key points included:

- The RHPC is expanding preparedness planning by focusing on Regional Pediatric Evacuation and Mass Surge (PEMS). A plan is in final draft form. A tabletop exercise will be held at SETRAC on February 6th. The next focused study will be on preparedness to manage burn patients.
- Adam Lee has been hired as an Exercise and Training Coordinator and Trey Frankovich has been hired to assist with Maestro.
- SETRAC was deployed in support of the Spring Branch explosion. Patient tracking was instituted early. Tracking at the receiving hospital helped to give a good regional picture of the situation.
- The annual functional exercise, Operation Thunderstruck, will take place in April for each corridor.
- Plans are in full swing for the October Symposium in Galveston.

4. ACTION ITEMS

The following proposed resolutions were read and approved as proposed with no concerns or issues.

A. In regard to the request to obtain a \$100,000 line of credit:

"Be it resolved that the board hereby authorizes the SETRAC CEO to seek a \$100,000 line of credit with Frost Bank for a one-year period that the terms are agreeable to the board treasurer and board chairman. The board shall receive quarterly updates regarding the credit line use and status. Should an extension beyond one year be desired, said request should be presented for approval at or before the board first quarter meeting in 2021."

B. In regard to proposed uses of \$342,000 authorized by DSHS and provided through SB 500:

"Be it resolved that the board continues to authorize the board chairman and executive committee to work with DSHS decision makers in order to authorize and reasonably fund proposed initiatives described within the CEO report during this January 27 board meeting."

C. In regard to the Appreciation Luncheon scheduled for April 1, 2020:

"Be it resolved that the CEO and board chairman proceed with the event as described during tonight's meeting and that input from stakeholders be welcomed as a means to reasonably ensure awards are granted in a fair and equitable way."

D. In regard to committee updates to the board:

"Be it resolved that the Chair shall invite two to three committee chairs on a rotating basis to present an annual update at quarterly board meetings."

E. In regard to reports presented during tonight's meeting:

"Be it resolved that all reports, including the Treasurer's report and the Leadership report, and Committee reports distributed in advance of tonight's meeting are accepted."

5. ADJOURNMENT

Dr. Persse adjourned the meeting at 7:45pm.

SETRAC Board - Secretary: _____

