



Chairman	David Persse, 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*

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**Board Meeting Minutes  
February 7, 2022**

**1. CALL TO ORDER / ROLL CALL**

Dr. David Persse, Chairman, called the meeting to order at 6:30pm. The meeting was held virtually via Zoom. Lon Squyres called roll and a quorum was established.

**2. WELCOME AND INTRODUCTION OF SPECIAL GUESTS**

Dr. Persse welcomed the board members and the stakeholders in attendance. A moment of silence was held for John Upton, husband of SETRAC vice president Lori Upton, who recently passed.

**3. OFFICER REPORTS**

**A. Chairman**

Dr. Persse stated an employee satisfaction survey was recently completed and will be reviewed during an executive session immediately following tonight's general meeting. Plans for a SETRAC board retreat, a stakeholder satisfaction survey, and strategic planning will begin in the next few months.

**B. Vice Chair Hospital Services**

Tom Flanagan announced James Campbell as the only nominee for the vacant Vice Chair of Prehospital Services position. A motion was made to affirm Mr. Campbell as the Vice Chair of Prehospital services. The motion was seconded and unanimously carried with no objections or abstentions.

Chief Graig Temple has resigned his position as secretary of the SETRAC board. Nominations for the position will be open until Friday, March 11<sup>th</sup>. All nominations will need to be sent to [nominations@setrac.org](mailto:nominations@setrac.org). Names of nominees will be presented at that April 2022 board meeting for voting. The term for this position will run until July 2024.

The chair and member-at-large positions on the SETRAC board will be coming up for election this summer. An announcement for nominations for these positions will be made during the April 2022 board meeting with voting to take place during the July 2022 board meeting.

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

There were no items to report due to the election of the Mr. Campbell during this meeting.

**D. Secretary**

This seat is currently open. There were no items to report.

**E. Officer-at-Large Report**

Dr. Brent Kaziny expressed his gratefulness for being a part of SETRAC and for the work being done with hospitals and region during the pandemic.

#### **F. Treasurer Report**

At the request of Lon Squyres, Donald Morrison, SETRAC CFO, provided an overview of the written financial reports that were distributed to the board. Currently there are no controversies or any issues or concerns that require attention.

- SETRAC is currently in the late stages of an audit with Belt Harris Pechacek. Board members will receive a questionnaire from the auditors that must be completed as a requirement of the audit.
- Mr. Morrison will send each board member an attestation form and a conflict-of-interest form that must be completed and returned to SETRAC by early March.
- Grant monies are being spent according to budget.
- The EMTF6 program received additional funding of \$125,000 for the next two years through the legislature.
- The RAC/EMS 2021 funds have been spent. RAC/EMS 2022 funds can be carried over to the next fiscal year.
- Funds generated from assisting Harris County with staffing nurses at hospitals (\$1.5 million) as well excess cash that was in the bank (\$1 million) was placed in a CDAR account. Another \$1.5 million is expected in March/April for an additional contract with Harris County for nurse staffing. The Finance Committee will meet to discuss transferring this money to the SETRAC Foundation during the July 2022 SETRAC board meeting for possible investment in an income generating account.
- The SETRAC Foundation received an anonymous \$1 million donation. The money has been placed in a CDAR account until the SETRAC Foundation Board develops an investment policy.
- Maestro Services is generating revenue. Funds were received from SETRAC for the development of educational videos for EMS stakeholders via the SETRAC online learning platform.

#### **4. LEADERSHIP REPORT**

Chief Executive Officer - A written report was provided by Darrell Pile to the board. Highlights include:

- GETAC Update – GETAC meetings will be taking place February 9-11. Mr. Pile and Dr. Sean Savitz represent the SETRAC region as members of the GETAC Stroke Committee and many other committees are represented by stakeholders in our region. Updates will be provided once the committees have met.
- DSHS Update – DSHS is supporting hospitals by providing nurse staffing and the process has been smoother than the previous COVID wave. Senate Bill 8 (SB 8) provided \$21.7 million for addressing EMS workforce development needs. A committee is actively meeting to propose a plan to the state to use the funds to attract more paramedics and EMTs and fuel the training programs to maintain the flow.
- Clinical Committees Update – Over 400 people attend SETRAC committee meetings quarterly. There is a focus on how committees can work with other committees on common topics. An agreement was signed with Texas CARES to assess management/outcomes of out-of-hospital cardiac arrests.
- COVID/Chief Medical Officer Input – Two virtual meetings were held in January with chief medical officers of hospitals systems in or region at the request of Dr. Steven Brass regarding COVID protocols and processes.
- DSHS RAC Rules – New RAC rules are under review for implementation in 2023. The rules will require each RAC to be assessed according to 33 performance indicators. Dr. Persse recommended having Jorie Klein (DSHS) attending a future board meeting to discuss the new rules.
- SETRAC Newsletter – A draft of the new SETRAC newsletter was presented to the board. The quarterly newsletter will highlight recent accomplishments by our stakeholders and staff.

Vice President Preparedness and Response – Lori Upton thanked the members of the board and the SETRAC family for the support she has received during a difficult time. A written report was provided and highlighted. Key points included:

- The census of COVID patients in ICU and general beds are continuing to decline. The transfer center has been closed down as most of the patients waiting as ED holds are non-COVID patients.
- The state has awarded the SETRAC HPP region with 1,477 nurses to assist with COVID crisis staffing. The anticipated demobilization date is February 28<sup>th</sup>; however, this could be extended.
- The Harris County Judge's Office allocated \$40 million for healthcare surge in Harris County hospitals (644 nurses). A two-week and a three-week demobilization has been submitted.
- SETRAC participated in a CCTA exercise with the City of Houston during the previous weekend and completed a successful no-notice medical surge exercise required by ASPR. SETRAC has been asked by Bill Mangieri, ASPR representative for FEMA Region 6, to develop an exercise template for other coalitions to follow and have John Wingate, SETRAC Training and Exercise Coordinator, to facilitate online trainings for these exercises.
- Meetings with Adult Protective Services and the Harris County Fire Marshal's Offices have been held to discuss alternate locations to transfer residents of unlicensed boarding homes instead of hospitals when medical treatment is not needed.
- The EMResource CAD initiative is currently being tested with Montgomery County Hospital District.
- Jason Nolin, Systems Analyst, is now a certified HAM radio operator.
- EMTF continues to provide border support in Dilley, Texas.

## 5. COMMITTEE REPORTS

Due to the executive session schedule to take place during the meeting, no committee leaders were scheduled to provide an update for this meeting. Questions regarding the reports can be directed to SETRAC staff or committee leaders.

### A. REGIONAL HOSPITAL PREPAREDNESS COALITION

This report was submitted to the board prior to the meeting for review and was approved.

### B. PRE-HOSPITAL COMMITTEE

This report was submitted to the board prior to the meeting for review and was approved.

### C. TRAUMA COMMITTEE

This report was submitted to the board prior to the meeting for review and was approved.

### D. INJURY PREVENTION COMMITTEE

This report was submitted to the board prior to the meeting for review and was approved.

### E. PEDIATRIC COMMITTEE

This report was submitted to the board prior to the meeting for review and was approved.

### F. PERINATAL COMMITTEE

This report was submitted to the board prior to the meeting for review and was approved.

### G. CARDIAC COMMITTEE

This report was submitted to the board prior to the meeting for review and was approved.

### H. STROKE COMMITTEE

This report was submitted to the board prior to the meeting for review and was approved.

**6. ACTION ITEMS**

A. Prior Meeting Minutes

There being no further discussion or objections, the board approved the minutes as presented.

B. Officer Reports

There being no further discussion or objections, the board approved the officer reports as presented. A motion was made and seconded to combine the approvals of the officer, financial, and CEO reports into one report. The motion was accepted and approved with no objections or abstentions.

C. Financial Report

There being no further discussion or objections, the board approved the financial reports as presented.

D. CEO Report

There being no further discussion or objections, the board approved the CEO report as presented.

E. Resolutions and/or Other Action Items

No resolutions or other action items were presented.

**7. GENERAL DISCUSSION / MEMBER FEEDBACK**

No items were presented for discussion or feedback.

**8. ADJOURNMENT**

Dr. Persse adjourned the general board meeting at 7:10pm. An executive session (board members only) immediately followed.

SETRAC Board - Secretary: \_\_\_\_\_

