



**BOARD OF DIRECTORS  
QUARTERLY MEETING**

**JANUARY 23, 2023**



Chairman	David Persse, MD
Vice Chairman Hospital Services	Tom Flanagan
Vice Chairman Pre-Hospital Services	James Campbell
Secretary	Walter Morrow, RN, CFRN, EMT-P
Treasurer	Lon Squyres
Officer-at-Large	Brent Kaziny, MD MA
Chief Executive Officer (interim)	Lori Upton

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

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

### SETRAC BOARD OF DIRECTORS QUARTERLY MEETING

**JANUARY 23, 2023**

**LOCATION** – SETRAC Conference Center - 1111 N. Loop West, Suite 160, Houston, TX 77008

- |   |   |
|---|---|
| <b>1. CALL TO ORDER (6:30 P.M.) and ROLL CALL</b>   | <b>David Persse, M.D./<br/>Walter Morrow, RN, CFRN, EMT-P</b> |
| <b>2. WELCOME</b>   | <b>David Persse, M.D.</b>                                     |
| <b>3. OFFICER REPORTS</b>   |   |
| A. Chairman   | <b>David Persse, M.D.</b>                                     |
| B. Vice Chair Hospital Services   | <b>Tom Flanagan, BSN, MA, LP</b>                              |
| C. Vice Chair Pre-Hospital Services   | <b>James Campbell</b>   |
| D. Secretary  | <b>Walter Morrow, RN, CFRN, EMT-P</b>                         |
| E. Member At Large  | <b>Brent Kaziny, M.D.</b>                                     |
| F. Treasurer  | <b>Lon Squyres</b>  |
| a. Financial Reports  |   |
| <b>4. EXECUTIVE REPORT – Chief Executive Officer</b>  |   |
| a. Preparedness and Response Report   | <b>Lori Upton, RN, BSN, MS</b>                                |
| b. Emergency Healthcare Systems (EHS) Report  | <b>Lisa Spivey/Chris Collier<br/>Tonya Carter</b>             |
| <b>5. GUEST PRESENTATION – TETAF Initiatives</b>  | <b>Dinah Welsh</b><br>TETAF President and CEO                 |
| <b>6. REMAINING ACTION ITEMS/BOARD CONSIDERATION</b>  | <b>David Persse, M.D.</b>                                     |
| A. Approval of Prior Meeting Minutes  |   |
| B. Approval of Reports (Financial, Leadership, Preparedness and Response, and EHS)                                      |   |
| C. Resolutions/Other Action Items   |   |
| a. Approval of revised SETRAC Bylaws  |   |
| i. Creation of the Medical Directors Committee  |   |
| ii. Revision to Article 3 in SETRAC Bylaws concerning At-<br>Large position for “Facilities” (Sections 3.2.4 and 3.5.4) |   |
| b. Approval of elected leaders for Emergency Healthcare Systems committees  |   |
| <b>7. GENERAL/OPEN DISCUSSION</b>   | <b>David Persse, M.D.</b>                                     |
| <b>8. ADJOURNMENT</b>   | <b>David Persse, M.D.</b>                                     |

## SETRAC - December 31, 2022 YTD Expenditure Report (FY23)

(See Grant Summaries on Page 3 & 4 for Categorical breakdown of the grants)

	Grant	YTD Expenditures	Approved Budget	Variance	% Remaining	Month of Fiscal Year
*1	ASPR 23 - TSA Q	\$ 984,230	\$ 2,183,912	\$ 1,199,682	54.9%	7/12
*2	ASPR 23 - TSA R	\$ 191,499	\$ 469,004	\$ 277,505	59.2%	7/12
*3	ASPR 23 - TSA H	\$ 79,435	\$ 164,668	\$ 85,233	51.8%	7/12
*4	ASPR 23 - EMTF 6	\$ 59,639	\$ 131,736	\$ 72,097	54.7%	7/12
*5	ASPR 23 - EMTF 6 (State funds)	\$ 79,547	\$ 125,000	\$ 45,453	36.4%	7/12
*6	RAC/EMS 2023	\$ 172,382	\$ 493,106	\$ 320,724	65.0%	4/12
*7	RAC Development 2023	\$ 71,420	\$ 219,637	\$ 148,217	67.5%	4/12
*8	County Pass Thru 2023	\$ -	\$ 412,655	\$ 412,655	100.0%	4/12
*9	HFD Base Station	\$ 405,848	\$ 1,843,106	\$ 1,437,258	78.0%	3/12
	<b>Total</b>	<b>\$ 2,044,000</b>	<b>\$ 6,042,824</b>	<b>\$ 3,998,825</b>	<b>66.2%</b>	

- \*1-4 ASPR Contracts for FY23 are expending in accordance with budget.
- \*5 ASPR EMTF 6 (State funds) are expending in accordance with budget.
- \*6 FY 23 RAC EMS funds are expending in accordance with budget.
- \*7 FY23 RAC Development funds are expending in accordance with budget.
- \*8 FY 23 County Pass Thru funds for eligible EMS agencies has no allowable carryforward from FY22
- \*9 Houston Fire Department Base Station - Reimbursement for actual payroll expenses incurred. Net Revenue is listed on Page 2.

## Financial Status

Cash Status: December 31, 2022

Frost Bank Checking	\$ 364,240.41	-This account is the main operational account.
PNC Bank Checking	\$ 557,874.12	-This account is our primary depository account for grant funds.
PayPal Account	\$ 132,311.31	-This account supports receivables for Symposium, other events
Investment Account #1	\$ 449,977.72	-Monies invested in 28-day maturity, FDIC insured certificates of deposit
Investment Account #2	\$ 500,000.00	-CDARS opened 11/16/2022 for \$500,000 - 28-day maturity, FDIC insured certificates of deposit
Investment Account #3	\$ 500,000.00	-CDARS opened 11/16/2022 for \$500,000 - 28-day maturity, FDIC insured certificates of deposit
Investment Account #4	\$ 1,504,875.27	-Monies invested in 13 week maturity, FDIC insured certificates of deposit.
Investment Account #5	\$ 1,504,863.74	-Monies invested in 13 week maturity, FDIC insured certificates of deposit
SETRAC Foundation Checking	\$ 54,849.50	-This account supports Foundation business
SETRAC Foundation Inv. Acct.	\$ 1,002,165.72	-Monies invested in 28-day maturity, FDIC insured certificates of deposit
Maestro Svcs. Checking Acct.	\$ 75,313.80	-This account supports Maestro Svcs operations
SB8 Checking Acct.	\$ 790,579.28	-This account supports SB8 Funding operations

### SETRAC Operating Fund FY23 YTD September- December

Revenue (non-grant)		FY 23	Revenue (non-traditional)		FY 23
General Revenue	\$	11,211	General Revenue	\$	-
FY 2022 Dues	\$	4,400			
Deployment Revenue	\$	-			
STB Kits	\$	6,240			
TXTF-1 Response Income	\$	19,357			
HFD Base Station	\$	74,254			
<b>Total Revenue</b>	<b>\$</b>	<b>115,462</b>			
<b>Expenses (non-grant)</b>					
Contract Services	\$	5,300			
Business Expenses	\$	6			
Equipment	\$	-			
Operational Supplies	\$	329			
Other	\$	47,088			
Personnel	\$	20,912			
Base Staion Expenses	\$	399			
Travel	\$	9,120			
<b>Total Expenses</b>	<b>\$</b>	<b>83,154</b>			
<b>Net Revenue</b>	<b>\$</b>	<b>32,308</b>			

## Financial Summary - Categorical Budget Detail

	YTD	Budget	Variance
ASPR 23 - TSA Q			
Contract Services	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
Operational Supplies	\$ 7,080	\$ 17,146	\$ 10,066
Other	\$ 340,542	\$ 706,940	\$ 366,398
Personnel	\$ 551,261	\$ 1,211,435	\$ 660,174
Travel	\$ 3,933	\$ 30,000	\$ 26,067
Indirect Costs	\$ 81,414	\$ 218,391	\$ 136,977
Total	\$ 984,229	\$ 2,183,912	\$ 1,199,683
ASPR 23 - TSA R			
Contract Services	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
Operational Supplies	\$ 560	\$ 2,374	\$ 1,814
Other	\$ 23,749	\$ 83,447	\$ 59,698
Personnel	\$ 146,101	\$ 329,852	\$ 183,751
Travel	\$ 350	\$ 6,431	\$ 6,081
Indirect Costs	\$ 20,740	\$ 46,900	\$ 26,160
Total	\$ 191,499	\$ 469,004	\$ 277,505
ASPR 23 - TSA H			
Contract Services	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
Operational Supplies	\$ 1	\$ 822	\$ 821
Other	\$ 4,163	\$ 4,413	\$ 250
Personnel	\$ 65,238	\$ 142,367	\$ 77,129
Travel	\$ 50	\$ 601	\$ 551
Indirect Costs	\$ 9,983	\$ 16,466	\$ 6,483
Total	\$ 79,435	\$ 164,669	\$ 85,234
ASPR 23 - EMTF 6			
Contract Services	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
Operational Supplies	\$ -	\$ 573	\$ 573
Other	\$ 10,716	\$ 19,474	\$ 8,758
Personnel	\$ 41,622	\$ 92,085	\$ 50,463
Travel	\$ 972	\$ 6,431	\$ 5,460
Indirect Costs	\$ 6,329	\$ 13,173	\$ 6,844
Total	\$ 59,639	\$ 131,736	\$ 72,097
ASPR 23 - EMTF 6 (State General Revenue)			
Other	\$ 79,547	\$ 125,000	\$ 45,453
Total	\$ 79,547	\$ 125,000	\$ 45,453

## Financial Summary - Categorical Budget Detail

	YTD	Budget	Variance
RAC/EMS FY 23			
Operational Supplies	\$ 648	\$ 515	\$ (133)
Other	\$ 62,472	\$ 55,688	\$ (6,784)
Personnel	\$ 92,897	\$ 380,120	\$ 287,223
Indirect Costs	\$ 14,502	\$ 49,311	\$ 34,809
Travel	\$ 1,864	\$ 7,472	\$ 5,608
<b>Total</b>	<b>\$ 172,382</b>	<b>\$ 493,106</b>	<b>\$ 320,724</b>
RAC Development Funds FY23			
Operational Supplies	\$ 254	\$ 756	\$ 502
Other	\$ 17,756	\$ 55,701	\$ 37,945
Personnel	\$ 45,278	\$ 128,800	\$ 83,522
Indirect Costs	\$ 6,881	\$ 27,411	\$ 20,530
Travel	\$ 1,251	\$ 6,969	\$ 5,718
<b>Total</b>	<b>\$ 71,420</b>	<b>\$ 219,637</b>	<b>\$ 148,217</b>
County Funds FY23			
Contract Services		\$ 412,655	\$ 412,655
HFD Base Station			
Personnel	\$ 405,848	\$ 1,843,106	\$ 1,437,258

## Unrestricted Assets Growth

	GenFY15	Gen FY16	Gen FY17	Gen FY18	Gen FY19	Gen FY20	Gen FY 21	Gen FY 22	Gen FY 23	TOTAL
Revenue (Unrestricted)	114,868.11	122,415.57	112,130.48	458,767.59	357,970.13	828,743.55	495,286.00	787,368.00	115,462.00	3,750,970.85
Expense (Grant Offsets)	110,196.24	88,944.99	190,844.81	334,373.01	469,327.17	569,818.67	176,453.00	806,477.00	83,154.00	3,071,632.40
Unrestricted Net Asset	4,671.87	33,470.58	(78,714.33)	124,394.58	(111,357.04)	258,924.88	318,833.00	(19,109.00)	32,308.00	679,338.45
Symposium										48,836.00
Total Fund Balance										728,174.45

Notes:

# **PREPAREDNESS AND RESPONSE REPORT**

**HPP Update January 2023**

## **Lisa Spivey - Director of Preparedness**

TSA Q-West Corridor – Kat Samuel

TSA Q Downtown Coordinator - Clayton Ehrlich

TSA H-Gary Litton

TSA R- Jeremy Way

Special Populations - Fidel Calvillo

## **Chris Collier – Director of Response**

EMTF 6 Coordinator - Mikal Orr

Regional Logistics and Inventory Coordinator - Kyle Erickson

Mobile Assets Coordinator – Philip Cutler

## **Overview:**

Our Preparedness and Response team has been working extremely hard this last quarter. They have continued with increasing their trainings and meetings to in-person. Overall, the Coordinators are focusing on Coalition Development by:

- Working with the corridor chairs and facility EMCs to determine regional and corridor specific preparedness needs.
- Engaging all partners to increase corridor meeting participation, as well as radio checks.
- Offering to hospital staff on site EMResource, EMTrack and WebEOC training.
- Continuing to network with hospitals, EMS, Fire, Police, Public Health, and City/County EMCs to build strong partnerships.
- Working with the Behavioral Threat Assessment team, which includes Houston Police Department, Harris County Sheriff's Office, Texas DPS, FBI and local behavioral health facilities.
- Created a Behavioral Health workgroup which will begin meeting on January 11, 2023.
- Participated in the planning and implementation of the safety and security collaboration for Waller ISD and assisted with multiple lock-down drills.
- Attended the NHCPC (MESH) Conference.
- TSA-R Coordinator Jeremy Way presented at the NHCPC Conference.
- Director of Preparedness was named to the GETAC Disaster Preparedness and Response Committee.
- Attended the GETAC Injury Prevention and Public Education Committee.



- Attended the NETEC Webinar - Lab Samples and Suspect Cases: How to handle, package, and ship specimens from high-risk patients.
- Coordinated local and State-wide Stop the Bleed training trainings.
- Attended the presentation for the Program of Distinction from IAHS for Security Award at HCA Houston Healthcare Tomball.
- Assisting and supporting CIMA in preparation for their FSX's.
- Working with our Regional Logistics and Inventory Coordinator and the hospital staff to obtain an accurate inventory at each facility. This is nearly completed.
- Continue working with our RITA partners in regards to coordination and bringing in new EMS partners.
- Continue to work with our Adult Protective Services, and the boarding home issues.
- Our Special Populations Coordinator continues to engage long term, home health, rehab, and FSEDs into the coalition.
  - a. Developing a regional Hurricane Evacuation exercise for the Special Populations, scheduled for May 4, 2023
  - b. Provided 13 one on one visits with stakeholders
  - c. Added 123 new facilities into EMResource.
  - d. Increased stakeholders' participation in the Off The Grid Drill in December.

#### **Community Events/Exercises:**

- Participated in multiple planning meetings and provided resources for the Houston Marathon and CMOC support to the COH EOC January 15<sup>th</sup> – 16<sup>th</sup> during the race.
- Participated in a TTX with the City of Houston OEM for the Houston Marathon-December 12, 2022.
- Provided resources for the full-scale exercise with the Houston Police Department and Houston Fire Department. December 21, 2022.
- Provided resources for the Sam Houston University NCAA Division 1 football game, November 19, 2022.
- Planning as asset display day in March 2023 for the asset day.
- Participated in the FBI/DOE/DOD Full-Scale Planning exercise.

#### **Logistics and Assets:**

- RCVQ will begin refurbishment after receiving UASI Grant in the amount of \$200,000. Work will begin in a few weeks and include generator replacement, air system replacement, new paint job and re-striping, and technological updates.
- December the team focused on reorganizing and cleaning the warehouse.
- Routine maintenance and service continues to keep assets at an operational state.
- Harris County IFS has expressed interest in having SETRAC take control and operate a refrigerated box truck they received off a UASI grant several years ago. SETRAC staff will go assess the truck and develop a transition plan.
- Logistics staff continue to remain busy supporting the multiple events and incidents where resources were requested.

## **EMTF:**

- Workgroup & Coordinator Meetings January 24-25, 2023 @ STRAC. Abbreviated component meetings in the morning and extended Ops Group meeting in the afternoon.
- Schedule for regional component meetings will be sent out via EMTF-6 ListServ.
- MPV 602 will receive 1.5 upgrades – time OOS will be approximately 6-8 weeks. Refurb start date TBD.
- MPV 603 responded to a potential chemical exposure in Brazoria County – 106 patients triaged and 6 transported, via ambulance, to regional hospitals.
- UTMB NICU Evacuation training – MPVs 601, 603, 604 and UTMB staff.
- MPV 603 & SETRAC conducted a full-scale exercise with CIMA in La Porte.
- Border Support Mission in Dilley demobilized.
- Multiple regional partners participated in the Brazosport ISD active shooter workshop – members present TFL, MIST, ASTs, and ASTLs.
- World Series Parade – multiple regional agencies (Atascocita Fire Dept., MCHD, HCESD #8, Cy-Fair Fire Dept., HCEC, Ft. Bend County EMS, Clear Lake EMS, Windsor EMS, La Porte EMS, City EMS, Pearland FD EMS) provided 15 ambulances, MPVs 601 & 602, and UTV Medics to support HFD during the parade.
- Multiple Severe Weather Standby's.

### EMTF State Level Training- dates TBD

- Each region will be offered at least 4 seats per class. TMORT – primarily open to those already on the TMORT/DPMU teams, MEDL, MIST (possibly 2 classes), ASMT, and TFL/MIST Update.

### Regional Training – dates TBD

- MMU – we will host at least 2 MMU training/familiarization days this year. These will be open to RN's, Paramedics, Doctors, Logistic/Support personnel.
- MURC – Cy-Fair FD & Atascocita FD.
- ASMT – at least 1 training event (may be held in conjunction with the TDEM or CMOC exercises).
- AMBUS – training focus to be determined by AMBUS partners.
- IDRU – UTMB-Galveston, AMR, and other potential transport agencies.
- WLFS – at least 3 hands-on training days to practice wildland fire operations (IWI, patient packaging, communications).
- TFL/MIST – at least 2 training days (Operations & Leadership).

### Exercises

- TDEM Full-scale Hurricane Exercise – May 16-18, 2023 (opportunities to participate for TFL, MIST, AST, ASMT, MMU/RNST).
- CMOC – Spring Radiological Functional Exercise April 12, 2023 (opportunities to participate for TFL, MIST, AST, ASMT, MMU/RNST).
- WLFS Functional Exercise (March 1-3 in coordination with TFS, will be conducted at Reveille Peak Ranch near Burnet, Texas) – open to 1 WPU per region and 2 REM teams from all EMTF regions. Attendance will be by invitation from the EMTF-6 Coordinator.

**Real World Incidents:**

10/01/2022 - Current

<b>Event Designation</b>	<b>Location</b>	<b>Type</b>	<b>Date</b>	<b>Assigned Resources</b>
Fair on the Square- Huntsville	Regional	Major Event	10/1/2022	UTV-1
Sugarland - Puerto Rican Fest	Regional	Major Event	10/11/2022	MCC-602
Cy-Fair Fire Fest	Regional	PR Event	10/16/2022	MPV-601
PVA&M Homecoming / NCAA Football	Regional	Major Event	10/27/2022	MCC-602
Severe Weather Stand-by	State	Incident Standby	11/3/2022	TFL, MIST, AST, MPV
World Series Game 5	Regional	Major Event	11/5/2022	RCVQ, CMOC, EOC Support
World Series Parade	Regional	Major Event	11/7/2022	CMOC, EOC Support, 3 AST, 4 ASTL, UTV-1, MPV-601, MPV-602, MMU-6101, MMU-6102, Gen
UT Health / HFD MCI Exercise	Regional	Full Scale Exercise	11/18/2022	Disaster Cots
SHSU Homecoming / NCAA Football	Regional	Major Event	11/19/2022	RCVQ, MMU-Quad, Gen
COH Boil Water Notice	Regional	Major Incident	11/27/2022 - 11/30/2022	CMOC
Lumberton ISD / Hardin County ESD2	Regional	Major Event	12/16/2022	RCVQ
COH Active Threat FS EX	Regional	Full Scale Exercise	12/21/2022	MMU- 6101, Gen
December Winter Weather	Regional	Severe Weather	12/22/2022 - 12/24/2022	CMOC, EOC Support
Illegal Group Home	Regional	MCI	12/23/2022	CMOC
Huntsville MH Infrastructure Failure	Regional	Major Incident	12/31/2022	CMOC, AST
UASI Mobile Command Truck Rally	Regional	PR Event	1/10/2023	RCVQ
Houston Marathon	Regional	Major Event	1/14/2023 - 1/15/2023	CMOC, EOC Support, Medical Equipment Support

## **RHPC Board Report**

### **January 2023**

#### **End of Year Survey:**

The annual End of Year survey has been completed by 78 facilities.

#### **Healthcare Preparedness Capabilities**

- **Long Term Care Update (C102)**

Special Population Stakeholders last meeting held on November 10, 2022. Members continue to discuss integrating the Special Populations meeting with all our corridor meetings in 2023. A discussion was held on EMResource changes made to the system. In-Person EMResource trainings will be held regionally to improve the use of EMResource with Special Populations group.

FSEDs last meeting was held on November 10, 2022. A discussion was held on the current RSV influx of pediatric patients in hospitals as well as Ebola planning and the RITA plan. Members continue to discuss integrating the FSEDs meeting with all our corridor meetings in 2023. EMTrack training will be provided to FSEDs in upcoming weeks.

#### **2023 Upcoming Events:**

- Special Populations Exercise – Evacuation and Shelter in Place.
- Tabletop April 20<sup>th</sup> and Full-Scale May 4<sup>th</sup>.
- Regional Boot Camps (4).

- **Training and Exercise Update (C104)**

The SETRAC “Off the Grid” drill was conducted on Thursday December 15th. After the information is compiled and documented an After Action Report will be made available on the SETRAC website.

Planning is underway for the 2023 RHPC Exercise. The exercise series will include five (5) corridor specific Tabletop Exercises (TTX's) and one Functional Exercise (FE). The tentative date for the Functional Exercise is Wednesday April the 12<sup>th</sup>, 2023. Additional information to include all exercise dates and registration will be provided as it comes available.

- **EMTF Update (C104)**

There are currently no on-going missions. Recent missions include:

1. 3 Wildfire responses (MEDL), WPU, MPVs, and Ambulances)
2. MPV 601& 603 at St. Joseph's Medical Center for a hospital evacuation exercise
3. MPV 604 conducted NICU evacuation trainings at St. Elizabeth's and Baptist Beaumont.
4. MPV 603 responded to a potential chemical exposure in Brazoria County
5. UTMB NICU Evacuation training – MPVs 601, 603, 604 and UTMB staff.
6. MPV 603 & SETRAC conducted a full-scale exercise with CIMA.
7. Border support mission in Dilley.
8. Multiple regional partners participated in the Brazosport ISD active shooter workshop
9. Severe weather standbys.
10. World Series Parade – multiple regional agencies

Trainings and meetings include:

1. EMTF Training – dates TBD, each region will be offered at least 4 seats per class
  - TMORT
  - MEDL
  - MIST
  - ASMT
  - TFL/MIST Update
2. Exercises
  - TDEM Full-Scale Hurricane Exercise – May 16-18
  - CMOC – Spring Radiological Functional Exercise – April 12, 2023
  - WLFS Functional Exercise – March
3. Future Meetings
  - Workgroup & Coordinator Meetings – January 24-25, 2023 at STRAC.
  - Schedule for regional component meetings will be sent out via EMTF-6 ListServ

- **Inventory Update**

All survey submissions have been received from healthcare facilities across the state for the TDEM PPE Stockpile Workgroup. The data is now under review and awaiting determination as to whether it is feasible to maintain strategically placed 30-60-90-day stockpiles of PPE.

If any agency or facility would like to have any assets or equipment on site for a training evolution or planned event, there is a Non-Emergency Asset Request form on the SETRAC website.

## **Sub-Committee Updates**

- **Symposium Planning (C101)**

Planning for the upcoming 2023 symposium begins in February with the first planning committee meeting scheduled for Monday, February 16th.

- **Clinical Advisory Committee (C101)**

The Clinical Advisory Committee for this year has been identified. The SETRAC Board approved a Medical Directors Committee to also serve as part the Clinical Advisory Committee.

## **Corridor Updates (C101)**

- **Downtown Corridor** – The Downtown Corridor met on December 2<sup>nd</sup> where corridor members conducted a water utility tabletop and discussed cyber security, operations continuity, radio checks, and active shooter issues.
- **South Corridor** – The South Corridor met November 11<sup>th</sup> where the corridor members discussed cyber security and identified gaps. SETRAC is working with the City of Pearland OEM to conduct a preparedness boot camp the first quarter of this year.

- **East Corridor** – The East Corridor met on December 9<sup>th</sup> where the corridor members discussed the influx of pediatric patients, pediatric disaster training scheduled for February 22<sup>nd</sup>-23<sup>rd</sup> and looking forward to engaging more EMS members in the corridor meetings.
- **North Corridor** – The North Corridor met on December 14<sup>th</sup>. Jeremy Way gave a situational awareness training.
- **West Corridor** – The West Corridor met on December 16<sup>th</sup> where OakBend Medical Center gave a presentation on their recent cyber security event.

### Partner Updates (C101)

- **Public Health**

- **Harris County Public Health** - Harris County is currently at Level Yellow for COVID. Passengers coming from China and Hong Kong must have a negative test result prior to boarding.

A COVID Related Census was distributed and Ms. Lori Upton reviewed the graph data with the coalition members. Coalition members were reminded that they are still required to report their data in EMResource daily.

- **Houston Health Department** – The Houston Health department assisted with warming centers across the city including the George R. Brown Center over the Christmas holiday weekend.

- **OEM**

- **City of Houston (COH)** – A meeting took place with their partners to discuss planning for the Houston Marathon on January 16<sup>th</sup>. The COH also assisted with the warming centers during the freeze.

- **EMS**

- **SETRAC** – The next Pre-Hospital Committee meeting is scheduled for Friday, January 20<sup>th</sup>, at SETRAC. The Clinical Advisory Committee is working to create an EMS toolkit/guidance for response to radiological incidents. A hospital recently received a deficiency on their designation survey for not having a plan in place to communicate with EMS agencies if their data or phone systems are down. SETRAC staff work with the hospital to use their hospital radio to designate a channel for communication with area EMS providers.

### Open Discussion/Other

- **EMS Wrist Band Program**

There are several issues to be worked out before implementing the program. Chris Collier gave a brief overview of some of the issues and advised if a facility has a trauma or stroke designation, their facility

will be required to input the wristband number starting early 2024. EMS has no current requirement. The goal is to conduct a trial period once the bands are accepted and then conduct training.

- **Mental Health Workgroup**

Lisa Spivey reported SETRAC will be meeting with psych facilities. At this initial meeting, the discussion will surround the crisis of psych patients in the emergency departments and what challenges and obstacles they are facing. Moving forward, SETRAC will bring in EMS, law enforcement, and eventually bring in the emergency departments to start the conversation.

# **INFORMATION TECHNOLOGY BOARD REPORT**

**January 2023**

**Jeremiah Williamson – Director of Information Technology**

## **Infrastructure Development:**

- RCVQ modernization is in progress.
- Collaborating with UASI Technical and Mobile Command Workgroups, providing quality, cost-effective solutions for stakeholders.

## **Service Continuity:**

- We are working together with Harris County ARES to enhance off-the-grid communications.
- The latest Off-the-Grid saw 175 participants connect with CMOC using alternative communication vectors, including 12 utilizing amateur radio and five using sat-to-sat phones.

## **Training:**

- Assisted with the latest HAM in a Day course on Dec 15<sup>th</sup>. All 19 students passed the course and are now FCC licensed, including the Director of IT.



# **EMERGENCY HEALTHCARE SYSTEMS (EHS) REPORT**

**January 2023**

**Tonya Carter – Clinical Program Manager**

**Chris Collier – Director of Response**

## **Emergency Department Workgroup:**

The workgroup continues to focus on mental health, to include staff injuries, positive collaboration with law enforcement, and CMS rules regarding appropriate placement of mental health patients. The workgroup's goal is to hold a collaborative meeting with law enforcement to increase knowledge of all roles involved in the care of mental health patients.

## **Perinatal Committee:**

The newly elected Medical Director is Dr. David Weisoly. Dr. Elizabeth Eason will serve as Committee Chair with Kendra Folh and Marty Delaney serving as Vice Chairs. The last meeting was held in-person at the SETRAC Conference Center on 12.14.2022, where voting took place. The next meeting will be held in person on 3.8.2023. The main focuses of the committee include:

- **Maternal Morbidity & Mortality Workgroup Focuses:**
  - Ensuring complete knowledge of the new Maternal rules, published on 1/8/2023
  - Positively influencing the racial and ethnic disparities among Black and Hispanic patients that lead to increased mortality rate
  - Increased C-Section rates in TX. Goal is to look for opportunities to safely reduce as the one unique intervention may not work at all hospital
  - Placenta Spectrum Disorder
- **Infant Morbidity & Mortality Workgroup Focuses:**
  - Institutional criteria or triggers for chart review
  - Neonatal QAPI triggers
- **Perinatal Planning Workgroup Focuses:**
  - Neonatal Resuscitation Program (NRP): Training for EMS partners
    - 9 agencies attended the successful skills assessment held on for October 28, 2022 at the Harris County Emergency Corps Training Center
  - Pre & post skills survey identified need for additional courses
  - Additional NRP instructors identified for courses that will be held in 2023
- **Perinatal Quality Improvement Workgroup Focuses:**
  - Breastmilk at Discharge Project:
    - Awards will be presented to three (3) hospitals for overall improvement of infants discharged from SETRAC NICUs receiving mother's own milk
    - Awards will be presented to six (6) hospitals for overall improvement of VLBW infants discharged receiving mother's own milk

- Abstract Poster Presentation for the 2022 AAP National Conference was presented on 10.8.2022
- Antibiotic Timeliness Project:
  - “Beat the Clock” initiative adopted to decrease the percent of NICU infants receiving antibiotics in the first week of life more than 1 hour after order/birth
- Neonatal and Maternal Program Manager Collaborative:
  - Focus on maternal rules and QAPI plan for neonatal and maternal programs

### **Cardiac Committee:**

The newly elected Medical Director is Dr. James McCarthy. Dr. Kevin Schulz will serve as Committee Chair with David Bernard and Dr. Leslie Osborn serving as Vice Chairs. This committee meets quarterly and met virtually on 10.28.2022. The next Committee meeting will be held on 1.27.2023. The main focuses of the committee include:

- Cardiac Education Series: This 4-part virtual education series for our regional STEMI coordinators, Cardiologists, and EMS partners is complete
  - Andre Storey, FACHE, VP & COO at Memorial Hermann Cypress Hospital presented on *Engaging Hospital Administrators* on 4.22.2022
  - Rakesh Shah, MD with HCA Houston Healthcare Clear Lake presented on *Controllable/Uncontrollable Heart Attack Risk Factors* on 7.22.2022
  - Amir Azeem, MD with St. Luke’s Sugar Land will present on Electrophysiology in patients with arrhythmias on 10.28.2022
  - Jonathan Aliota, MD, MS, FACC with Memorial Hermann Memorial City will presented on unstable chest pain syndromes on 12.14.2022
- Focus on establishing new committee goals, to include a regional cardiac plan workgroup and drill down on lytic administration
  - NCDR Chest Pain-MI Registry: Pending signed agreements
  - Hands-Only CPR events

### **Stroke Committee**

The newly elected Medical Director is Dr. Sean Savitz. Dr. Chethan Venkatasubba Rao will serve as Committee Chair with Christy Gonzales and Dr. Bryan Kharbanda serving as Vice Chairs. The committee met in person on 11.16.2022. The next committee meeting will be held on 1.25.2023. The main focuses of the committee include:

- Identifying additional hospital metrics to improve outcomes and increase preventative measures
- Decrease percentage of patients arriving to facilities outside of the 4.5-hour window
- Defining time parameters for Wake-Up Strokes (i.e., 24 hours)

- Drilling down into rehab utilization
- Socio-economic Indicators, to include rural vs urban, insured vs uninsured, ethnicity, etc.
- Identifying stroke metrics to be provided by our EMS partners
- Developing Stroke Bootcamp 2023 for data abstractors and coordinators

### **Trauma Committee**

The newly elected Medical Director is Dr. Michelle McNutt. Dr. Chad Wilson will serve as Committee Chair with LeAnne Young and Adam Fitzhenry serving as Vice Chairs. The committee met on 1.5.2023. The next meeting will be held on 3.2.2023. The main focuses of the committee include:

- Identifying trauma metrics to be provided by our EMS partners
- Trauma/EMS Collaboration: Developing MCI Guideline
- Trauma/Injury Prevention/Pediatrics Collaboration: Increased firearm usage in pediatric population
- Tourniquet Usage: SETRAC currently leads State in collection of tourniquet data. Plans to collaborate with Stop the Bleed Subcommittee for community-based educational events
- Trauma/Law Enforcement Collaboration: Education regarding trauma center designation and what each designation level means
- Abstract *The Impact of Social Determinants of Health on Trauma Outcomes across the Greater Houston Area* was accepted and will be presented to the Academic Surgical Conference on 2.7.23
- Interactive heat map developed to review top 5 mechanism of injury. Data will be used to aide in positive change in specific areas within the region through community outreach and education
- Feedback from the Trauma Registry Workshop will be used to develop additional events. Plans to hold quarterly education for hospital data abstractors
- The Stop the Bleed Subcommittee has a new lead, Laura Vaughn

### **Injury Prevention Committee**

The newly elected Medical Director is Dr. Lars Thestrop. Dr. Anthony Arredondo will serve as the Committee Chair, until his term expires in May 2023, with Kristen Beckworth and Kacey Sammons serving as Vice Chairs. The committee met on 8.11.2022. The next meeting will be held on 10.13.2022. The main focuses of the committee include:

- Deliverables established for Tai Chi Fall Prevention Program

- Increase number of community events
- Continuous development of the National Injury Prevention social media guide, adding topics regularly
- Maintaining a list of firearm injury prevention resources available locally, to include educational materials, speakers/content experts, gun locks, etc.
- Assist Dr. Stacey Drake's team with promoting the "It's Only A White Line" campaign
- Data driven projects, to include suicide prevention in older adults and safe schools in regard to active attacks

### **Pediatrics Committee**

The newly elected Medical Director is Dr. Brent Kaziny. Dr. Nichole Davis will serve as Committee Chair with Andre Ruby and Eric Parmley serving as Vice Chairs. The committee met on 12.8.2022. The next meeting will be held on 2.9.2023. The main focuses of the committee include:

- 2023 Committee Goals:
  - Drill down on pediatric firearm data to view intent. Currently at 4.1% for Q1-Q2 from 2.9% in Q1-Q4 2021
  - Collaboration with Emergency Centers/RHPC Emergency Management with recommended target on mental health and disaster medicine
  - Collaboration with all SETRAC Committees
    - EMS Committee representatives presented on the knowledge and confidence gained from the NRP training, to complete the 4-part education series
- ASPR Grant Award: Pediatric Disaster Care Center of Excellence
  - The G7 is a federally funded consortium that aims to ensure the gulf coast can comprehensively respond to disaster events impacting children
- Review of regional pediatric trauma data. New age groups will be reflected in Q3 2022 data
- Pediatric Education Series: This 4-part virtual education series is complete
  - Next education topic: Respiratory Distress
  - Cary Cain, Ph.D. presented on *Child Abuse Prevention & Screening* on 4.14.2022
  - Destiny Young, BSN, RN, presented on *Recognizing Children with Heart Disease* on 6.9.2022
  - Sam Rodriguez, Dustin Yates, Tracie Dauwe, and Heather Lozada presented on the NRP training

### **Prehospital / EMS Committee**

- EMS Workforce Development Initiative (Senate Bill 8)
  - SETRAC staff have created a page on the website for EMS Education. The page gives information as

well as a link for potential recipients to complete some basic information prior to receiving an application to apply. There have been 250+ entries from individuals requesting information on applying. We have received a total of 35 applications.

- Challenges / Issues

- Incomplete application packets being submitted. To include missing signatures, invalid financial information, inconsistencies in invoices from paramedic programs, and having agency leadership or recipient respond back in a timely manner after our staff request additional information or fixes.
- A recipient submitting a packet with a class start date within a week, with the unrealistic expectation that we will review, approve, and arrange to send the money to the school within a short time. Once an application is approved or will be approved staff will work with the agency or school to agree on a payment process.

- EMS Wristband Initiative

SETRAC is the final RAC that has not implemented some version of this initiative. The purpose of the bands is to be able to track the care of a patient during emergency responses and may extend to any patient treated via EMS prior to being treated at a hospital. Possible complications with implementing the initiative were discussed including how the wristband numbers will be entered in patient records and funding. A plan for distribution of the bands to each EMS agency will be created for use in the event of an evacuation. Several agencies have agreed to trial the process and feedback will be provided to this committee. SETRAC is working to develop an implementation plan, education, and trial period.

- Pulsara

Pulsara continues to be a discussion topic as there is a gaining interest in utilization of the product amongst EMS providers. Although not an official regional standard, most of the healthcare systems have the platform or are in the process of adding the platform. The committee discussed if the committee needs to adopt the use of Pulsara as a regional standard.

- Regional Quality of Care

The committee has addressed a variety of topics and has encouraged members to attend other SETRAC committee meetings and encouraged those members to attend our meetings (stroke, trauma, inj. prev., cardiac, etc.). The group has received presentation and discussion regarding the Texas CARES program, EMS Whole Blood, Out of Hospital DNR.



Chairman	David Persse, MD
Vice Chair-Hospital Services	Tom Flanagan
Vice Chair-PreHospital Services	James Campbell
Secretary	Walter Morrow, RN, CFRN, EMT-P
Treasurer	Lon Squyres
Officer-at-Large	Brent Kaziny, MD, MA
Chief Executive Officer (interim)	Lori Upton

## 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 October 17, 2022

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

Dr. David Persse, Chairman, called the meeting to order at 6:30pm. The meeting was held in-person at the SETRAC Conference Center. Walter Morrow 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. No special guests were in attendance for this meeting.

#### 3. **NOMINATIONS COMMITTEE**

Mr. Flanagan had no items to report.

#### 4. **OFFICER REPORTS**

##### **A. Chairman**

Dr. Persse reported that while the pandemic is not entirely over, COVID hospitalizations, wastewater samples, and positivity rates are down. Although not a new variant, COVID numbers are increasing in Europe and Australia had a severe flu season. Pediatric hospitals in our region have ICUs filled with flu patients. This flu season can have a large impact on our hospitals and EMS systems which makes SETRAC's ability to facilitate coordination even more important.

Dr. Persse recommended to everyone to be familiar with the regional RETA plan as well as their own agency / emergency department plans as the number of Ebola cases are rising in Uganda and can be transmitted by others who may be traveling to and from Uganda.

##### **B. Vice Chair Hospital Services**

Mr. Flanagan led a discussion on the use of Pulsara among hospital and EMS systems. Many hospitals and EMS systems are currently using the platform for communication regarding incoming cardiac patients. An ad hoc subcommittee will be formed among the hospital representatives of the board to discuss the use of Pulsara and determine if there is a consensus for recommending the use of the platform in the SETRAC region.

In January 2023, the state will require patients brought to an acute care facility via a 911 provider to have a specific wristband applied for patient tracking. The numbered wristband must stay on the patient until the patient is discharged from the facility. At this time, the wristbands are written into the trauma rules and reference its use for stroke patients as well. Facilities with a trauma registry will need to upgrade their registry to record the patient tracking number from the wristband. Mr. Flanagan will convene a call with Dr. Persse, Dr. Marc Boom, and Ms. Erin Asprek to persuade the state to delay the timing of implementing the wristband initiative. Mr. Flanagan encouraged board members to have their executives and colleagues reach out to their Texas Hospital Association (THA) representatives to encourage more

time for hospitals and agencies to prepare for the implementation of the initiative. A subcommittee will be formed to continue the discussion of this initiative.

Mr. Flanagan made a request to the board to approve:

- the creation of a medical directors committee, made of medical directors selected by each of the SETRAC Emergency Healthcare System committees, to serve as an advisory role to committee chairs, be the point person for any quality improvement referrals to that committee, and serve on the RHPC Clinical Advisory Committee.
- a revision to the bylaws to change the at-large position representing facilities to a position that would represent a jurisdiction.

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

James Campbell reported that major items for EMS are the afore mentioned Pulsara and Texas wristband initiatives and EMS education, recruitment and retention.

**D. Secretary**

Mr. Morrow had no items to report.

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

Dr. Brent Kaziny announced that a 1-year, \$3 million grant from ASPR has been received to create a Pediatric Disaster Care Center of Excellence. The Gulf Seven Pediatric Disaster Network (G7) will be a joint project with Texas Children's Hospital, Baylor College of Medicine, and other facilities along the Gulf Coast. SETRAC is one of the funded partners in the grant.

**F. Treasurer Report**

Lon Squyres provided an overview of the printed financial reports that were given to the board. The report shows the County Pass Thru 2022 funding has 9.7% of funds remaining as of August 31<sup>st</sup>; however, the grant has been fully spent as of this meeting. The general fund had a negative net revenue for year due to an unplanned, one-time expense of \$250,000. Otherwise, the general fund is still doing well overall.

Mr. Squyres commended Michelle Maynor, Tiffany Walker, and Ms. Upton for their assistance with the financials since the departure of the SETRAC comptroller, Donald Morrison.

**5. EXECUTIVE REPORT**

A written report was provided by Lori Upton to the board. Highlights include:

- Linh Tran, CPA, has been contracted on a short-term basis to assist the finance department with reviewing the finances for the past two years. Ms. Tran has helped extricate Maestro Services from SETRAC. A tax attorney assisted with the filing of federal tax returns for Maestro Services and it was determined that Maestro Services currently owes approximately \$15,000 in back taxes, fines, and penalties. The organization has the income to cover the debt and will not affect SETRAC. All books, taxes, and accounts are now in order.
- It is anticipated that the trauma rules for the state will be opened for formal public comment in March 2023.
- A page has been created on the SETRAC website for the EMS Education Fund. A form of eligibility will be created. Over 75 inquiries have been received. A committee will be created to review the contracts and applications and a part-time worker may be hired to assist with the applications and communicate with the EMS agencies.

- The allocation for this year's EMS / County Funds grant has once again decreased. The funds are weighted heavily toward rural counties according to the state legislature. The only way to change the allocation is through the legislature. The state has also found 100,000 of the reported runs for the region have bounced back and they are working with the affected agency to rectify the issue.
- SETRAC reached out to a tax firm to get a credit back on payroll taxes due to a state order regarding COVID and it was determined that SETRAC is eligible for all five quarters due to the normal course of business being drastically altered.

## 6. **ACTION ITEMS**

### A. **Prior Meeting Minutes**

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

### B. **Reports (Officer, Finance, and Executive)**

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

### C. **Resolutions and/or Other Action Items**

#### a. *Creation of the Medical Directors Committee*

There being no further discussion or objections, the board approved the creation of the Medical Directors Committee.

#### b. *Revision to Article 3 in SETRAC Bylaws concerning At-Large position for "Facilities" (Sections 3.2.4 and 3.5.4)*

There being no further discussion or objections, the board approved the revision to the At-Large position to represent a jurisdiction instead of facilities.

## 7. **GENERAL / OPEN DISCUSSION**

No items were presented for discussion.

## 8. **ADJOURNMENT**

Dr. Persse adjourned the general board meeting at 7:20 pm. The board held an executive session following the conclusion of the meeting.

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