



Chairman	Dr. Brent Kaziny
Past Chair	Dr. David Persse
Vice Chairman Hospital Services	Sterling Taylor
Vice Chairman Pre-Hospital Services	James Campbell
Secretary	Walter Morrow
Treasurer	Lon Squyres
Officer-at-Large	Dr. Kevin Schulz
Chief Executive Officer	Lori Upton

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 20, 2025

1. CALL TO ORDER / ROLL CALL

Dr. Brent Kaziny, Chairman, called the meeting to order at 6:30 pm. The meeting was held in-person at Houston TranStar. Walter Morrow, Secretary, called roll and a quorum was established.

2. WELCOME

Dr. Kaziny welcomed the board members and the stakeholders in attendance. The agenda for the meeting was reviewed.

3. OFFICER REPORTS

A. Chairman

Dr. Kaziny congratulated the SETRAC team on putting together an impressive symposium and encouraged others to attend in the future.

Lori Upton asked the board members if a board orientation (for all members) would be beneficial. The members of the board agreed it would be beneficial and that four hours would be feasible.

B. Vice Chair Hospital Services

Sterling Taylor had no items to report.

C. Vice Chair Pre-Hospital Services

Mr. Campbell was unable to attend the meeting and there were no items to report on his behalf.

D. Secretary

Mr. Morrow had no items to report.

E. Officer-at-Large Report

Dr. Kaziny reported on behalf of Dr. Kevin Schulz, who was unable to attend the meeting.

Dr. Schulz will take over the task of looking into stakeholder engagement and attendance at SETRAC board meetings. Dr. Kaziny presented two issues up for date regarding the structure of the meetings: should the nature of the quarterly meetings be revised (frequency, addition of virtual option) and should bigger meetings be held to include more of the membership.

The board discussed possible changes which included:

- move meetings to daytime hours (after lunch, late afternoon)
- offer a virtual option with cameras on and include a required percentage of in-person attendance
- increase the frequency of regular meetings (no meals needed)

- use quarterly meetings for general membership meetings (include SETRAC staff reports)
- have a discussion of approval items before the board meeting
- move the meeting to different locations around the region

Goal is to narrow down options, obtain board feedback, and involve the Bylaws Committee should any of the bylaws need to be revised. Dr. Kaziny will relay the discussion points made at this meeting back to Dr. Schulz.

F. Treasurer Report

Lon Squyres was unable to attend the meeting and Tiffany Walker reported on his behalf. Hard copies of the SETRAC financials were provided to the board. Highlights include:

- The fiscal year for the HPP grants has begun and the clinical grants are wrapping up. Numbers are reflective of August 31st.
- One agency did not submit a reimbursement packet for county funds leaving \$1,383.13 carried forward. This is the first year that funds can be carried forward.
- Reimbursement money for the July 4th flooding event will be reflected in the Amegy account at the next board meeting (money was received in September and is not included in this report.)
- The general fund report will be revised to show revenue and expenses going forward.
- All grant accounts are on track with spending. July and August incur large annual expenses that fall within the HPP budget.
- Paperwork to dissolve Maestro Services has been received and will be filed this week. Once officially dissolved, the funds will be moved to the Amegy account. The final tax return will be due 6 months after the last day of business.

4. EXECUTIVE REPORT

Chief Executive Officer - Lori Upton provided a written report to the board. Highlights include:

- DSHS has awarded SETRAC with the HPP and EMTF contracts from 2026-30. The current HPP contract will end January 31, 2026. The next contract will run from February 1, 2026 – January 31, 2027. It is unsure why the dates have been revised. EMTF will remain the same, however, the funds will not be released until February 1st. EMTF funds cannot be carried over and must be spent from February 2026 – August 2026. Also, items must meet a \$10,000 minimum in order to be considered “equipment” (an increase of \$5,000 from the previous budget.)
- Due to the current government shutdown, DSHS has shared that reimbursements will continue but may be slow.
- Future funding remains in limbo until a determination is made whether HPP will be fully funded or cut to \$65 million.
- All furniture has been moved from the SETRAC location at 1111 N. Loop West to the warehouse location at 5115 Rosslyn Dr. Board members are welcome to stop by to tour the new offices. On September 23rd, the SETRAC Foundation signed an agreement with the owner of the warehouse. All current leases will convey to the new owner. The bankers anticipate a November 2025 close date.
- Bill Desmond has assumed the role of Base Station Manager following the untimely passing of Stephen Scott.
- All G7 exercises were completed with good feedback received. Suzanne Curran and Ms. Upton traveled across the G7 region completing seven exercises in less than seven weeks. Dr. Kaziny shared the SETRAC newsletter covering the central Texas flooding with the person who is over of the three Pediatric Disaster Care Centers of Excellence, who then distributed it others with high remarks for SETRAC.

- Funding may not be continuing past 2028 for the new federal grant to institute Juvare's real-time bed availability feature that meets the CMS daily requirements. There would be no cost to hospitals that sign on during the grant period (through 2028).
- One of the HPP regions either did not bid or did not score high enough in their bid to receive an HPP or EMTF contract. An RFP was submitted to DSHS for the contract. The region is contiguous with RAC Q and RAC R and would expand SETRAC's footprint to Oklahoma and Louisiana. The contract is a little more than \$3 million over the next 5 years.
- An RFP has been developed and submitted to the board for review and approval. The RFP is in reference to obtaining a contractor to help facilitate improving employee engagement and satisfaction.
- EHS committees continue to push the envelope in identifying new ways to help save lives and decrease wait times, getting people into definitive care early.
 - Behavioral health and EMS wait times continue to be addressed.
 - The Perinatal Committee is working with the City of Houston Health Department on a congenital syphilis PI project.
 - The Stroke Committee has formed work groups to improve outcomes related to extended window strokes and stroke rehab utilization.
 - The Cardiac Committee is developing a best practice toolkit to improve door-in door-out times.
 - The EMS Committee has expanded and is exploring regional guidance on the reduction of light and sirens usage. A standardized limited data use agreement will be forthcoming. A signed mutual aid agreement has been signed with RAC-R to develop the Southeast Texas Regional Whole Blood Program. It is not yet known how much of the \$10 million allocated by the state will be awarded to SETRAC.

Guest Speaker – Injury Prevention Committee – Blake Milnes gave a presentation on Harris County ESD 5's home inspection program which has led to the decrease in falls in their area. For 2025, the agency has seen a reduction of 17% in 911 calls by frequent system users and calls regarding falls and lift-assists have been cut in half from the previous year.

Ms. Upton presented Harris County ESD 5 with the CEO Award of Excellence for Injury Prevention for their work with this community outreach initiative.

Preparedness and Response – A written report was provided to the board prior to the meeting. Lisa Spivey and Troy Erbentraut provided the following update:

- Ms. Spivey reported that she and Mr. Erbentraut will be attending an early morning exercise with CIMA as they continue to build a relationship with the group.
- Regional exercises and training technology are being condensed and held regionally.
- The TSA-H Manager is working with TSA-H on their Pediatric Disaster Response Plan.
- The Special Populations Manager was requested to be a member of the Harris County Pct. 1 Senior Care Facility Task Force.
- Coalition calls for FIFA World Cup 2026 continue as well as calls for mental health.
- Mr. Erbentraut thanked Philip Cutler, Regional Logistics and Inventory Coordinator, for his service at SETRAC including loading heavy equipment, providing muscle work at the warehouse, and maintaining the assets in good condition.
- The GC-11 has been submitted to DSHS.

- The 860 and quad tents are showing their age. While they are not currently at end-of-life, replacements will need to be looked into in the near future.
- Deployment to the Hill Country continues with resources from our region as well as in East Texas to assist with wildland fires.
- EMTF is having an after-action in San Antonio this week regarding the Hill Country flooding.

Emergency Healthcare Systems – A written report was provided to the board prior to the meeting. Suzanne Curran, Melanie Aluotto, and Troy Erbentraut (on behalf of Clayton Ehrlich) provided the following updates:

- DSHS will be funding the whole blood product program and providing money to each RAC; however, the allocation amounts have not been announced. SETRAC will be required to hold a number of blood drives during the year by the state.
- The SETRAC region is looking at utilizing a vending model where blood products will be purchased through Gulf Coast Regional Blood Center via a vending machine. Each machine costs approximately \$5,000 to \$6,000. SETRAC is currently the only RAC looking at using this model. Two apps are currently being reviewed by the Blood Products Committee. A contract is being worked on for coolers to help track temperatures.
- The following trauma centers have recently received their designation/re-designation:
 - Memorial Hermann Southeast – Level III
 - Ben Taub Hospital – Level I
 - Memorial Hermann TMC – Level I
 - UTMB Clear Lake – Level II
- ESO has been working with SETRAC and trauma facilities with trauma data submissions in the new registry. While the issues are believed to have been fixed, the Trauma Committee has not been able to review trauma data at the most recent meeting.
- Work continues on the GETAC Transfer PI project. An update will be provided by Ms. Curran at the next GETAC meeting. The goal is to improve transfer times for patients and benchmark facilities against each other.
- The Pediatric Committee continues to look at education and ensuring EDs are ready, especially Level IV facilities.
- National Injury Prevention Day is November 18th. A request was made for hospitals to turn hospitals green in recognition of the national initiative.
- The Extended Window Stroke work group is using data to analyze the impact of the Heart of the Matter program and targeted social media campaigns. The social data in the high areas of extended window strokes is also being reviewed to see if the needs of that specific population can be met. This will be tracked over the next three years.
- The Stroke Rehab work group are using data to analyze rehab referrals over the years. Interventions will include region-wide education on rehab utilization and referral patterns. A committee member will also be working with the GETAC post-acute care work group. A pilot program of five facilities has begun involving making post discharge calls to stroke patients and asking a series of questions related to the usage of outpatient rehab.
- The next Heart of the Matter program has reached 655 participants. The next event will take place on November 4th at Clements High School. The educational program along with Stop-the-Bleed training will be provided for the Houston Marathon runners.
- A Cardiac Committee work group will be developing a door-in door-out (DIDO) toolkit with education rolling out to non-PCI centers and freestanding EDs to help reduce DIDO times.

- SETRAC is partnering with the American Heart Association to pilot a “4-minute city” program, based on the program used by the McKinney Fire Department. Monthly meetings will include Fort Bend EMS to build the program which will have an AED and someone that can initiate bystander CPR within 4 minutes or someone needing assistance.
- The NRP program has trained 209 medics in 18 classes.
- Antibiotic timeliness for neonates has improved to 26.3% for Q2 2025 with a goal of less than 25%. Breastmilk on discharge rates are currently at 71.2% with a goal of 75% or higher.
- The Maternal Subcommittee is developing data points to collect to track c-sections performed in the region and syphilis rates with hopes of beginning the collection with January 2026 data.
- A contract is being negotiated with ESO for collection of EMS data to assist in tracking EMS wall times. A data use agreement will be distributed to regional EMS agencies for permission to review the data.
- The Behavioral Health LOS in EDs work group identified top concerns were delays in LEO transfers, placing non-resource patients, and obtaining in-patient beds for all behavioral health patients. The number of patients awaiting transport has been added to the dataset. The ED directors will be reviewing their facility submissions as the current rate of submission is 46%. Ms. Spivey and Ms. Upton learned through a meeting with Pct 1 of the existence of an after-hours court that can assist with providing OPCs. A toolkit is being developed to share with EDs.

5. **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. *Approval of nomination for Matagorda County board position*

A motion was made to approve Justin Cude to the Matagorda County board position as nominated by Matagorda County Judge Bobby Seiferman. The motion was seconded and the board unanimously approved the nomination.

b. *Approval of RFP for consulting services for enhancing employee engagement and satisfaction*

A motion was made and seconded to approve the RFP submitted to the board by Ms. Upton for the enlistment of a third-party organizational resiliency group to address employee concerns.

A discussion was held and the motion was revised to change the development of the plan in the RFP to have a draft of the final plan presented to the board and the questions and responses for the RFP be received by both the CEO and the board chair. The revised motion was approved unanimously by the board.

c. *Approval of the SETRAC Mass Casualty Incident Response Guideline*

A motion was made to approve the guideline which was previously approved by the RHPC board. The board unanimously approved the guideline as presented.

6. **GENERAL / OPEN DISCUSSION**

RHPC Symposium

Dudley Wait reiterated Dr. Kaziny's appreciation of the symposium, specifically the opening speaker for the Friday morning general session regarding school shootings from the shooter's perspective. A round of applause was given to the SETRAC team.

ADJOURNMENT

Dr. Kaziny adjourned the meeting at 8:13 pm. An executive session was held following the meeting.

SETRAC Board - Secretary: 