



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*

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### Board Meeting Minutes March 24, 2026

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

Dr. Brent Kaziny, Chairman, called the meeting to order at 11:32am. The meeting was held in-person at SETRAC and virtually via Zoom. Grace Farquhar called roll on behalf of Walter Morrow, Secretary, who was unable to attend the beginning of the meeting. A quorum was established.

#### 2. **WELCOME**

Dr. Kaziny welcomed the board members attending in person and virtually.

#### 3. **ACTION ITEMS / BOARD CONSIDERATION**

##### A. **Prior Meeting Minutes – February 25, 2026**

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

##### B. **Financial Review**

Financial packets with line items for each grant were made available for the board members attending in person to review as well as their corresponding overview reports. This information is also available for any board member to view when visiting the SETRAC location outside of the board meetings.

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

###### a. **Approval of new RHPC Board members**

The SETRAC Board Chair is able to select two board members to represent the at-large positions on the RHPC Board. The two board members selected are Adam Lee (Memorial Hermann) and Carmen Tilton (Texas Assisted Living Association). Justin Cude motioned to approve the RHPC board selections as presented which was seconded by Sterling Taylor. There being no further discussion, the board approved the minutes as presented with no objections or abstentions.

###### b. **Approval of revised employee policies**

The SETRAC operational procedures were distributed to the board prior to the meeting. Revisions included staff titles, the online payroll process, and the frequency of board meetings. The board discussed the new payroll system and how payments are issued. Mr. Cude motioned to approve the revised policies and was seconded by Chief Wait. There being no further discussion, the board approved the revised policies as presented with no objections or abstentions.

###### c. **Decision on times for future general assembly (quarterly) meetings**

The board discussed the current dates/times of the quarterly and monthly board meeting as well as participation and engagement. Dr. Kaziny made a motion to have monthly board of director meetings

scheduled for the third Tuesday of each month from 11:30am to 1:00pm at SETRAC, with the exception of the quarterly general assembly meetings, which will be held quarterly on the third Tuesday of the corresponding month from 11:30am to 1:00pm at a location to be determined. All meetings will have virtual and in-person options. The motion was seconded by Chief Wait. Chief Wait requested an amendment to the motion that in-person and virtual participation will be determined with bylaws update. There being no further discussion, the board approved the minutes as presented with no objections or abstentions. Participation requirements will be discussed at the next board meeting.

**d. Committee assignments**

Elections and term renewals will be coming up at the July general assembly meeting. Dr. Kaziny will be naming the members that will make up the Nominating Committee prior to the April meeting, as nominations will open at the end of the April meeting. In accordance with the SETRAC bylaws, the following terms will expire at the July 2026 meeting:

Board Member Positions	
Austin County	Houston Methodist
Harris County	Texas Children's
Wharton County	At Large #2

Executive Committee Positions	
Vice Chairman of Prehospital Services	Treasurer

Because there are no term limits for these positions, all board members are eligible for renomination.

**4. OPEN DISCUSSION**

Lori Upton provided an update on what is currently happening and what is moving forward, including interviews with employee engagement companies, visit by the Sunset Commission, historical trauma data migration, SMA request for staff coverage during the World Cup, interviews for a finance clerk, the beginning of transition meetings with the EMTF-4 region, the need for new computers due to the end of their 8 to 10-year life cycles, update to SAMM with the new address, annual staff reviews, and the possibility of having a SETRAC open house (weather permitting.)

Dr. Kaziny shared that a disaster preparedness response expo will be taking place on May 9<sup>th</sup> that is specially geared toward neurodivergent children that SETRAC and others may be interested in participating. G7 will have a booth at the expo.

Christy Gonzales gave kudos to Suzanne Curran and her team for the Trauma Registry workshop that was recently held.

Part of the virtual meeting was interrupted due to technical difficulties with computer hardware.

**5. ADJOURN**

There being no further items for discussion, Dr. Kaziny adjourned the meeting at 1:05pm.

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