

DEEP EAST TEXAS REGIONAL ADVISORY COUNCIL

TRAUMA SERVICE AREA – H

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Angelina County
Nacogdoches County
Polk County
Sabine County
San Jacinto County
San Augustine County
Tyler County

EXECUTIVE COMMITTEE MEETING

SEPTEMBER 19, 2012

Minutes

Location: DETRAC OFFICES / BOARDROOM - Lufkin

Time: 3:30 p.m.

Presiding: Scott Christopher, DETRAC Chair

STANDING AGENDA ITEMS

1. Call to Order

The meeting was called to order at 3:33p.m. by Scott Christopher.

2. Attendance – Collection/Announcement of Proxies

Darlene Williams (MHSET San Augustine) to Sondra Wilson

It was agreed that a quorum was present to perform the business of the meeting.

3. Introduction of Guests

There were no guests or first-time attendees at this meeting.

4. Review/Approval of July 11, 2012 Minutes

A copy of the proposed minutes was included in the handout. The members were provided time to review the minutes. Minutes approved on a motion made by Chris Collier and seconded by Shirley Naquin with one exception (change the word "crafting" to "drafting" in the section related to sending a letter for a San Jacinto Co. representative).

5. Executive Committee Attendance Report

A spreadsheet was included in the handout listing member attendance at previous meetings. The committee members were asked to review their information. Ms. Sondra Wilson reported that Dr. Evans should likely be removed as the Medical Director and from the Executive Board due to his relocation of employment from Lufkin to Jasper. A replacement for the QI/Physician's Advisory Committee will also be needed. Mr. Christopher reported that a Nacogdoches physician named David Duke has recently expressed interest in becoming active in the DETRAC. The committee also discussed asking Dr. Mel Cole (General Surgeon in Lufkin) to fill Dr. Evan's positions.

6. Treasurers' Report

Byron Stowe was unable to attend today's meeting. Brenda Anderson provided a summary of DETRAC financial activity.

- 1) FY11 Tobacco / FY12 Tobacco – have received one installment just over \$20,000.
- 2) EMS/RAC 12/13 – funds have been received.
- 3) EMS/County 12/13 – funds have been received and EMS providers have been notified.

7. Committee Reports

- ◆ Pre-Hospital –Chris Collier
 - Mr. Collier was recognized as having a new employer and will be working outside the trauma service area. He was asked if his new position would allow him to continue as the Pre-Hospital committee chairman. Mr. Collier stated that he desired to continue as the chair for the committee. The committee thanked him for his dedication and hard work. .
 - Trailer Project – Mr. Christopher stated that this project continues to move forward, and that Alan Russell is performing much of the day-to-day activity and coordination for the project. Mr. Christopher stated that the smaller trailer is soon to have the interior work completed. Mr. Russell and Ms. Anderson are currently obtaining quotes for various components of the trailer project.
- ◆ Hospital Acute Care – Jackie Laird
 - Ms. Laird stated the committee last met in April 2012. She presented a change of concept for her committee to the Executive committee members. The Acute Care members are wanting to change their focus from meeting focused to project focused. An example project would be creating a new-member welcome and orientation packet. Ms. Karrie Stanaland informed the group that her facility is investigating the utilization of hand-held metal detectors in the emergency department. She stated this may be a project the Acute Care group takes on. The committee supported this change of focus.
- ◆ Emergency Preparedness Committee Report – Connie Blalock
 - Ms. Blalock noted that all of the attendees at this committee meeting were in attendance at the EPC meeting earlier today. No verbal report was provided.
- ◆ QI/Physicians Advisory – Dr. Evans- Have not met.
- ◆ Inj. Prevention/Education Committee – Tammy Hanson
 - Ms. Hanson announced that she has developed and will be maintaining a running list of provider education opportunities and injury prevention programs. This document will be shared with the DETRAC office. Ms. Hanson requested that the DETRAC membership contact her with any information that may be added to the list. Announced Injury Prevention and Education opportunities to the Committee.
 - 1) Online Disaster Life Support courses have been recently added to list.
 - 2) The DETRAC has been offered four free seats at the SETRAC STEMI conference.
 - 3) At the State level, a Spectrum of Prevention program is being developed. This program will address four of the most common mechanisms of injury and injury patterns. The goal for this program is to provide a guidance document, along with injury prevention program implementation strategies.

OLD BUSINESS

8. Regional Stroke Plan

Will be incorporated into new Regional Healthcare Plan. DETRAC staff continue to put the final elements in the plan prior to formal review and acceptance.

9. San Jacinto County Representative Status

Ms. Anderson stated she has not yet sent a formal request for RAC participation to individual interested in participating in DETRAC.

10. Executive Board Activities / Report

Mr. Christopher stated the Executive Board was unable to establish a quorum at today's meeting. Ms. Wilson, Ms. Anderson and himself discussed some of the items on the agenda and received report updates, but no actions were taken.

11. Bylaws Review Workgroup (Sondra, Byron, Darlene, Connie R.)

Ms. Wilson announced that the recommended changes to the Bylaws have been completed. This document needs to be formally reviewed by this committee and the General Assembly group for formal approval.

12. Trauma Plan Review Workgroup (Scott, Chris, Jackie, Tammy, Connie B., Shirley)

Mr. Christopher reminded the committee members that the Trauma plan will be incorporated into the Regional Healthcare plan. The work group will continue to re-evaluate and revise the Regional Healthcare Plan.

13. EMS Newsletter

Ms. Anderson announced that a draft article is being written to highlight the trailer project. All agreed that the media campaign should wait until the trailer project is nearer completion. Other topics to consider include the opening of the new Civic Center / Shelter in Nacogdoches and the relocation of the Civil Air Patrol in Nacogdoches.

NEW BUSINESS

14. FY12 4th Quarter EMS/RAC Progress Report

A copy of the spending report submitted to the DSHS was provided in the handout. There were no questions or recommendations. Ms. Anderson reported that the end-of-year Tobacco report will be due October 15, 2012.

15. 1115 Waiver Update

The committee members were asked if they had any updates or information to report regarding any 1115 waiver activities. Ms. Wilson announced that Tyler County Hospital is partnering with CHRISTUS Health on projects. Mr. Christopher stated that Nacogdoches is looking at increasing Clinic and EMS availabilities.

16. Lufkin Memorial / Angelina County Representative

Karrie Stanaland was present and confirmed her willingness to serve as the Angelina County Representative.

17. MHSET Lufkin In-Active-Pursuit of Trauma Designation

Mr. Christopher announced that he was cc'ed a letter from DSHS addressed to the CEO of Lufkin Memorial recognizing that facility in active pursuit of trauma designation. Ms. Stanaland stated that a Trauma Program Manager has not yet been selected and that the facility is unclear on what level of designation they will pursue. Mr. Christopher offered Ms. Stanaland the DETRAC and Nacogdoches Memorial's assistance to help them build the program as needed.

OTHER

18. Announcements

- Shirley Naquin announced that Sabine County Hospital recently obtain Joint Commission accreditation.

19. Adjourn

The meeting was adjourned at 4:17 p.m. on a motion made by Sondra Wilson and seconded Jackie Laird.

*Minutes recorded by
Scott Christopher*