

# DEEP EAST TEXAS REGIONAL ADVISORY COUNCIL

## TRAUMA SERVICE AREA – H

2915 ATKINSON, SUITE 108 · LUFKIN, TEXAS 75901  
· OFFICES (936) 639-0600 FAX (936) 639-0616 ·  
· www.detrac.org ·

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### GENERAL ASSEMBLY COMMITTEE MEETING NOVEMBER 28, 2012 Minutes

Location: Six Mile Volunteer Fire Department  
Time: 5:00 p.m.  
Presiding: Scott Christopher, DETRAC Chair

#### **1. Call to Order**

The meeting was called to order at 5:15pm by Scott Christopher. He welcomed the attendees and verbally expressed 'thank you' to the Six Mile VFD organization for hosting the meeting and feeding the attendees a BBQ supper. Mr. Christopher provided an apology to the group for the sudden meeting cancellation and date change earlier this month.

#### **2. Attendance – Collection/Announcement of Proxies**

Sondra Wilson (Tyler Co. Hospital) to Shirley Naquin  
Bonnie Harper (Ora VFD) to Scott Christopher  
Chuck French (Angelina College) to Scott Christopher  
Ricky Jones (Woden VFD) to Forrest King

#### **3. Introduction of Guests**

Mr. Joey Ancelet with the Department of State Health Services was recognized as being in attendance. There were several attendees noted to be first-time attendees. These individuals introduced themselves to the group.

#### **4. Review/Approval of May 31, 2012 Minutes**

The minutes from the September meeting were not available for review / approval. They will be presented at a future meeting.

#### **5. Treasurers' Report – Byron/Brenda**

Mr. Byron Stowe was not available to provide the report.

Ms. Brenda Anderson announced that on-line bank access has been established for the Chairman, Treasurer and the Executive Director of the DETRAC. Ms. Anderson also passed around a Quickbooks report that illustrated the revenues and YTD expenses for each of the funding streams for the DETRAC. She reported that only one tobacco deposit has been received for this fiscal year.

#### **6. Standing Report on General Assembly Member Attendance**

A spreadsheet listing member attendance patterns since September 2012 was provided in the handout.

## 7. Committee Reports

### ◆ Pre-Hospital –Chris Collier

Mr. Collier was not present to provide a report.

- The group discussed Mr. Collier's ability and willingness to continue as the Pre-Hospital Committee Chair due to his recent relocation in employment and residence in the north Houston area. Mr. Christopher stated that he has received notice of other EMS providers wishing to serve in the Chair role. Mr. Christopher will contact Mr. Collier and determine his future desire and ability to serve as the Chair. If he states he is unable to continue in this role, the committee agreed to open the position for applications.
- Ms. Anderson provided a summary report on the status of the Response Trailer project. She stated the plans to have the smaller trailer on display at today's meeting fell through. She announced the project continues to move forward, and that Alan Russell has been very active getting the various components completed. A second vehicle to pull the larger trailer is currently being sought. The larger trailer is scheduled to go to Foretravel for interior work soon.

### ◆ Hospital Acute Care – Jackie Laird

Ms. Laird reported that the committee is focusing on completing the RAC Welcome Packet for new members. She stated that she has not had a good response (4/12) getting the biographical information from the DETRAC Officers. The Welcome document will include information on commonly used acronyms.

### ◆ Emergency Preparedness – Connie Blalock

Ms. Blalock provided a report for this sub-committee. The group is planning to complete a new Hazard Vulnerability Analysis soon. The sub-committee is also working on a Regional Mass Fatality Plan, with many members anticipated to attend training on this subject in Houston in early 2013. She announced that the decision was made not to perform a regional drill in December 2012. Janice Williams offered to investigate the possibility of Nacogdoches Medical Center coordinating the December drill and keeping it on the calendar. The committee was introduced to Suspicious Activity Reporting tool. And finally, Ms. Blalock reported that her committee is monitoring and discussing the forthcoming state RFP for continued HPP funding.

### ◆ QI/Physicians Advisory – Dr. Evans ... have not met

Dr. Evans was not present to provide a report.

Mr. Christopher announced that he has invited Ms. Karrie Stanaland to function as the Chair for this sub-committee. Ms. Stanaland has accepted the position. Mr. Christopher stated that he plans to meet with Ms. Stanaland to discuss the goals and direction for this sub-committee.

### ◆ Inj. Prev./Education – Tammy Hanson

Ms. Hanson provided a detailed handout for the packet. This document listed many opportunities for provider education (on-line & classroom based) and community injury and illness prevention. Ms. Hanson reviewed several of the items listed in her document. Her handout also listed many programs of interest for the members. And finally, Ms. Hanson ended her report by announcing that state-level white papers will be forthcoming on several injury prevention topics. Mr. Christopher reviewed FRO education from the Fire Engineering web site. Info in the packet.

## **8. Executive Committee Report- Scott**

The Executive Committee received reports from the various sub-committees. The committee reviewed the Tobacco Reports submitted to DSHS. Updates were provided to the Executive committee on DETRAC office staffing and the response trailer project. The committee reviewed and approved language changes to the DETRAC Bylaws.

### **- Bylaws Review**

Mr. Christopher presented a draft of the proposed Bylaw changes to the General Assembly. He stated that wording has been changed in all areas of the document to shift the focus of the DETRAC from 'trauma' specific to 'trauma and acute care emergencies. The only other recommended change is found in the General Assembly membership section (6.1). The committee recommended that item 6.1.2 be changed to read: *Membership requires that an individual reside within the DETRAC boundaries; and/or be employed, volunteer or be affiliated with an agency providing emergency, trauma or acute care services within the TSA; and/or have a professional interest in emergency, trauma or acute care services within the TSA.* The committee agreed with these recommendations. A motion was made by Paulette Wood to approve the recommended changes, with a second to the motion provided by Connie Blalock. There was no further discussion. There was no opposition to the motion.

## **9. 2012-2013 Meeting Calendar**

A calendar of meeting schedules through July 2013 was reviewed by the membership. The General Assembly meeting schedule was highlighted on this calendar. There were issues identified by the membership.

## **10. Texas EMS, Trauma & Acute Care Foundation Update (11/12/12) – Division Representatives**

This document was included in the handout packet. The membership was also informed the information was available on the TETAF web site. Several topics were reviewed with the members by Mr. Christopher. TETAF has begun offer a Lunch & Learn webinar for EMS leadership. The new state legislative composition will include many new members. DETRAC membership should begin speaking with their legislator now about protection and enhancement of trauma and EMS funding. TETAF is monitoring and reporting legislative committee activity and discussions on freeing up the restricted dedicated funds. These funds include 911 fees, VFD assistance funds, HB3588 funds and red-light camera funds being held to balance the state budget and not being provided to the agencies.

## **11. Texas EMS & Trauma Registry Update – Scott**

Mr. Christopher stated that the transition to the new state Trauma Registry continues and is experiencing many anticipated and unanticipated transitional pains. Members are required to log-on to the system prior to January 1, 2013 or DSHS will be notifying the agencies leadership of failure to utilize the software. Mr. Christopher also stated that individuals using email addresses that are not specifically tied to their agency (i.e. not hotmail, gmail, yahoo, etc) will have special instructions to follow per the Registry.

## **12. GETAC November 2012 Meeting Notes**

The membership was provided the typed notes take by Scott Christopher while he attended the November meetings. Mr. Christopher reviewed several topics in these notes.

- Providers are encouraged to apply for the Extraordinary Emergency funds. There are funds unclaimed in this account every year.
- The HHSC has issued a position letter supporting the sharing of patient information between hospital and EMS agencies.
- The trauma rules revision process continues. DSHS is currently reviewing all the comments and recommendations. DSHS has hopes of presenting a draft of the proposed rule changes in January 2013. It will likely be two years before the rule revisions go into effect.
- There will be an EMS and Trauma day at the State Capital on 2/26/13.
- The Memorandum of Agreement (MOA) process for providers responding to disaster areas is being revised. The previous MOAs expire 12/31/12.
- Bills are beginning to be filed today for legislative session. HB104 already filed related to distracted driving.
- Formal EMS Administrator training may be required in the future.
- There is some dissatisfaction from stakeholders regarding the proposed GETAC meeting schedule. The GETAC Executive Committee will be addressing stakeholders.

Mr. Christopher reminded the membership that the GETAC meetings are webcasted for those unable to physically attend. And finally, a handout was provided in the member packets listing the EMS and Trauma Awards for 2012 announced at the EMS Conference.

## **13. Trauma Center Designation Update- Hospital Representatives**

There were no announcements from any of the hospital representatives. Mr. Christopher announced that Nacogdoches Memorial Hospital will soon be submitting their re-designation application for Level III Trauma Center. Mr. Christopher reminded the group that the Uncompensated Trauma Care Fund application is due 1/15/13.

## **14. Stroke Center Designation Update – Hospital Representatives**

There were no announcements from any of the hospital representatives.

## **15. Chest Pain Center Designation Update – Hospital Representatives**

There were no announcements from any of the hospital representatives.

## **16. Stories for Texas EMS Newsletter?**

Scott reminded and encouraged the membership to submit their agencies accomplishment stories to DSHS for publication in the EMS Newsletter. Stories can be submitted to [Kelly.Harrell@dshs.state.tx.us](mailto:Kelly.Harrell@dshs.state.tx.us).

## **17. Pediatric Readiness Project**

The handout packet included information on a performance improvement initiative being coordinated by EMS-Children. The goal of the project is to get an assessment from all Emergency Department in the country. Benefits of completing the survey will be a report to the agency on their strengths and weaknesses.

**18. Other Announcements**

- Ms. Anderson requested that agencies seeking EMS Conference reimbursement to send in their requests as soon as possible.
- Mr. Johnny Luman reminded the membership that narrow-banding of the radio frequencies is due by 1/1/13. The membership discussed how agencies have had ample time to complete this requirement, but many have waited until the last moment and that adequate testing of inter-agency communications has not been performed. All agreed that communication problems should be anticipated.

**19. Next Meeting** – This topic was not discussed.

The calendar distributed earlier has the meeting scheduled for January 9, 2013.

**20. Adjournment**

The meeting adjourned on a motion by Forrest King and Johnny Luman at 6:18 pm.

***Minutes recorded by S. Christopher.***