

# 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

January 16, 2013

### Minutes

**Location:** MHSET – Lufkin, Stroke Center Conference Room

**Time:** 3:30 p.m.

**Presiding:** Scott Christopher, DETRAC Chair

#### **STANDING AGENDA ITEMS**

**1. Call to Order**

Scott Christopher called the meeting to order at 15:35.

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

Ms. Connie Blalock (MMHET Livingston) provided her proxy to Mr. Scott Christopher. Mr. Chuck French (Angelina College) provided his proxy to Mr. Christopher. A quorum was noted to be established based on those present.

**3. Introduction of Guests**

There were several new attendees. Around-the-room introductions were made. First-time attendees included Peggy Mortensen, who is the Chief Nursing Officer at MHSET Lufkin.

**4. Review/Approval of November 28, 2012 Minutes**

The minutes from the November meeting were provided in the handout packet. Members were provided time to review the document. A motion was made by Celina Serna to approve the minutes as presented. Shirley Naquin seconded this motion. There was no opposition.

**5. Executive Committee Attendance Report**

A spreadsheet reflecting the committee member's attendance patterns since September 2012 was included in the handout.

**6. Treasurers' Report / Status of Various Funding Sources**

Mr. Byron Stowe and Ms. Brenda Anderson were unable to attend today's meeting.

A Quick Books report summarizing revenue and expense activities from each of the revenue funding sources was reviewed by Mr. Christopher and then circulated among the committee members. The total revenues of the four funding streams is \$452,823.00, with YTD expenses among the four categories of \$96,144.18.

**7. Committee Reports**

♦ Pre-Hospital –Chris Collier

Mr. Collier was present to provide a report.

- Mr. Christopher informed the committee that he has had conversation with Mr. Collier, and Chris' desire is to continue as the sub-committee Chair. Mr. Christopher asked Mr. Collier to inform the RAC if the duties of Chair become too demanding and begin to create a floundering effect for the committee.
- Mr. Collier requested that Mr. Christopher give a report on the status of the Trailer project. Mr. Christopher stated that there has been very little activity since the group's last meeting. Trailer towing skills were evaluated/validated for a select group of Nacogdoches County EMS staff members during the Emergency Vehicle Operation Course in December.

- ◆ Hospital Acute Care – Jackie Laird  
Ms. Laird reported that the committee last met in April 2012, and then met again today just prior to this meeting. She stated that her group met with representatives from the SFASU Nursing program today. Plans are underway to perform a regional disaster drill on March 22<sup>nd</sup>. A planning committee will be formed for drill development. *Note: Abbreviated report provided due to all of the Exec. Comm. attendees were also present at the Acute Care Committee meeting today.*
- ◆ Emergency Preparedness – Connie Blalock  
Ms. Blalock was not present to provide a report from this sub-committee. Mr. Christopher stated that this group has not met since the meetings in Six Mile in November. The sub-committee meeting was cancelled today due to Brenda Anderson having to attend the HPP RFP Bidders Conference in Austin today.
- ◆ QI/Physicians Advisory – Karrie Stanaland  
Mr. Christopher reminded the group that Ms. Stanaland agreed to Chair this sub-committee at the November meeting. He stated that he has not yet met with Ms. Stanaland to provide goals and objectives for her to work on during the sub-committee meetings.
- ◆ Inj. Prev./Education – Tammy Hanson  
Ms. Hanson reported that she continues to maintain a current written report of provider educational opportunities and community injury wellness/prevention options. Tammy stated she shared the most up-to-date version of these offering with the DETRAC office. She provided information to the committee on a Mass Fatality workshop scheduled for early March in Houston. Mr. Stephen Bennett stated that MHSET Lufkin had a need to get a majority of the ED nurses certified in Emergency Nursing Pediatric Course (ENPC). Mr. Christopher will contact Cindi Jenkins at Texas Children’s Hospital in Houston to discuss her possibly holding a class in Lufkin.

## **OLD BUSINESS**

### **8. Regional Plan**

Mr. Christopher reported that he has not recently discussed the progress of the plan with Ms. Anderson and that he was unaware of the status for the finalization of the plan.

### **9. San Jacinto County Representative Status**

Mr. Christopher reported that he has not recently discussed the progress of sending a formal invitation to the Emergency Manager for San Jacinto County with DETRAC Executive Director, and that he is unaware of the status for sending this document.

### **10. Executive Board Activities / Report**

Mr. Christopher reported that the Board has not had a face-to-face meeting in several months. The group did participate in a conference call last week to discuss the HPP RFP document.

### **11. EMS Newsletter – Trailer Article**

Mr. Christopher reminded the committee members that the trailer project received a significant amount of media coverage about two months ago in the Nacogdoches area. All agreed that upon completion of the larger response trailer, another media campaign should be taken with a southern coverage focus.

### **12. 1115 Waiver Update**

The committee members were asked if anyone had anything to report or announce. There was very little information known to be shared. Several of the hospitals in the region were granted round-2 funding for additional projects. Mr. Christopher encouraged the committee members to keep an awareness for future 1115 Waiver activities that would actually or potentially effect DETRAC areas.

**13. Web Site Changes / Shopping**

Mr. Christopher stated he has not recently discussed this topic with the DETRAC Executive Director, and he is unaware of the status of web site improvement.

**14. EMS Subcommittee Chairman**

This agenda item was previously discussed in during the Pre-Hospital committee report.

**NEW BUSINESS**

**15. 1<sup>st</sup> Quarter FY 12-13 Tobacco Report**

The committee members were provided a copy of this report previously submitted to DSHS in the handout packet. The report listed completed, on-going, and planned activities and accomplishments during the period.

**16. MHSET Lufkin in Active Pursuit of Trauma Designation**

Mr. Christopher began this lengthy discussion by explaining the historical process of being allowed six years to become trauma designated vs. the current two year requirement when a hospital goes in 'active pursuit'. He further stated that he has had discussion with the CEO of MHSET Lufkin. That facility desires to become a designated trauma facility, but is currently experiencing challenges in meeting all of the Level III criteria. The facility has requested a statement from the DETRAC to support MHSET Lufkin in designating as a Level IV trauma center. Mr. Christopher stated that he felt that there are the benefits of Trauma Team formation, advanced trauma education and trauma performance improvement with the facility becoming a trauma center of any level. Ms. Peggy Mortensen provided further explanation to the group regarding the resource capabilities and one year history of her facility moving toward trauma center designation. She stated that an incomplete designation application has been submitted to the DSHS and that operational resources have been put in place to manage the development of the trauma program. She stated that the institution is delaying trauma registry submissions until after going-live with the electronic medical record in the next few months. Ms. Mortensen informed the group that gaining medical staff commitment and a resolution of support has been a challenge. She feels that initially designating as Level IV trauma center will allow their facility to be engaged in the trauma system and be a beginning to gaining greater support from the medical staff. Ms. Karrie Stanaland confirmed that currently and historically most trauma patients in Angelina are delivered to MHSET Lufkin by Lufkin Fire Department. Ms. Sondra Wilson made the motion that DETRAC support MHSET Lufkin obtain Level IV trauma designation with hopes of designating as a Level III at their first re-designation. A second to this motion was provided by Ms. Shirley Naquin. Further discussion was had on the word of 'hope' being used in the motion. Ms. Wilson amended her motion to replace the word 'hope' to 'the intent'. There was full support by the committee members on this motion. Mr. Christopher will create a letter reflecting this DETRAC support and submit the letter to MHSET Lufkin leadership.

**17. HPP Request for Proposal (RFP) Partnership with TSA-Q**

Mr. Christopher began lengthy discussion of this topic by explaining the history of the HPP funding stream and process. A new RFP has been released by DSHS for up to an additional four years of funding for regional preparedness. He stated the Executive Board held a conference call on 1/10/13 to discuss the RFP and the offer from TSA-Q (Houston RAC) to partner with them in the RFP process. Mr. Christopher stated that there would/could be many benefits of partnering with a larger RAC, particularly related to administrative costs. Mr. Christopher reviewed the discussions from a meeting held on 1/7/13 with Ms. Brenda Anderson, Ms. Darlene Williams, himself and Mr. Darryl Pile (Exec. Dir. of the Houston RAC). Scott stated this was a productive meeting and a good exchange of information. Major discussion points were potential administrative / organizational structure between the two RACs, the capabilities of DETRAC staff to have a greater focus on program activities, the ability for DETRAC to submit independently and as a part of the SETRAC RFP, and the development of a document (letter, MOA/MOU, contract, etc.) that clearly detailed the expectations from each RAC.

Mr. Christopher stated that Mr. Pile stated that he would assure that DETRAC received the full value, plus some through economies of scale, of the \$250,000 targeted for TSA-H under the RFP document from DSHS. Ms. Wilson questioned the benefit SETRAC gains from partnering with DETRAC. Few opportunities were identified. The committee members agreed that the need for a document that detailed the responsibilities for each RAC in the proposed partnership will be essential. The advantages and disadvantages of DETRAC independently submitting an RFP were discussed. Ms. Wilson voiced her concern that partnership should in no manner change the structure and productivity of our RAC. Mr. Christopher pointed out that decisions will have to be made quickly, so that both DETRAC and SETRAC can meet the various submission deadlines set by the RFP. Discussion ended with the committee members agreeing to the following:

- Determine if DETRAC is allowed to submit a RFP both independently and as part of the SETRAC RFP. If allowed, then DETRAC will submit an independent RFP.
- Request a document (letter, MOA/MOU, contract, etc.) from SETRAC detailing the expectations and responsibilities for each RAC for this partnership. Review this document and negotiate as needed for the best interest of TSA-H. Upon agreement of the partnership details, begin providing SETRAC with information on TSA-H for their ability to include that data in their RFP.

**18. Announcements:**

- ◆ There were no additional topics discussed or announcements voiced.

**19. Adjourn**

Celina Serna made a motion to adjourn the meeting at 16:57. Mr. Johnny Luman provided a second to this motion. There was no opposition, and the meeting ended.

***Minutes recorded & submitted by: Scott Christopher***