

# DEEP EAST TEXAS REGIONAL ADVISORY COUNCIL

## TRAUMA SERVICE AREA – H

300 E. SHEPHERD, STE 154 · LUFKIN, TEXAS 75901

· OFFICES (936) 639-0600 FAX (936) 639-0616 ·

· www.detrac.org ·

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

---

### GENERAL ASSEMBLY COMMITTEE MEETING SEPTEMBER 11, 2013 Minutes

Location: Woodland Heights Hospital – 2<sup>nd</sup> Floor Classroom

Time: 5:00 p.m.

Presiding: Scott Christopher, DETRAC Chair

#### 1. Call to Order

The meeting was called to order by Mr. Scott Christopher at 5:01 p.m. He opened the meeting by thanking Woodland Heights hospital for hosting the meeting. Mr. Christopher provided a moment of silence to recognize the 9/11 anniversary.

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

Mr. Lonnie Johnston (Six Mile VFD) to Cody Nance

Ms. Bonnie Harper (Ora VFD) to Scott Christopher

#### 3. Introduction of Guests – SEE SIGN IN SHEET

Around the room introductions were provided. The meeting was well attended.

#### 4. Review/Approval of May 8, 2013 and July 10, 2013 Minutes

The proposed minutes from the May and July meetings were included in the handout packets. Members were provided time to review the minutes. Mr. Dan Kira provided a motion to accept the May and July minutes as presented. This motion was provided a second by Ms. Paulette Wood. There was no opposition to the motion.

#### 5. Left Ventricular Assist Device (LVAD) Presentation – Sterling Taylor

Mr. Taylor explained the need for the Houston Methodist Hospital to produce a video for pre-hospital and hospital provider education. The video presentation explained key principles for assessing these patients and on use of a LVAD and how to help patients with a LVAD. Mr. Taylor stated that Houston Methodist will come and provide training classes, and/or coordinate training with the patient's LVAD Coordinator. The presentation was well received. The group inquired if the video could be placed on the web for easier access. Copies of the video CD were provided for those interested.

#### 6. Treasurers' Report – Justin / Peyton

Mr. Christopher provided an overview of the various funding streams for the RAC.

- ◆ FY 13-14 OASPR – The annual budget is still at \$250,000, with about \$80,000 of these funds being paid to SETRAC for various administrative and program support purposes.

- ♦ FY11 Tobacco / FY12 Tobacco (\$80,527 → \$78,449)
- ♦ FY12 / FY13 EMS/RAC 911/3588/1131 - \$17,855 received
- ♦ FY12 / FY13 EMS/County 911/3588/1131 - \$39,277 received

**7. Grant Review Final Report**

Mr. Christopher reported that all the grant recipients have turned in their proofs of purchases and all the grantees have received their grant funds.

**8. 2013-2014 Budget Approval**

Mr. Christopher provided an overhead presentation for a draft budget. He explained the Executive Committee has reviewed and commented to lead to the draft budget being presented. There were no additional recommendations from the General Assembly. Mr. Forrest King made a motion to accept the proposed budget, with a second to the motion provided by Ms. Sondra Wilson. There was no opposition to the motion.

**9. 2013-2014 Calendar Meeting Times**

The Assembly members were provided information that the Executive Committee has defined the meeting times for the next fiscal/calendar year. He stated that there were issues identified in the draft provided in the handout packet and members should ignore that example. The schedule will be adjusted to reflect that the Executive Board will meet quarterly from 2:00p.m.-2:30p.m. The Executive Committee will meet every other month from 2:30p.m.-3:30p.m. There will be time allowed for subcommittee meetings from 3:45p.m.-4:45p.m. And finally, the General Assembly will meet every other month from 5:00p.m.-6:30p.m.

**10. 2013-2014 Agency Representative**

Mr. Christopher reminded the membership of the annual requirement to submit their agency's representative form. A blank copy of the form was provided in the handout packet. The document is also available on the DETRAC web site under the 'forms' tab. Providers are requested to turn these forms in to the DETRAC office over the next two to three weeks.

**11. Standing Report on General Assembly Member Attendance**

A spreadsheet listing the member's attendance patterns since September 2012 was provided. Mr. Christopher encouraged all to review the report for accuracy.

**12. Committee Activities**

- ♦ Pre-Hospital – Chris Collier

Mr. Jonathon Vance provided the report. He stated that there was nothing to report at this time. Mr. Tim Leonard is working to develop standard operating procedures for the trailers. We still need a place to house TR1 response trailer

- ◆ Hospital Acute Care – Jackie Laird  
Ms. Laird reported that the committee has not recently met. She states that the committee is planning to meet in November.
- ◆ Emergency Preparedness – Connie Blalock  
Ms. Blalock reported that the committee has not recently met. Ms. Lori Upton from SETRAC reported that there has been activity across the EMTF-6 region to define and build Preparedness Coalitions. She commented that RAC-Q is the only remaining group to approve the proposed corridor boundaries. This group meets in a few days. After final approval, meetings in each of the regions will be arranged to define the membership for each of the coalitions
- ◆ Physicians Advisory / QI – Karrie Stanaland  
Mr. Christopher announced that this group has not met.
- ◆ Education / Injury Prevention – Tammy Hanson  
Ms. Hanson announced that the web site for DETRAC.org is up and going, and that all info is up to date. Members were encouraged to go view and navigate the web site. Members should let Ms. Hanson, Mr. Christopher, and/or Mr. Peyton Ware if they have web site questions or needs. Ms. Hanson reported that the TNCC course has 16 participants registered for the course of 24. Registration is 'first-come, first serve'. The TNCC course date is Nov 26-27, 2013 and will be held at the SFA Nursing Building in Nacogdoches. The DETRAC is covering all the fees for the course. Ms. Hanson announced that TETAF has information about best practices for pediatric transfers. Ms. Hanson stated that examples of information on the DETRAC.org web site include: drug recall announcement concerning JCB Labs, measles outbreak data, and a stroke prevention update. Educational announcements included in the handout packet included:
  - ◆ 5<sup>th</sup> Annual Preparedness Coalition Symposium
  - ◆ EMSResource Basic User Monthly Webinar

### 13. **Executive Committee Report**

Mr. Christopher announced that the Executive Committee met earlier today. They received many standing and committee reports. The committee members watched a Board Responsibility video. He stated that the group reviewed and discussed the TETAF RAC Initiative project. And finally, Mr. Christopher gave a brief overview of the decision of the Executive Board to decline an Angelina County property donation.

### 14. **Texas EMS, Trauma & Acute Care Foundation Update (Sept 2013)**

A copy of this newsletter was included in the handout packets. Members were encouraged to review the information.

15. **Texas EMS & Trauma Registry Update**  
The members were informed by Mr. Christopher that the Registry state work group really working hard to improve and address the issues of the state EMS and Trauma Registry. No specific examples were provided. The membership did not voice any registry issues.
16. **GETAC August Meeting Notes**  
The members were provided 13 pages of typed notes from the August TETAF and GETAC meetings attended by Mr. Christopher. He encouraged the membership to review the handout, and to contact him if they had any questions from the material.
17. **Trauma Center Designation Update- Hospital Representatives**  
Ms. Sondra Wilson announced that Tyler County Hospital re-designated as a Level IV facility. Ms. Shirley Naquin and Mr. Christopher reported that their survey dates were scheduled in October. MMSET Lufkin remains in active pursuit. MMSET Livingston is in the re-designation application process.
18. **Stroke Center Designation Update - Hospital Representatives**  
The members were informed that Nacogdoches Memorial was recently re-designed as a Primary Stroke Center.
19. **Chest Pain Center Designation Update - Hospital Representatives**  
There were no announcements.
20. **EMS-Children Survey**  
Mr. Christopher informed the membership that the EMS-Children program is planning a follow-up survey project for pre-hospital providers. The survey is to compare pre-hospital pediatric readiness to the data collected several years ago. A handout was provided with a listing of EMS and FRO agencies within our trauma service area that will be targeted to complete the survey. The providers were asked to participate as much as possible.
21. **EMS Provider Eligibility List**  
Included in the handout packet was a listing from the DSHS of the EMS providers in our trauma service area and their current status of meeting the criteria to receive EMS/County 911 grant funds. Mr. Christopher explained the need for a contract if the EMS agency's 'home office' is located outside the county of service. It was noted that Care Plus no longer covers San Augustine County, and that Allegiance Ambulance service is now the 911 provider in San Jacinto County. Mr. Christopher commented that the DSHS has already been notified of these two incorrect listings.
22. **Hospital Decontamination Self-Assessment Tool**  
The membership was provided a handout listing the table of contents from a hospital decontamination self-assessment tool. Mr. Christopher commented that the information in the tool looks very comprehensive. The tool is available for download on the internet.

**23. EMS Education Plan**

Ms. Cindy Hilliard was introduced to the membership. She is currently the EMS Educator for Nacogdoches County EMS. She will be planning to provide 45 minute EMS education presentations with EMS CE during future EMS sub-committee meetings. The membership expressed their support of this opportunity.

**24. Emergency Preparedness Coalition Formation**

This information was predominately covered by Ms. Upton previously in the meeting. There were no further discussions.

**25. SANE Requirements for Hospitals (SB 1191)**

Mr. Christopher presented the group with a brief explanation of SB 1191 that was passed this legislative session. The new law requires that hospitals provide SANE exams or information / transfer to hospitals that provide SANE examination for victims of sexual assault. He stated that there will be a presentation on November 22 at the TTCF meeting on this subject. Ms. Blalock commented that SANE classes are offered for free through the state. She further stated that the course is very intensive. Ms. Blalock announced that MMSET Livingston has a very active SANE program, and performs examinations on victims throughout the region.

**26. Newport Ventilator**

A copy of a notice letter from Covidien Corporation announcing the end of manufacturing and the end of sales for the Newport HT50 ventilators was included in the handout packet. The group was reminded that all of our hospitals have the Newport HT50 ventilator.

**27. Other Announcements**

- Mr. Johnathan Vance provided an update on his recent visits with RAC-H members (EMS, FRO, hospitals, Emergency Managers). He further gave an update on the surveys being conducted with our providers by SETRAC to further understand Emergency Planning needs for our region. Mr. Vance asked if an update by him on his activities between meetings is desired. All agreed that the information would be beneficial.

**28. Next Meeting**

Currently planned for November 13, 2013. Location to be announced.

**29. Adjournment**

A motion for adjournment was provided by Forrest King, with a second to the motion offered by Sondra Wilson. There was no opposition. The meeting was adjourned at 6:18 p.m.