

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 NOVEMBER 13, 2013 MINUTES

Location: MMCET - Cath Lab Conference Room (2nd Floor)

Time: 2:30 p.m.

Presiding: Scott Christopher, DETRAC Chair

STANDING AGENDA ITEMS

1. Call to Order
Scott Christopher called the meeting to order at 15:20 p.m.
2. Attendance – Collection/Announcement of Proxies
Bonnie Harper (ORA VFD) to Scott Christopher;
Darlene Williams (San Augustine Memorial Hosp.) to Scott Christopher;
Shirley Naquin (Sabine County Hosp.) to Scott Christopher
3. Introduction of Guests
There were no guests or first-time attendees identified.
4. Review/Approval of September 11, 2013 Minutes
A draft copy of the minutes was provided in the handout packet. Jackie Laird made motion to adopt the minutes as presented, and second to this motion was provided by Sondra Wilson. There was no opposition to the motion.
5. Executive Committee Attendance Report
A spreadsheet listing the historical agency attendance was provided in the handout packet. There was no discussion or corrections identified.
6. Treasurers' Report – Justin Cude
Justin Cude provided the Treasurer's report.
 - ◆ Total Grants: EMS County \$39,277, EMS RAC \$17,855, & Tobacco \$78,499.00
 - ◆ EMS County Grant receipts to-date \$39,277.00 with expenditures to-date of \$8,579.00 (Dogwood EMS); EMS RAC Grant receipts to-date \$17,855.00 with expenditures to-date of \$7,356.13; and
 - ◆ Tobacco Grant receipts to-date \$19,612.25 with expenditures to-date of \$6,321.87.A motion was provided by Darlene Williams to accept the Treasurers' Report as presented, with a second to the motion offered by Jackie Laird. There was no opposition to the motion.
7. 2013-2014 Budget Adjustment for Second TNCC Course
Scott Christopher discussed the region-wide need for a second TNCC course with an approximate cost \$3,500.00. Several of the hospitals are still needing to get ED nurses certified to meet designation requirements. Only one course was originally in this year's RAC budget. He asked the group to consider making a budget amendment and moving \$3,500 from the 'grants' category and funding a second course. The point that hosting a local course would be cheaper than sending these providers out of the area for this education. The question was raised if this budget amendment had to be approved by the General Assembly. Mr. Christopher stated he would like to take it to that group. Dan Kira made motion to fund second course through a budget amendment as described above, with second by Tammy Hanson. There was no opposition to the motion.
8. Sub-Committee Planning
 - ◆ Pre-Hospital – Chris Collier was not present – Scott Christopher reported that Nacogdoches Co. EMS would be offering a CE presentation today at their committee meeting.

- ◆ Hospital Acute Care – Jackie Laird discussed the need for name badges, Pediatric transfer issues and Radio distribution that would be occurring later today.
- ◆ Emergency Preparedness Committee Report – Connie Blalock – Nothing to report
- ◆ QI/Physicians Advisory – Karrie Stanaland was not present. Scott Christopher opened the discussion on how to get doctors involved in the RAC activities. The group agreed that the best venue for the physicians would be in the QI committee to evaluate system performance. Mr. Christopher gave an example of a trauma systems failure. Suggestions to improve physician participation included roving meetings and conference call capabilities.
- ◆ Inj. Prev. /Education - Tammy Hanson informed the RAC on several areas of available training, information concerning Diabetes, DETAC website updates, Advance Burn life Support class at Parkland Hospital in Dallas, TX 2/10/2014, International Stroke Conference in San Diego, CA 2/11/2014 and the need for better WebEOC use. Cyndie Hilliard will be asked to help put EMS educational presentations on the RAC website.

OLD BUSINESS

9. Regional Plan
The RAC office staff has been pre-occupied finalizing HPP spending and reports. Mr. Peyton Ware will now start updating the elements of the plan.
10. Executive Board Activities / Report
The Executive Board met today. They received RAC staff, infrastructure and financial updates. The group discussed current committee structure and recommend that the HPP committee be discontinued. The Board discussed the current status of the SETRAC HPP partnership. Scott Christopher and Sondra Wilson attended SETRAC's Executive Committee meeting. Requested to have the Executive Committee members sit at the front of the meeting room for the members to see, and portray a unified leadership body.
11. EMS Newsletter ... Trailer Article
The committee had a brief discussion on how to prepare a newsletter article for the Response trailers. There is some question how the DSHS newsletter functions now that Kelly Harrell has retired from DSHS.
12. 1115 Waiver Updates – There was nothing reported.
13. Board Video Review & Attestation
It was confirmed that all of the DETRAC Executive Board members have completed this training.
14. TETAF Strategic RAC Division Initiative
Scott Christopher informed the group that there has been no activity on this initiative reported. He anticipates learning more on the status and plans at the GETAC meetings next week.

NEW BUSINESS

15. Approval of 2013 – 2014 Meeting Calendar
The revised proposed meeting calendar through November 2014 was provided in the handout packet. The meeting structure was briefly discussed, and there was no opposition to the proposed structure.
16. Opportunities to Increase Physician Participation in System's Development
The committee was informed that three area hospitals took dings on DSHS surveys due lack of Physician participation in the RAC. The group discussed how to use technology i.e. conference calls as a way to count participation. Scott Christopher gave an example of a patient injured in a rural area and how decisions are made for proper movement to insure patient survival.
17. Annual (9/1/12 – 8/31/13) Tobacco Report
A copy of the Tobacco report that was sent to DSHS was provided in the handout packet. Mr. Christopher led the review of this document by the group. There were no questions or recommended changes.
18. Bylaws Review
Mr. Christopher informed the group that the last bylaw review was in November 2012. He commented that based on recent RAC discussions, he has identified three topics that need to be addressed in the current bylaws document: (1) the number of agencies a single individual can represent, (2) the process to amend the Tobacco budget, and (3) deletion the HPP Committee. Committee members were asked to send Mr. Christopher their suggested language and he will create a draft for review at the January 8, 2014 meeting.

OTHER

19. Announcements

There were no announcements or other business brought before the committee.

20. Adjourn

A motion was made to adjourn the meeting by Justin Cude, with a second from Tammy Hanson. The meeting was adjourned at 15:59 p.m.