

# DEEP EAST TEXAS REGIONAL ADVISORY COUNCIL

## TRAUMA SERVICE AREA – H

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### GENERAL ASSEMBLY COMMITTEE MEETING

JULY 9, 2014

#### Minutes

Location: Memorial Medical Center Lufkin – Community Rooms A&B  
Time: 5:00 p.m.  
Presiding: Scott Christopher, DETRAC Chair

#### 1. Call to Order

Mr. Scott Christopher called the meeting to order at 5:03 p.m.

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

Ms. Teresa Millard (South Nacogdoches VFD) to Scott Christopher.

Ms. Tammy Marshall (Dogwood EMS) to Scott Christopher.

#### 3. Introduction of Guests

Around-the-room introductions were held. Guest included Mr. Colin Crocker, Mr. Joey Ancelet, and Mr. Robert Freidrich with the Department of State Health Services were present.

#### 4. EMS-Children Presentation – Sam Vance

Mr. Sam Vance introduced himself as the State EMS-Children (EMS-C) Coordinator. He explained that EMS-C is a Federal program (HRSA) with a presence in all 50 states. The program is 30 years old. The Texas program's base of operations is at the Baylor Hospital in Houston. The mission statement is to focus on pediatric patient care in the pre-hospital and hospital environments. Mr. Vance stated there are gaps throughout the State of Texas in the levels of pediatric readiness. The program offers targeted issues and regionalization of care grants. The agency has evidenced-based EMS protocols on the web site, with more anticipated to be available. He explained that PECARN is a consortium of hospitals performing pediatric care research. The Texas program is currently working on pediatric readiness (provider education, supply, etc.) and pediatric categorization of hospitals. The Assembly members were encouraged to sign up for the EMS-C newsletter (Pony Express). The contact address for the Texas program is [www.bmc.edu/pediatrics/emsc](http://www.bmc.edu/pediatrics/emsc).

#### 5. Review/Approval of May 21, 2014 Minutes

The draft version of the May meeting minutes was included in the handout packet. Assembly members were provided time to review the draft minutes. A motion to accept the minutes as presented was made by Mr. Justin Cude, with a second to the motion provided by Mr. Dan Kira. There was no further discussion, and the motion passed by unanimous vote.

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

The Assembly members were informed that there is currently approximately \$52,000 in the various bank accounts. A summary of each revenue streams income / expense / net income status was circulated through the room for review. There were no questions or concerns voiced regarding the Treasurer's Report.

#### 7. 2014-2015 Agency Representatives

The Assembly members were reminded to begin thinking about updating their agency's voting Representative Form for the period of 9/2014 – 8/2015. The form is available on the DETRAC web site and also provided in the meeting handout.

#### 8. Standing Report on General Assembly Member Attendance

A spreadsheet listing each agency's attendance pattern since September 2013 was included in the packet for the members to review for accuracy.

## 9. Committee Activities

### ◆ Pre-Hospital

Ms. Cyndie Hilliard provided the report. She stated her committee had training today on soft tissue injuries with EMS CE awarded. She stated the participation was very low and encouraged pre-hospital personnel to attend the committee meetings. There was brief discussion for tying DETRAC grant funding eligibility to committee participation. Ms. Hilliard added that the committee will be working on updating the regional protocols that need a lot of work. Ms. Hilliard concluded by announcing that she will be starting an EMT class beginning in August 2014. The next planned training will be on soft tissue injury. Mr. Christopher commented that her committee will need to provide assistance in the collection of data for the Stroke/STEMI project.

### ◆ Hospital Acute Care

Ms. Jackie Laird was not present to report. Mr. Christopher announced that Ms. Laird's job responsibilities at Nacogdoches Memorial have changed and she is functioning as the Interim Cath Lab Manager. He stated that this committee may require a change of leadership. Mr. Christopher stated that he does not believe the group has met recently.

### ◆ HPP North Corridor

- Mr. Ken Jobe provided the report. He stated that the North Corridor group continues to be active with most recent meeting held on June 11 at the Jasper Fire Station. Mr. Jobe gave an update on the disaster response trailers and noted that RT-1 needs tires replaced and has weight distribution issues. The supplies on this trailer will be rearranged to better distribute the axle weight. Mr. Jobe stated the North Corridor Coalition group is working on a 5-year Training and Exercise plan.
- Mr. Jonathan Vance reported that the extra \$10K in the RAC-H HPP budget from splitting the WebEOC invoice between separate fiscal years resulted in the purchases of handheld plug & play scanner devices for each Emergency Department, additional oxygen cylinders, and the tires for RT-1. Mr. Vance announced that the provider Participating Agreements for the next HPP year will be coming out soon. He encouraged the Assembly members to monitor the SETRAC and DETRAC web sites for information and announcements. And finally, Mr. Vance reported that he has tendered his resignation with SETRAC and will be taking a job with the Sugarland Fire Department after July 15<sup>th</sup>. He said that Ms. Misty Worrell, who has been overseeing HPP activities in the Beaumont/Galveston RAC will be reassigned to oversee our region only. Mr. Christopher publically thanked Mr. Vance for his contributions and guidance during his tenure as RAC-H's HPP Coordinator.
- Ms. Lori Upton reported that the next fiscal year funding took a severe cut (↓35%). She stated that due to this decrease in funding, future focused HPP activities will predominately involved tier I (education & surge) and tier II (COOP, Fatality Mgmt, etc) deliverables. Ms. Upton announced that WebEOC integration between RAC-H and RAC-Q continues to be worked on. She stated that SETRAC has released Information Sharing Protocols that will improve hand-off communications. The form is available on the SETRAC web site. And lastly, Ms. Upton stated that a survey will be sent out soon to gather SNS drug information.
- Two-Way Radio Education – Mr. Brian Loudenslager was present to provide an update on offering the hospitals user education on the handheld radios.
- RT-2 – Mr. Christopher announced that the RT-2 response trailer will soon be moved and permanently housed at the Central Height/Appleby VFD station. This location will offer enclosed garage protection from the elements.

### ◆ Physicians Advisory / QI

The Assembly members were reminded that the Chair position is VACANT! Mr. Christopher gave a brief explanation of the Stroke / STEMI Data Collection project the Executive Committee has agreed to participate in. He commented that our RAC will be provided an additional \$3,000 from DSHS as a 'reward' for participating.

◆ Education / Injury Prevention

Mr. Peyton Ware provided the report in Ms. Hanson's absence. He reported that there is currently information available for 18 different educational events on the DETRAC web site. Mr. Ware specifically mentioned several of these opportunities.

- Bob Page 12-Lead Course – Nacogdoches SFA Nursing – July 30-31 – Flyer included in the handout. Mr. Christopher strongly encouraged DETAC members to attend these courses.
- Texas EMS Conference – November 23-26 – Fort Worth – Mr. Christopher reminded the membership to book hotel ASAP! Handout information was provided for how to nominate individuals / agencies for an annual Texas EMS award. Nominations are due before 10/3/14.
- Preparedness Symposium – November 5-7 - Galveston

◆ Ad-Hoc Grant Review Recommendations

The Assembly members were informed that the second round for reviewing and awarding provider grants will occur very soon. Mr. Christopher stated that there have been several additional Needs Requests submitted for consideration in round two. Mr. Christopher encouraged and asked round-one awardees to get their information submitted to the DETAC office as soon as possible. .

10. **Executive Committee Report**

Mr. Christopher stated that subjects covered in today's Executive committee meeting were increasing physician participation, the Stroke/STEMI data collection project, and replacing the DETRAC computer systems. The group also reviewed the 3<sup>rd</sup> Quarter Tobacco Progress report to the DSHS. The Executive committee also re-elected Ms. Darlene Williams to another term as Secretary and re-elected Mr. Scott Christopher to another term as Chairman. There were no questions for Mr. Christopher or the Executive Committee members.

- ◆ Bylaws Review and Budget Preparation: The Assembly members were informed that the Executive committee has agreed to post-pone formal bylaw review and budget approval until the September DETRAC meetings. Mr. Christopher stated that building the budget now will be difficult due to not having a 'ball-park' figure for how much revenue will be received by DSHS. Mr. Christopher reviewed a memo submitted by Ms. Jane Guerrero from DSHS explaining how the Department continues to determine if/when/how much funding will go to the RAC for FY 14-15. Mr. Christopher plans to distribute a 'draft' budget prior to the September DETRAC meetings for the Assembly members to review prior to those meetings. There was no opposition voiced to this plan.

11. **Texas EMS, Trauma & Acute Care Foundation Update**

The Assembly members were informed that the June 2014 TETAF Update can be found on the [www.tetaf.org](http://www.tetaf.org) web site. Mr. Christopher stated that TETAF is monitoring and providing information to the Legislative Sunset Commission. The TETAF is planning a strategic planning and legislative action meeting in San Antonio on July 23<sup>rd</sup>. Mr. Christopher stated he will plan to attend this meeting. He further added that TETAF has agreed to provide financial help to the RACs with the travel expenses so that all 22 RACs can have the ability to send a representative to this meeting.

12. **Texas EMS & Trauma Registry Update**

Mr. Christopher stated that Registry Manager position remains open, but has been filled on an interim basis. He said there is no additional information to report.

13. **GETAC August Meeting Dates**

The Assembly members were informed that the GETAC meetings will be held in Austin on August 20-22, 2014. The specific times for the sub-committee meetings has not been announced by DSHS yet. Mr. Christopher reminded the membership that the sub-committee meetings are webcast by TETAF.

14. **Trauma Center Designation Update- Hospital Representatives**

Memorial Medical Center Lufkin announced that they received their Level IV initial designation. Memorial Medical Center Livingston reported that their re-designation survey is planned for 7/28/14.

- ◆ Final Uncompensated Care Announcement – Mr. Christopher stated that the final award announcement is available on the DSHs web site.

15. **Stroke Center Designation Update – Hospital Representatives**

There were no announcements.

16. **Chest Pain Center Designation Update – Hospital Representatives**

There were no announcements.

17. **American College of Surgeons / DSHS RAC Assessments**

Mr. Christopher explained that this assessment planning has been placed on indefinite hold because the funding for this project was used to back-fill the lost Tobacco corpus used for the Cancer group funding.

18. **DETRAC Facebook & Twitter**

Mr. Tim Leonard provided an update on the Facebook and Twitter activities. He stated that the number of 'likes' for the Facebook page exceeded expectations/goals and is now at 80 followers. Mr. Leonard encouraged the Assembly members to send pictures of their activities to post to the Facebook and Twitter pages.

19. **Other Announcements**

- ◆ Response Trailer Training: - The Assembly members discussed the process to obtain training on the operations and activation of the RT-1 and RT-2 response trailers. If an agency is interested in training, they should contact Ms. Cyndie Hilliard with Nacogdoches County EMS.
- ◆ Six Mile VFD Thank You: - Six Mile VFD submitted a 'thank you' letter and pictures of the transport slide-in skid unit they purchased with DETRAC grant funding. This letter was shared with the Assembly members by Mr. Christopher. Mr. Leonard requested that the Six Mile group submit the pictures and project information for posting to the DETRAC Facebook & Twitter pages.
- ◆ North Corridor Coalition Meeting: - Mr. Ken Jobe announced that the next North Corridor Coalition meeting is planned for August 13, 2014 at 2 p.m at Woodland Heights Medical Center in Lufkin. Assembly members were encouraged to attend.

20. **Next Meeting**

The Assembly members were informed that the next meeting is planned for September 7, 2014. Mr. Christopher announced that he will be out-of-state that day, and requested to change the meeting date to either 9/3/14 or 9/17/14. The overwhelming majority of the Assembly members voted for moving the meeting to September 17, 2014. Until further notice, the meeting will be held at Memorial Medical Center of Lufkin. Mr. Christopher reminded the group that this meeting will contain bylaw review/approval and budget review/approvals.

21. **Adjournment**

With no further discussion or business, a motion to adjourn was provided by Mr. Tommy Wood, with a second to the motion by several individuals. The meeting was adjourned at 6:10 p.m.