

# DEEP EAST TEXAS REGIONAL ADVISORY COUNCIL

## TRAUMA SERVICE AREA – H

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### EXECUTIVE COMMITTEE MEETING

JANUARY 14, 2015

#### Minutes

**Location:** Memorial Medical Center Lufkin – Medical Staff Meeting Room

**Time:** 2:30 p.m.

**Presiding:** Scott Christopher, DETRAC Chair

#### STANDING AGENDA ITEMS

**1. Call to Order**

Mr. Scott Christopher called the meeting to order at 2:38 p.m.

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

Mr. Christopher announced that there were no proxies submitted for this meeting. A sign-in sheet was distributed.

**3. Introduction of Guests**

There were not guests in attendance. Ms. Sabrina Lillard introduced herself to the group.

**4. Review/Approval of September 17, 2014 Minutes**

Mr. Christopher stated a quorum has not been established to review and approve the meeting minutes. The draft minutes will be carried forward to the next meeting.

**5. Executive Committee Attendance Report**

A spreadsheet was included in the packet that listed the committee member's attendance patterns since July 2013. Everyone was encouraged to review the listing for accuracy.

**6. Treasurers' Report**

**Status of Various Funding Sources – Justin Cude/Peyton Ware**

Mr. Justin Cude and Mr. Peyton Ware provided the report. Several printed reports from Quick Books were distributed for the members to review. Mr. Ware reviewed the four income streams and the total spending from September 2014 for each account. He commented that we have received one installment of the Tobacco grant. He expects second installment later this month. Mr. Ware also provided the current account balances in each of the CBTx bank accounts.

**7. Status of Various Funding Sources**

This information was provided by Mr. Ware during the Treasurer's report. No additional information provided.

**8. Sub-Committee Planning**

- ◆ Pre-Hospital – Ms. Cyndye Hilliard was not present to provide a report.
- ◆ Hospital Acute Care – Mr. Christopher announced that this committee has not met.
- ◆ HPP North Corridor – Mr. Ken Jobe provided the update. His group last met in December.
  - Fatality Management Plan – Mr. Jobe announced that the regional plan is complete and available for review on the SETRAC web site.
  - Regional Exercise - Ken announced that a regional disaster exercise is planned for April. Facilities who want to participate in the exercise should complete a SETRAC Extent of Play form.

- WebEOC – The committee members were informed that the WebEOC operations have been updated and that training will soon be offered. He noted that medical will stand independently from all other response agencies/disciplines.
- ◆ QI/Physicians Advisory – Mr. Christopher commented that there has been no activity by this committee other than planning for the STEMI/Stroke data collection project. He commented that he will approach Dr. Luther, Dr. Josh Allen, Dr. Amanda Nyland and Dr. Jonathan Polk to form a solid committee make-up.
- ◆ Inj. Prev. /Education – Ms. Tammy Hanson provided a written report for her committee activities, which was recited to the committee members by Mr. Ware. Mr. Christopher announced that the ATV safety video is essentially completed. He stated that creating smaller versions of the video is being considered.
- ◆ Ad-Hoc Grants Review – Mr. Christopher announced that the grants review group needs to begin thinking about meeting.

## **OLD BUSINESS**

### **9. Regional Plan**

Mr. Ware informed the group that the revisions to the plan continue to be a work in progress. He is actively working on updating contact information.

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

Mr. Christopher stated that the Executive Board did not meet today. There is no new information to report from this group.

### **11. 1115 Waiver Updates**

There were no updates provided by the group. All agreed that this agenda item is no longer appropriate because all of the projects under the 1115 Waiver program should be implemented by now.

### **12. TETAF Strategic RAC Division Initiative**

Mr. Christopher announced that Ms. Courtney DeBower has been added to the TETAF staff. Ms. DeBower brings strong skills/knowledge related to American Heart Assoc and legislative interactions to the TETAF organization. Mr. Christopher stated that one focus during this Legislative session will be to provide the RACs with increased funding due to taking on additional responsibilities (stroke systems, cardiac systems, peri-natal systems, etc.).

### **13. Opportunities to Increase Physician Participation in Systems' Development**

Topic discussed earlier in meeting. No additional discussion.

### **14. Cardiac / Stroke Data Collection**

The group continues to have concern for how EMS is going to identify stroke and STEMI patients in their electronic reporting systems. Mr. Christopher commented that a reliable data collection process needs to be established and was reported to the DSHS as an opportunity / action plan for our RAC. All reporting requirements have been met.

## **NEW BUSINESS**

### **15. EMS Eligibility Report**

The committee members were provided an update of the report recently submitted to the DSHS. All members receiving DETRAC / State funds are meeting participation requirements.

**16. Cardiac Systems – Cardiac Systems of Care**

The committee members were asked to begin thinking how these systems of care will be created and defined in our regional plan. Mr. Christopher commented that it is very likely that creating this system of care will be a directive out of this legislative session.

**OTHER**

**17. Announcements**

- ◆ Ms. Margie Watson was present from Sabine County Hospital, and stated she will be representing Sabine County with Ms. Kim Clifton's leaving the region.
- ◆ The group discussed methods to increase attendance at the EMS committee educational offerings. Invite Lufkin Fire personnel to attend while on-duty was suggested.

**18. Adjournment**

With no further business to discuss, the meeting was adjourned at 3:23 p.m.