

DEEP EAST TEXAS REGIONAL ADVISORY COUNCIL

TRAUMA SERVICE AREA – H

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Angelina County
Nacogdoches County
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EXECUTIVE COMMITTEE MEETING

MARCH 11, 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. There were eight Executive members present, thus a quorum is established.

3. Introduction of Guests

Around-the-room introductions were made. Mr. Robert Freidrich with the Dept. of State Health Services was in attendance.

4. Review/Approval of November 2014 and January 2015 Minutes

Mr. Christopher stated that neither sets of these minutes were completed for committee review and approval. The minutes will be presented at 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. It was noted that Lufkin Fire and Nacogdoches Co. EMS were outstanding to be reimbursed from the EMS/County funds. Mr. Christopher inquired about the large amount paid for accounting fees. Mr. Ware stated that year-end tax preparations and payroll activities were responsible. Mr. Ware also provided the current account balances in each of the CBTx bank accounts. The report was concluded with an announcement by Mr. Ware that the single-audit report is being reviewed.

7. Tobacco Progress Report – 2nd Quarter 2015

A copy of the report was included in the meeting handout. A review of the report was provided by Mr. Christopher. There were no recommended corrections or questions by the committee members.

8. Sub-Committee Planning

- ◆ Pre-Hospital – Ms. Cyndye Hilliard reported that the planned CE for today is Cardiac Emergencies. She also stated that her group continues to struggle with the pre-hospital protocol review. Mr. Christopher stated that he still has not polled other RACs for their practices regarding pre-hospital protocols. He commented that he will make this a priority. Ms. Hilliard announced that an International Trauma Life Support Course is planned for April 23-24 in Nacogdoches. She announced that Nacogdoches Co. EMS is planning an Advanced EMT class soon. Ms. Hilliard concluded her report by noting that she provides Healthcare Provider CPR courses on the 1st and 3rd Wednesdays of each month.
- ◆ Hospital Acute Care – Mr. Christopher announced that this committee has not met. Mr. Christopher stated the group still needs to begin meeting to address the STEMI and Stroke data collection projects.
- ◆ HPP North Corridor – Mr. Ken Jobe provided the update.
 - Regional Exercise - Ken announced that a regional disaster exercise is planned for April 17 (8a-noon). Facilities who want to participate in the exercise should complete a SETRAC Extent of Play form. He stated that the Dept of Disability Services (DADS) is soliciting nursing homes to participate in this exercise, and to become active in the North Corridor activities. Mr. Jobe stated that 58 nursing homes have been invited to the North Corridor meeting in April.
 - Fatality Management Plan – Mr. Jobe announced that the regional plan is complete and available for review on the SETRAC web site.
 - Response Trailer Utilization – Mr. Jobe stated the large DETRAC response trailer will be used during the Kree homecoming activities and rodeo in Woodville.
 - Response Assets from SETRAC – A price list will be provided soon detailing non-emergency response rates for use of these assets.
 - Table top exercises – Mr. Jobe states that he is planning to perform a table top exercise at the beginning of each North Corridor meeting. Ms. Hilliard stated she will investigate the possibility of providing EMS continuing education for these table top exercises.
 - Critical Incident Stress Management – Mr. Jobe discussed the need for CISM activities in the wake of the Woodville house fire recently. Ken will contact representatives from the Burke Center for further discussion on the formation of a CISM team for our region.
 - 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.
- ◆ Inj. Prev. /Education – Ms. Tammy Hanson provided a written report for her committee activities, which was recited to the committee members by Mr. Ware.
- ◆ Ad-Hoc Grants Review – Mr. Christopher announced that the grants review group needs to meet soon. Tentative dates will be shared and decided upon by the RAC stakeholders and those interested in attending the Needs Assessments review.

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. Opportunities to Increase Physician Participation in Systems' Development

Mr. Christopher reported that unfortunately there has been no further development for creating processes to increase physician participation.

12. 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.

13. Data Management Training

The committee was informed that the RAC is being provided DSHS grant funding for one individual to attend a one-day Data Management course being held soon in Austin. Ms. Karen Pollard has requested to fill this position from our RAC.

NEW BUSINESS

14. TETAF Restructure

Mr. Christopher informed the group that TETAF is currently considering a restructure of their Board composition. He stated that TETAF has offered to send a representative to each RAC at the RAC's request to discuss the restructuring ideas and gain stakeholder input. The committee member agreed that TETAF should be invited to a DETRAC meeting to discuss the restructure ideas and plans. Mr. Christopher will contact TETAF with this information.

15. Legislative Initiative for Increased RAC Funding

The committee members were received information on the focus of TETAF legislative "funding asks" for this legislative session. Ask #1 will be to expand the amount of funds released annually from the Driver's Responsibility Fund. Ask #2 will be provide dedicated funding to the RACs for trauma systems development. Ask #3 will be to protect the Tobacco funds from being distributed to non-trauma systems programs. There will also be requests made related to increasing funding for Stroke and Cardiac systems of care.

16. Seeking Local and Trans-Canada Grants

Mr. Ware will be investigating the availability of local/regional grand funding opportunities; as well as possible funding opportunities through the Trans-Canada Corporation to non-profit organizations.

17. Just Drive Campaign

Mr. Christopher announced that an 'off-the-shelf' injury prevention program related to distracted driving is available on the TETAF web site. He encourage the committee members to go look at what is available and to begin incorporating those materials in the region.

OTHER

18. Announcements

- ◆ DSHS Local Project Grant – Information will be deferred to the General Assembly meeting by Mr. Christopher.
- ◆ DSHS Rule Revision - Information will be deferred to the General Assembly meeting by Mr. Christopher.

19. Adjournment

With no further business to discuss, the meeting was adjourned at 3:45 p.m.