

# 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

May 18, 2022

#### MINUTES

**Location:** CHI Lufkin Memorial  
**Time:** 2:30 p.m.  
**Presiding:** Scott Christopher, DETRAC Chair

#### STANDING AGENDA ITEMS

**1. Call to Order**

The meeting was called to order at 4:38 pm by Scott Christopher.

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

Mr. Christopher announced that he would be the proxy for Stephen Bennett at today's meeting. A reconciliation of all attendance was performed. A DETRAC Executive Committee Attendance Record will be maintained in the DETRAC offices.

**3. Introduction of Guests**

There are no new guests.

**4. Review/Approval of March 30, 2022 Minutes**

Members reviewed the minutes prepared by Carmen Stuck. Justin Cude and Jonathon Walker made a motion to approve the minutes. There were no oppositions and the minutes will be posted to the website and filed in the DETRAC office.

**5. Treasurers' Report – Justin / Scott**

◆ Status of Various Funding Sources (EMS County, EMS RAC, Sys&Dev) – Scott

- Mr. Christopher discussed the profit and loss reports for each of the funding streams and expressed that all spending for the year was on track. Members were given a copy of the report and were able to see what has been spent. There is about \$22,000 left between EMS RAC and System and Development. Most of the remaining funds will go towards outstanding grant awards, operational expenses, and the courses instructed by Bob Page.

◆ FY2022 vs. FY2023 Funding Differences

- Mr. Christopher informed the members of a 9% increase in funding for the new contract term. In 2023 DETRAC will receive \$182,975 between all funding streams.

◆ Ad-Hoc Grant Review Committee and Needs Assessments

- Mr. Christopher announced that an Ad-Hoc meeting for the 2<sup>nd</sup> round of Needs Assessments was held in April. Around \$13,000 in grants were given out during round 2 as well as \$2004 worth of tourniquets purchased for members. There is a possibility of a round 3 for Needs Assessments. This will be discussed further in the General Assembly Meeting. May 30<sup>th</sup> is the last day to turn in receipts for Needs Assessment purchases. Scott announced that he will not be traveling to Austin this year to attend GETAC and budgeted money will be used for something else.

**6. Sub-Committee Planning**

◆ Perinatal / Maternal-Child – Jamie Lee

- Ms. Jamie Lee announced that there will be a RAC Perinatal meeting at 4:00pm and the group will discuss questions nurses should be asking in the ER regarding recent childbirth.
- Ms. Lee announced that she had completed the Fetal Monitoring Instructor Course and that certain models, mannequins, and supplies are needed in order for her to teach the course. Mr. Christopher expressed that this course will benefit many of the RAC member agencies and has agreed to look at the budget to see what costs the RAC can cover.

◆ Pre-Hospital – Chair – Jonathan Walker

Mr. Walker announced that there will be a continuing education course held at 4:00 covering drowning. At this time Mr. Walker will also have attendees review Bob Page's course catalog and choose which classes will be offered in July.

- ◆ Hospital Acute Care – Chair – Thomas Brown  
Mr. Brown announced that there will be an Acute Care meeting at 4:00pm and they will be discussing Burn Surge and DSHS surveys.
- ◆ HPP North Corridor – Stephen Bennett/ Michael Rankin / Gary Litton
  - Mr. Christopher announced that he had a very productive meeting with Gary Litton in which they discussed holding the North Corridor and RAC meetings on the same day starting in January 2023. Mr. Christopher explained that SETRAC will play a big part in the RAC Self- Assessment. Mr. Christopher and Mr. Litton plan to meet every 4-6 weeks.
  - Mr. Christopher announced that Tyler County will be replacing the HVAC in the disaster trailer. Sondra Williams will continue to take care of the registration and maintenance on the trailer.
- ◆ PI / Physicians Advisory – Scott Christopher  
Nothing to report at this time.
- ◆ Inj. Prev. /Education – Shere Beguin
  - Mr. Christopher announced that Shere Beguin has resigned from her position as the Injury Prevention / Education Chair. DETRAC will be needing a new chair representative if anyone is interested.
  - Mr. Christopher stated that the PHTLS Course is in high demand and suggested adding it to next year's budget. Members suggested that the class be offered as a hybrid course. Mr. Cude suggested possibly training instructors within our member agencies and keeping the text books at the RAC to "library" out to students. DETRAC will research the cost of courses and supplies.

#### OLD BUSINESS

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

There are no new activities to report.

##### **8. Trauma / Acute Care Regional Plan Announcements / Revisions**

Mr. Christopher announced that there is nothing to report at this time and that Carmen will inform the group of any updates as they come up.

##### **9. CISM Report – Zero activations since last quarter**

##### **10. Bylaw Revisions**

- Mr. Christopher informed the group that the Bylaws will be reviewed in July. He encouraged members to let DETRAC know if changes are needed.
- DETRAC is still waiting for a reply from the DSHS legal team regarding unused county funds. Updates will be shared with members as they are received.

##### **11. SB500 Projects (\$26,356) – Wristbands**

Mr. Christopher announced that in January 2023 there will be a required Texas Wristband field added to the EMS and Trauma Registry. All agencies should already be using the bands.

##### **12. COVID Activities**

Sondra Williams expressed that positive cases are increasing. At this time most patients have been sick but they are not seeing many hospitalizations or death from COVID.

##### **13. RAC Self-Assessment**

Mr. Christopher announced that the RAC Self- Assessment is still a work in progress and will not be a requirement till 2023.

##### **14. EMS Recruitment Money (1.1M/ yr.)**

Mr. Christopher shared that a state workgroup is still meeting but have not begun disbursing money yet. Once money is given out anyone that attends courses with recruitment dollars will have to commit to working on an ambulance for a set amount of time.

#### NEW BUSINESS

##### **15. Manager Evaluation Process – Mr. Christopher spoke to members about Carmen Stuck's evaluation and possible pay raise. Carmen stepped out of the room for this portion of the meeting.**

##### **16. Quick Books Annual Service Renewal – Mr. Christopher informed members that the QuickBooks program is up for renewal and that the services will renew on the 19<sup>th</sup> for \$325.**

##### **17. New Agency Members**

Two new agencies have become members of the RAC and they will be introduced at the General Assembly Meeting. We will also discuss a new Helicopter Landing Zone created by one of our new members.

#### OTHER

##### **18. Announcements**

No new announcements.

##### **19. Adjourn**

The meeting adjourned at 3:41pm