

SETTRAC Quarterly Meeting
7:00p.m. October 18, 2004

=== MINUTES ===

I. CALL TO ORDER

The meeting was called to order by James Duke, MD.

II. ROLL CALL

Allen Johnson called roll and established a quorum.

III. READING AND APPROVAL OF MINUTES

A motion was made to waive the reading of the July Quarterly Meeting Minutes and accept the minutes as written. The motion was seconded. The motion passed unanimously.

IV. PUBLIC COMMENT

Dr. Duke asked if anyone has an issue for public comment.

V. EXECUTIVE REPORTS

A. Chairman's Report

Dr. Duke reminded everyone to sign in.

Dr. Duke discussed the bylaws amendment for the Tobacco Fund Contract. The contract for FY 2005 requires that the RAC include an attendance requirement for members of the Board of Directors. Discussion followed. A suggestion was made to warn board members before they were kicked off the board. A motion was made to accept the bylaws amendment as written. The motion was seconded. The motion passed unanimously.

B. Vice Chairman's Report

David Rives reported for Darrell Pile. David announced that Ann Hejtmancik resigned her position as Hospital Representative for Walker County and Debbie Grisham has been nominated as her replacement. Mike Ivy also resigned his position as the Houston Fire Department Representative and Jimmie Gill has been nominated to take his place. David asked if anyone from Walker County or the Houston Fire Department wished to make some other nomination from the floor. A motion was made to close nominations. This motion was seconded. The motion passed unanimously. A motion was made to elect Debbie Grisham as Walker County Hospital Representative and Jimmie Gill as the Houston Fire Department Representative. This motion was seconded. The motion passed unanimously.

David reported that at this time all board members have met the financial responsibility requirements set forth in our contracts with the Texas Department

of State Health Services with the exception of the board members elected tonight. Financial responsibility pamphlets and videotapes are available for new board members elected this evening. Please see me after the meeting.

C. Vice Chairman's Report

Thelma Lemley reported on the August GETAC and RAC Chairs meetings.

D. Secretary-Treasurer's Report

Allen Johnson explained the financial statements. Board Members have copies. A motion was made to approve the financial report as written. This motion was seconded. The motion passed unanimously.

E. Officer at Large Report

David Persse, MD discussed the Flu Vaccine Shortage and the evaluation of EMS Services in the Houston Area.

VI. COMMITTEE REPORTS

A. Trauma Care & Management

Marjorie Lygas reported on the Hospital Care and Management Committee. Mary Frost was not present to report on the System Quality Improvement Committee. Daniel Kosler reported on the Pre-Hospital committee. Allen Johnson reported on the EMS SQI committee. Richard Bradley, MD was not present to report on the Disaster Committee.

B. Public Information & Education

Molly Wilkins reported on the Public Information and Education Committee.

C. Grants Review

Madelyn Jurek updated the board on scholarships.

D. EMS Medical Directors

David Persse, MD reported that the EMS Medical Directors reviewed a number of cases and will report on this for the next meeting.

VII. DIRECTOR'S REPORT

David Rives reported on the Trauma System Development Committee, the H-GAC Emergency Trauma Care Council, TDH Reorganization, the Regional Registry, the CHEMPACK Project, Grant Funding, Designated Trauma Facilities/EMS Account, EMS/RACTF, EMS/COUNTYTf, EMSTFTC, State Air Medical Task Force, Texas Trauma & Emergency Health Care Statewide Coalition.

A motion was made for EMS Funds to have one distribution at end of year. This motion was seconded. The motion passed unanimously.

A motion was made to table further budget requests until the January Quarterly Meeting. Discussion followed. This motion was seconded. The motion passed unanimously.

Dr. Wall discussed Trauma Designation Criteria changes.

David also noted that the HRSA Group paid EMS System Dues for three years.

VIII. UNFINISHED BUSINESS

David reported that there was no report for the Medical Audit Requirements for Medical Directors and the Helipad Task Force has not met.

IX. NEW BUSINESS

Allen Johnson presented the proposed budget for FY 2005. Discussion followed. A motion was made to approve the budget as written. . The motion was seconded. The motion passed unanimously.

X. ANNOUNCEMENTS

Dr. Duke presented Molly Wilkins with a Certificate of Appreciation for her hard work on the First Annual SETTRAC Conference.

Dr. Duke announced that the next quarterly meeting is scheduled for January 24th at 7:00pm. A motion was made to adjourn the meeting. The motion was seconded. The motion passed unanimously.
Meeting adjourned.