

SETTRAC Quarterly Meeting

7:00p.m. October 19, 2009

****Working Minutes****

I. CALL TO ORDER

Allen Johnson called the meeting to order.

II. ROLL CALL of Directors to Establish Quorum

Reneé Griffith called roll and established a quorum.

III. READING AND APPROVAL OF MINUTES

A motion was made to accept the minutes from the July meeting and the second meeting to elect committee officers. The motion was seconded. The motion was passed.

IV. PUBLIC COMMENT

No public comment

V. EXECUTIVE REPORTS

A. Chairman's Report

According to the bylaws, board members cannot miss more than two (2) board meetings – this includes both quarterly and special board meetings, unless their absence is excused. Allen reiterated the importance of signing in. Allen discussed merger with RHPC. Allen discussed changes for the SETTRAC name change. Suggestions were taken from the board and audience alike polling suggestions of SETTRAC name change. There have been a significant number of suggestions for solicitation of names.

Allen introduced Jane Guerrero from Department of State Health Services Office in Austin, Texas. Allen also introduced Logan Thornton as well to the SETTRAC team.

B. Vice Chairman's Report

Membership Issues

Michael Morris reported Darrell Wells has been nominated for Walker County Physician Board Position. Michael asked for additional nominations from the floor. A motion was made to accept the nomination. The motion was seconded. The motion passed unanimously.

C. Vice Chairman's Report

No Report

D. Secretary's Report

No Report

E. Treasurer's Report

Joseph Beckman discussed the financial report. Lon Squyres discussed the amount of overage in the amount of \$14000.00 Lon discussed Harris County EMS providers need to meet with him to discuss Harris County funds.

Randy Walker with the Audit firm discussed the Audit Report 08. A couple deficiencies were found and are being corrected by board and staff. Much discussion ensued in regards to grant year FY08. Allen discussed the 07 audit findings. All of the 07 audits have been resolved and practices are appropriately in place. FY09 state grants received, total assets look larger than grant year. Allen discussed board members received response to those letters. Doug and Joseph reconciled books to take care of progression of FY09 audits. Randy discussed a timing issue of reconciliation during the state's time. All in favor of receiving audit report.

F. Officer at Large Report

Dr. Mattox discussed what is happening at the American College of Surgeons. The name is changing to Acute Care Surgeons Trauma and Acute Care Surgeon. The work of the Acute Care Surgeon across America was tabulated by Dr. Jurkovic in his presidential address discussed what they do to prepare the other surgeons on medical staff. Dr. Mattox discussed in much detail about Trauma and Emergency Surgeons.

Dr. Holcombe presented a slide show discussing diversion rate from the 2008 Trauma Database from around the country during Hurricane Ike. The discussion was detailing the impact the RAC made in response to Hurricane Ike last year.

Dr. Mattox discussed a need to work with referrals with Galveston RAC in reference to the trauma database.

VI. COMMITTEE REPORTS

A. Stroke Committee

No Report

B. Medical Director's Committee

Dr. Persse discussed caring for critically ill children. Also discussed coming up with consensus on what works best. Dr. Mattox discussed there is no level three pediatric trauma center and much discussion ensued. Dr. Persse discussed patients with H1N1 and the seasonal flu. The H1N1 vaccine will be given to patients with higher priority. Dr. Persse ensued much discussion of H1N1. There is much concern for deaths of pregnant women with H1N1. There are differences of the seasonal flu and regular flu.

C. Pediatric Committee

Dr. Cox discussed spearheaded the efforts of the develop the consensus on the region.. There is a pediatric advanced airway course.

D. Trauma Care & Management Committee

Kent Buzzell reported discussion of a regional registry.

Jeff said EMS providers are meeting in Huntsville on November 13th. Allen discussed this is a very important meeting to attend.

Frank discussed delivery of the bellington trailer. A vehicle is needed to tow the trailer.

A motion was made to send letter to Kingwood Emergency Services foundation, an amended motion was made to send a letter to any foundation to ask of donating funds to purchase a vehicle to tow the bellington trailer. The motion was seconded. All in favor.

E. Public Information & Education Committee

Sara Beth discussed the TETAF meeting. The Day at the Zoo 2009/2010 is on hold until funding is available. The Texas EMS Conference is November 22nd – 25th in Fort Worth, Texas. Any information for future events, classes and training can be submitted to emsandtraumacare@yahoo.com. GETAC meeting is November 21st – 23rd.

F. Grants Review Committee

Madelyn Jurek reported applications for scholarships have been applied for. Funds for scholarship reimbursements are pending FY10 budget approval.

G. RHPC

Lori Upton discussed the regional assets conference will be held in Conroe on October 23rd. RHPC will continue to monitor H1N1 strain on healthcare. Partnership with the Medical Reserve Corp was developed to identify additional helpers when the hospitals will need to start screening or need additional hands in their clinics. The RCPT (Regional Catastrophic Planning Team) grant was presented to offset some of the current staff's salary. Revisions to the CMOC org chart has been completed, which included area command, mobilization /staging area and all support that accompanies it. These changes will be updated and reflected in the CMOC plan. Budget changes were made to cover pharmaceutical changes. Various board positions are up for expired term. Specific criteria must be met in order to be eligible to fill the vacant board positions. Nomination forms are available.

H. Cardiac Committee

No Report

Cheryl Dykes stated moving on EMS regional registry protocol.

I. Air Medical Committee

No Report

VII. EXECUTIVE DIRECTOR'S REPORT

David discussed county funds. Any 911 services provided outside of your county you're licensed in, check to see if you're eligible for county funds. All EMS providers need to make sure all participation requirements are met any order to be eligible for funding.

John Kowalik discussed EMS providing CPR classes for the entire school in Wharton County and other entities as well.

VIII. OASPR Administrative Director's Report

EMSystems is updated daily. EMSsystem Advisory Committee will meet monthly.

EMTrack, EMResource, EMCredential will break out into three work groups. ASPR 8 budget was amended. ASPR 8 budget was discussed in much detail. A motion was made to allow staff to make non material changes to the ASPR budget. A motion was made to amend the budget to include SETTRAC Chair and RHPC Chair when changes are made to the ASPR budget. The motion was seconded. All in favor. Statewide and regional patient/evacuee tracking integration has been completed. All Preparedness staff meet weekly to review all current projects.

IX. UNFINISHED BUSINESS

Motion was made to approve SETTRAC name change to SETRAC. Vacancy consists for 10 board member positions. All nominations ceased. Nominations closed. A motion was made to accept nominations.

A few changes were made to the organization chart. Much discussion ensued in regards to the organization chart.

Proposed bylaws – The biggest change in these bylaws is the name change. The bylaws was tabled until next meeting/conference call.

X. NEW BUSINESS

A motion was made to table the dues structure for the Executive Committee to work with RHPC to appropriately scale amounts for hospital dues structure. Much discussion ensued on hospital fee dues structure.

A motion was made to table the budget for the quality position and all were in favor. A motion was made to accept the Whistleblower policy. The motion was seconded. All in favor. A motion was made to approve the stroke facility letter. The motion was seconded. All in favor. Allen discussed not delaying the search for CEO position. A motion was made to move forward with the job search. The motion was seconded. All in favor

Allen discussed in much detail the Southeast Texas Emergency Cooperative.

Joseph Beckman discussed the uncategorized funds in much detail.

Much discussion ensued on soliciting an audit firm for the upcoming 2010 fiscal year.

XI. ANNOUNCEMENTS

The second quarterly meeting of fiscal year 2010 will be held at Cypress Creek EMS at 7111 Five Forks Drive in Spring, Texas. The meeting will begin at 7 p.m. on January 25, 2010.