

**SETTRAC Quarterly Meeting**  
**7:00p.m. January 23, 2006**

=== 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 October 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 recognized Steve Janda, Kim Petty, and Arlen Bolenbacher from the Austin office of the department of State Health Services. Dr. Duke asked if anyone had any questions for our guests. Discussion followed.

Dr Duke mentioned that the Executive Committee had discussed developing a SETTRAC Plan of Action. The Executive Committee will discuss this topic further and will ask the group at a later date for participation in their area of interest.

Dr. Duke recognized Memorial Hermann Katy and Memorial Hermann Fort Bend as newly designated Level IV Facilities.

B. Vice Chairman's Report

Darrell Pile not present. David Rives reported that there are no new membership issues.

C. Vice Chairman's Report

Thelma Lemley reported on the GETAC and RAC Chairs meetings.

D. Secretary-Treasurer's Report

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

E. Officer at Large Report

Dr Duke reported on the Hurricane Debriefings for David Persse, MD. We have asked David Rives to contact those agencies and get copies of their debriefing reports. We will then set up a time to discuss the findings. Notification will be done through the SETTRAC list-server as to the details of this debriefing.

**VI. COMMITTEE REPORTS**

A. Trauma Care & Management

Marjorie Lygas and Mary Frost reported on ER Diversion for the HC&M/SQI committee ER Diversion. Discussion followed. Dr Mattox and Dr. Scott explained the process for transfers to Ben Taub. Lon Squyres reported on the Disaster Committee. Daniel Kosler reported on the Pre-hospital committee.

B. Public Information & Education

Dr. Duke announced that Molly Wilkins has resigned her position as committee chair and Sarah Abbott is her replacement.

C. Grants Review

Madelyn Jurek reported on the status of scholarships.

**VII. DIRECTOR'S REPORT`**

David Rives reported on the H-GAC Emergency Trauma Care Council, HRSA Funds, the Texas EMS and Trauma Foundation, and Adopt an New Orleans EMS Family Project.

**VIII. UNFINISHED BUSINESS**

Dr. Duke asked if there was any unfinished business to discuss. There was none.

**IX. NEW BUSINESS**

Dr. Duke asked if there was any new business to discuss. There was none.

**X. ANNOUNCEMENTS**

Dr. Duke announced that the next Quarterly meeting is scheduled for April 17, 2006 at 7:00pm. A motion was made to adjourn the meeting. The motion was seconded. The motion passed unanimously.