

SETTRAC Quarterly Meeting
7:00p.m. January 28, 2008

=== Minutes ===

I. CALL TO ORDER

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

II. ROLL CALL

Reneé Griffith 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. A question was asked concerning the amounts budgeted for the EMS Conference. Discussion followed. The motion passed unanimously.

IV. PUBLIC COMMENT

Aaron Patterson announced the upcoming GETAC meeting and noted that a DVD of the awards ceremony was given to Dr. Duke.

Dr. David Westin, a surgeon from Texas Children's Hospital, announced that Texas Children's Hospital is working on designation as a pediatric trauma center. They are following the state's timeline so it will probably take a few years to become designated. Dr. Westin asked for any questions or comments from SETTRAC. Dr. Mattox asked about Texas Children's Hospital having an additional spot on the board and also noted that the Texas Pediatric Society position is vacant. Discussion followed.

Cheryl Dykes from Memorial Hermann The Woodlands Hospital announced that her hospital is currently a Level 4 but going for Level 3 over next 18/24 months.

A Neurosurgeon from Ben Taub General Hospital asked how SETTRAC ensures even distribution of neuro-trauma patients between the two Level I Trauma Facilities. Dr. Mattox responded that HFD takes most head trauma to Ben Taub and Life Flight takes patients from surrounding counties to Memorial Hermann but Ben Taub is willing to take trauma from outside of Harris County. Discussion followed

V. EXECUTIVE REPORTS

A. Chairman's Report

Dr. Duke reminded everyone to sign in.

B. Vice Chairman's Report

No membership issues to be taken care of tonight.

C. Vice Chairman's Report

Thelma Lemley reported that the following issues were discussed during the GETAC meetings: (a) MLIs/reimbursements (b) 157.44 instructor rule (c) 157.11 epi-pen rule and (d) the Trauma Registry. Discussion about the Trauma Registry followed.

A motion was made to give the Executive Committee authority to send a letter expressing support from the SETTRAC board for a workable trauma registry. The Executive Committee has authority to use whatever wording necessary to express our support. This

motion was seconded. Discussion followed. This letter needs to express our issues concerning the trauma registry. Dr. Mattox requested that whoever drafts a letter needs to send a copy to the H-GAC Trauma & Emergency Care Council. The motion passed unanimously.

D. Secretary's Report

No issues to report.

E. Treasurer's Report

Quarterly Financial Report

Allen Johnson explained the new financial statements that the accountant created and the accrual basis accounting. Allen asked for questions about financial report.

Some items need to be cleaned up either by how we record them or how we budget them. Discussion followed. A conference call is set for Thursday anyone who would like to join in are welcome. Date on letter are shows 2007 not 2008 so it needs to be corrected. A motion was made to accept the financial report as written. This motion was seconded. No further discussion. All are in favor but 2 abstain from vote.

Budget Amendments

All board members have a two page copy of the budget amendment located in their folders. Allen Johnson explains the budget amendment. More budget amendments for ASPR will be presented at the next quarterly meeting. A motion was made to approve budget amendment. This motion was seconded. All are in favor but 2 abstain from vote.
1:05 on tape

F. Officer at Large Report

Lon Squyres explains a letter he received from the medical examiner concerning a problem with EMS. The medical examiner has requested that EMS not touch the bodies of the deceased. Discussion followed. A motion was made that Harris Co Med Examiner be an ex-officio member of the board. This motion was seconded. Discussion followed. Ask the medical examiner before amending the by-laws. All in favor.

VI. COMMITTEE REPORTS

A. Trauma Care & Management

Marjorie Lygas reported that the Hospital Care & Management Committee met briefly before the meeting to discuss Trauma Designation. Mary Frost reported that the committee is going to work on collecting data to determine appropriate injury prevention projects and will be looking again at transfer data.

B. Public Information & Education

Sarah Abbott reported on the 5th Annual Trauma Care Conference and the Texas EMS Conference.

C. Grants Review

Madelyn Jurek reported on scholarships and encouraged everyone to take advantage of the scholarships.

D. Stroke Committee

Dr. James Grotta reported that nineteen hospitals are designated stroke centers, the committee has contacted the EMS agencies, more patients are being taken to appropriate

hospitals, and we are asking for the EMS Agencies and Hospitals to complete a simple one page monthly form with data about their stroke patients. Discussion followed.

E. Medical Director's Committee

Dr. David Persse reported that the membership is working on developing transportation guidelines similar to stroke & trauma and some of the next steps for his group.

VII. DIRECTOR'S REPORT

David Rives announced new employees to SETTRAC. Red Light Camera funds, Regional Command Vehicle & tour will post info on web-site.

VIII. OASPR Administrative Director's Report

Doug Havron welcomed Micky Moore and reported on the turnover in staffing in the state's Hospital Preparedness Program which has caused delays, the compliance & financial reports, and technical assistance & audit visits.

Doug called upon Lori Upton to report on the Regional Hospital Preparedness Council.

IX. UNFINISHED BUSINESS

Allen Johnson reported on strategic planning and requested authorization for a RFP for strategic planning to help us determine what we should be doing over next 3-5 years. Discussion followed.

A motion was made to authorize a strategic planning process to assist SETTRAC in future planning. This motion was seconded. Discussion followed. The motion was amended not to exceed \$45,000 for the RFP. This motion was seconded. The motion passed unanimously.

X. NEW BUSINESS

David Rives reported that the Financial Responsibility Video for board members is on-line and all board members need to review this video. David Rives will send out the link to the board members by email. Please complete the form after reviewing the video and send the completed forms to David. These forms must be completed within 45 days from tonight.

XI. ANNOUNCEMENTS

Dr. Duke announced that the next quarterly meeting is scheduled for April 21, 2008 at 7:00pm.

A motion was made to adjourn the meeting. The motion was seconded. Meeting adjourned.