

SETTRAC Quarterly Meeting

7:00p.m. April 20, 2009

****Working Minutes****

I. CALL TO ORDER **Allen Johnson**

Allen Johnson called the meeting to order

II. ROLL CALL of Directors to Establish Quorum **Reneé Griffith**

Reneé Griffith called roll and established a quorum.

III. READING AND APPROVAL OF MINUTES **Reneé Griffith**

A motion was made to accept the minutes from the January meeting as written. The motion was seconded. The motion passed unanimously.

IV. PUBLIC COMMENT **Allen Johnson**

There was none.

V. EXECUTIVE REPORTS

A. Chairman's Report **Allen Johnson**

Allen reminded everyone to sign in.

According to the bylaws, board members cannot miss more than two (2) board meetings – this includes both quarterly and special board meetings. Board attendance allows (1) excused absence a year. Vacate position if more than 3 meetings are missed.

A nominating committee has been selected, consisting of Dr. Oei, Mary Frost, John Kowalik, Robert Arreola, Ted Rodriguez, Cheryl Dykes, and Fred Wilkins. The meeting will consist of one (1) or two (2) conference calls. A motion was made to ratify the 2009 nominating committee. The motion was seconded. The motion passed unanimously.

Memorial Hermann Children's Hospital, Memorial Hermann, Ben Taub have renewed their Level I trauma designation and were approved. Memorial Hermann Memorial City is applying for Level III designation.

Contracted agreement for RAC assets to be deployed in the community utilizing the RCV-Q and the Ambus. The RHPC is working on an agreement for parking the RCV-Q at the HEC as well as staff parking. RCV-Q operating guidelines have been reviewed by the RHPC. The approval should be completed by the next Executive Committee meeting.

Allen discussed moving forward with the merger of RHPC and SETTRAC. A second discussion followed. Bylaws are in draft at this time. There will be a crosswalk of the current board to the new board to make it smaller once the merger takes place. Everyone will have a specific role in reference to the geographical and committee level of serving the needs of the board from their level of expertise as well as serving the organization as a whole.

B. Vice Chairman's Report **Michael Morris**

• **Membership Issues**

C. Vice Chairman's Report

Allen Johnson

D. Secretary's Report

Renee Griffith

No report.

E. Treasurer's Report

Lon Squyres

• Quarterly Financial Report

Joseph Beckman stated he is taking financials from Quickbooks online and move to Quickbooks for non-profits and reclassifying all the bills to fit within the grant. Discussed ASPR 7, Tobacco and RAC EMS funds. Dr. Mattox asked how will future reports be seen. Discussion followed. Budget amendments were discussed. A motion was made to approve the budgets. The motion was seconded. The motion passed unanimously. See Attached Report

F. Officer at Large Report

Kenneth Mattox, MD

Dr. Mattox discussed the issues of health care reform. There are major changes in the way health care is accessed and paid for. Health care delivery was discussed. Discussion followed.

VI. COMMITTEE REPORTS

A. Stroke Committee

James Grotta, MD

No Report (Dr. Grotta not present)

B. Medical Director's Committee

David Persse, MD

David Rives discussed Medical Director's Committee are having a meeting on May 8th at the Harris County Medical Society.

C. Pediatric Committee

Charles Cox, MD

No Report

D. Trauma Care & Management

Daniel Kosler

Discussion ensued on redoing trauma destination protocol. Discussion followed.

E. Public Information & Education

Sarah Abbott

The 6th Annual EMS Trauma Care Conference will be held at the Humble Civic Center on August 6th and 7th. The Day at the Zoo 2009 will be discussed for the fall. The Texas EMS Conference will be held in Fort Worth on November 22nd – 25th of this year. TETAF meeting will be on August 18, 2009 at the Omni Austin Hotel at SouthPark.

F. Grants Review

Madelyn Jurek

Madelyn discussed the availability of educational scholarship funds. The applications can be found on the SETTRAC website.

G. RHPC

Lori Upton

Hospital spending plans were due April 16th. RHPC participated in the regional FE/FSE at Lake Sabine. RHPC board approved the budget to purchase the billeting trailer to be used as a cooling station for 1st Responders. Registration forms for ADLS and BDLS classes are on the RHPC website.

VII. EXECUTIVE DIRECTOR'S REPORT

David Rives

- See Attached Report

VIII. OASPR Administrative Director's Report

Doug Havron

- See Attached Report

Doug discussed the new tracking system to see all patient movement in one system throughout the state. RHPC awarded \$10,000 grant by Grainger. Doug discussed responsibilities of the new employees for Emergency Preparedness.

IX. UNFINISHED BUSINESS

Allen Johnson

Allen discussed the revision of the policy manual by David Rives. Brian Petrilla discussed the last Air Medical Committee meeting.

X. NEW BUSINESS

Allen Johnson

Allen raised the issue of consideration of changing the regular board meeting time and dates. There was discussion and it was decided to not make any changes until after the merger.

XI. ANNOUNCEMENTS

Allen Johnson

The next quarterly meeting is scheduled for July 20, 2009 - this meeting will be held at the **United Way Community Resource Center Auditorium, 50 Waugh Dr., Houston, TX 77007**. Meeting will begin at 7:00 p.m. A motion was made to adjourn – all in favor.

A closed meeting of the Board of Directors was held immediately following adjournment of the quarterly meeting. The purpose of the meeting was to discuss the merger with RHPC.