



**TETAF General Meeting
Hyatt Regency Hotel - Dallas, Texas
Sunday, November 20, 2016, at 5:30 p.m. CDT
Meeting Minutes**

1. Welcome and Call to Order

The meeting called order by Brian Eastridge at 17:45. The meeting was not recorded.

2. Introductions and Announcements

Board Member Roll Call – Brian Eastridge

Present:	Scott Christopher	Absent:	Robin Garza
	Brian Eastridge		Lisa Hutchison
	Courtney Edwards		Jim Parisi
	Raj Gandhi		
	Lisa Price		
	Ricky Reeves		
	Kathy Rodgers		
	Craig Rhyne		
	Robert Saunders		
	Lori Vinson		
	Dudley Wait		
	Hillary Watt		

A Quorum is established at the opening of the meeting.

Dinah Welsh, Brenda Putz and Courtney DeBower were in attendance.

Representatives from the Texas DSHS were in attendance.

RAC Participant / Round-the-Room Introductions – Dinah Welsh

Around-the-room introductions were held. Sign-in sheets are on file in TETAF office.

Affiliate Organizations / Members

There were no Affiliate organizations recognized as being present.

3. TETAF Legislative Update – Dinah Welsh

- Ms. Welsh commented that the State elections are complete, and legislative bills (600+) are being filed. She stressed that TETAF will be focusing on bills related to trauma, EMS and acute care systems funding!

- Ms. Welsh stated that there were already bills filed to repeal the Drivers Responsibility Program (SB90, HB67, HB275). TETAF is already talking to legislators on the impact that losing this funding will have on Trauma/EMS system. It was noted by Ms. Welsh that the bills filed ‘repeal’ the program.
- TETAF talking to legislators that an additional \$6M be made available to the RACs. Ms. Welsh commented that the Legislators seem to be receptive to this ask at this point.
- Representative Sarah Davis has taken a keen interest in RAC funding for this legislative session. Ms. Welsh described how Rep. Davis is a key legislative member with many important seats in the legislature. Rep. Davis is looking for additional funding and potential efficiencies for RACs. There was discussion on how ‘efficiencies’ can be a double-edged sword (additional dollars vs. additional cuts).
- Ms. Welsh announced that TETAF is also working with other State agencies and organizations to gain additional funding in this next legislative session.
- The Board members were provided important dates for this legislative session:
 - Opening day – 1/10/17
 - Capitol day – 2/21/17
 - Bill filing deadline – 3/10/17
 - End of session – 5/29/17
- Ms. Welsh added that there will be many bills filed on distracted driving, Red Light camera bans, and immunizations. A bill has already been drafted on workplace violence against nurses (HB280).
- Ms. Welsh described how TETAF is working with and encourage RACs to host meetings (breakfast, lunch, etc.) with regional legislators to provide face-to-face education on what is RAC, what their RAC is doing, what their RAC needs, and to capitalize on any photo opportunities. TETAF thinks these interactions will prove very beneficial to our legislative efforts. Ms. Welsh recommended that the meeting should be controllable, knowledgeable small group of RAC representative and key stakeholders.
- Ms. Welsh closed her report by informing the Board members that TETAF is looking to hire an additional person to help with TETAF lobbying activities.

4 Perinatal Update – Brenda Putz

Ms. Putz informed the Board members that TETAF and DSHS continue to move forward with NICU designation process. She stated the first Level IV survey was done in November, and TETAF has done a Level III pilot survey. Ms. Putz commented that the NICU surveyors have completed the credentialing processes, and that TETAF and DSHS survey coordinators are working diligently to schedule surveys. Ms. Putz stated the goal is to get as many surveys completed as possible by May 2017.

5 Board Restructuring Update / Discussion

The Board members were informed that the American College of Surgeons (ACS) timeline for their consultative visit has been confirmed. Ms. Welsh stated that the ACS plans to be at the GETAC Feb 2017 meeting for stakeholder input. She commented that the ACS and TETAF goal is to make review as transparent as possible. Ms. Welsh said the timeline includes a report from the ACS to the TETAF Board at May meeting, and then hold a vote of a new Board in August 2017.

There was no discussion on defining terms for officers.

6. Treasurer’s Report – Jim Parisi

Finance Committee Recommendations

Ms. Welsh announced that the TETAF Finance Committee met and has made several recommendations.

- Affiliate memberships should be tabled.
- The TQIP membership fee should be \$2,000 per organization to defray the cost of administering this project.
- RAC subscription fees should remain flat at \$77,400. These fees are not currently proportionate to RAC size. The Committee will be looking for other formulas to determine RAC fees.
- Survey income fees established for NICU surveys. A handout was provided in the Board packets detailing the various survey fee recommendations for NICU, Stroke and Trauma.
- The committee appreciated that the TETAF Surveyor honorariums have not changed in 17 years. The current honorariums were compared to other organizational surveyor honorariums. The Committee recommends an increase of \$500 per survey for Trauma Level III/complex IV surveys, and a survey honorarium of \$1,500 for Level IV Trauma and Level III Stroke.
- The Committee feels that TETAF needs additional personnel in the office, to that Ms. Welsh is afforded more time to focus on CEO duties and legislative activities.
- It is recommended by the group that TETAF needs a service line oversight committee to serve in an advisory capacity, and that these committee members should be appointed positions. Ms. Kathy Rodgers questioned the need for a Policy committee. It was determined that the TETAF Board could serve in that capacity.
- The Finance Committee members recommend that Key Leadership Insurance should be obtained for the TETAF CEO and other leadership team members.
- The Finance Committee recommends that key TETAF leadership positions should have employment contracts, and that these contracts should include bonus and merit incentives.

Budget Review

Ms. Welsh commented that a 'draft' budget was provided to the Board members last week for review. She added that there may be recommended Finance committee amendments forthcoming for this draft budget. The Finance committee recommended that a baseline of \$77,400 from RAC subscription fees be maintained. Mr. Rick Antonisse commented that RAC membership should vote on RAC fee changes. Mr. Darrell Pile reminded the Board members that RACs will potentially have no tobacco funding soon. Kathy Rodgers noted that the proposed budget is very positive and suggests considering the elimination of or cutting by 50% the RAC membership fees. Mr. Dudley Wait stated there are benefits of keeping the RAC baseline funding at \$77,400. Mr. Eric Epley agrees with Mr. Wait, but added that the RAC fees should be proportionately calculated. Mr. Epley stressed that TETAF is at a juncture with a new HPP cycle targeting 8 contracts, rather than 22 contracts and the added TETAF risk of starting the perinatal survey process. Mr. Epley added that hospitals are very protective of their maternal child service lines. Mr. Epley suggests scrapping the ACS consult and move forward with reorganization in February 2017. He recommends that EMS and acute care systems should get their house in order and show a unified force during the legislative session and before a perinatal survey potentially fails. Dr. Craig Rhyne comments that the same yardstick needs to be used to assess a service line. He commented that historically 'doing what is in the best interest of the patient' was the guiding forces during early trauma survey days. Dr. Rhyne stressed that TETAF needs to do what is in the best interest of the patient. Ms. Welsh pointed out that the American Academy of Pediatrics (AAP) is another approved DSHS NICU surveying organization, but many hospitals are selecting TETAF to provide their survey. She noted that both TETAF and the AAP have to survey under the

same rule, but process may be somewhat different. TETAF training is different than the AAP training. Ms. Welsh added that the on-site surveyors validate program and that DSHS actually designates the facility. Mr. Ricky Reeves asks if the proposed budget accommodates potential 'vultured' AAP surveys.

Mr. Ricky Reeves requests that the Board take action on the Finance committee recommendations

- Mr. Ricky Reeves moves to eliminate Affiliate memberships. Dudley Wait provides a second for this motion. There was no opposition to the motion.
- Mr. Ricky Reeves moves to make the annual TQIP membership fee \$2,000. Ms. Lori Vinson provided a second for this motion. Mr. Eric Epley commented that the Finance committee spent a lot of time discussing this topic and that Dr. Ronald Stewart reports that it has been suggested that the ACS will collect these funds and then pay TETAF. An amendment to the original motion allowing for the ACS to collect the TQIP fees (for a cost) for TETAF is allowable. There was no opposition to the motion.
- Mr. Dudley Wait moves that the RAC subscription fee amount and structure be maintained with potential proportional restructure in the future. Mr. Ricky Reeves provided a second for this motion. There was no opposition to the motion.
- Mr. Ricky Reeves moves that the proposed Survey fees be approved. Ms. Courtney Edwards provides a second to this motion. Dr. Brian Eastridge questioned how the proposed survey fees were determined. Ms. Brenda Putz stated that the fees are recommended from the TETAF accountant and are based on profit margin calculations. Mr. Dave Reimer questions the fee for Level I perinatal since that process is basically paper attestations. There was no opposition to the motion.
- Mr. Ricky Reeves moves to adopt the Finance Committee's recommendations for NICU, Trauma and Stroke Surveyor Honorariums. Mr. Scott Christopher provided a second to this motion. Lori Vinson, Lisa Price, Dr. Rhyne and Dr. Gandhi abstained from the vote. There was no opposition to the motion.
- The Board discussed the Finance committee recommendation for additional TETAF personnel. The addition of 1 full-time, 2 part-time, and/or an outside contractor was discussed. Mr. Dudley Wait notes that a staff salary increase is recommended. It was questioned if the proposed increase in staff salaries are included in draft budget. Ms. Welsh commented that the value of the actual increase in salary is unknown at this time. Mr. Wait questioned the role of an outside lobbyist. Ms. Welsh replied that this person would be utilized to assist the current TETAF structure and provide for additional 'boots on the ground'. The proposed budget calls for \$80,000 for this assistance. Ms. Welsh commented that TETAF would target a two year contract with lower fees during non-legislative periods. She also stated the selected individual would have many other contract interests in legislature. Dr. Rhyne states this additional staff position is dire given the funding threats that lie before us. Mr. Darrell Pile requests that lobbyist selected not have a conflict with another interest. Mr. Ricky Reeves moves to move forward with the selection of additional personnel to assist with Lobbying activities. Mr. Reeves specifically moves that the TETAF personnel salary increases be discussed in a closed Board session. Mr. Dudley Wait provides a second to this motion. There is no opposition to the motion.
- Mr. Ricky Reeves moves to establish a Survey Oversight Committee. Mr. Rick Antonisse suggests creating a workgroup instead of committee. The Board agreed that the

recommended creation of a Policy committee be tabled at this time. Ms. Lori Vinson provided the second for this motion. There was no opposition to the motion.

- Mr. Ricky Reeves moves to obtain Key Leader Insurance. There was discussion and clarification on exactly what this insurance provides. Ms. Welsh replied that it provides financial support to the organization until leadership personnel can be replaced. Dr. Eastridge questions who is covered. Dr. Rhyme suggests covering Ms. Welsh and Ms. Putz. Mr. Robert Saunders provided the second to the motion. There was no opposition to the motion.
- Mr. Ricky Reeves recommend moving the discussion of creating a Leadership Contract into a closed Board session. There was no opposition to this recommendation.

Financial report

Dr. Craig Rhyme reviewed an overhead presentation of the TETAF income and expenses. Net income for the period was noted to be \$100,000.

Budget Approval

The Board agreed that the budget was not able to be approved until the TETAF leadership salary increases were determined in executive session.

7. Texas TQIP Collaborative Update – Terry Valentino

Dr Eastridge reported that the development of the Texas TQIP initiative is moving forward positively.

8. Stop the Bleed Discussion

Ms. Welsh and Ms. Putz announced that TETAF is helping to organize many Train-the-Trainer courses. Ms. Welsh asks if there is anything else that TETAF needs to be doing / or not doing. Ms. MaryAnn Contreras says JPS has classes booked through February. She stated that they are finding that the individual being trained are asking where they can get a 'kit'. Ms. Courtney Edwards says future entails having the legislature mandate the Stop the Bleed supply at AED stations. Karen Myer (Baylor Dallas) says nurses are reluctant to train until they know what equipment will be available in near/later future. Dr. Eastridge says latest ACS iteration is to stop the bleeding with nothing special. Ms. Wanda Helgesen says there have been a number of courses in her region, with schools being very open to the training. All agreed that our focus should be on anything TETAF can identify as needing legislative intervention.

9. Secretary's Report - Scott Christopher

Approval of October 4, 2016 Meeting Minutes

Mr. Christopher announced the draft minutes for the October 4, 2017 conference call meeting have been posted to the TETAF web site and shared with the Board members for review. There were no recommended changes for the draft document. Ms. Kathy Rodgers made a motion to approve the minutes as presented. The motion was seconded by Ms. Hillary Watt. There was no opposition to the motion.

10. Open Discussion

- The DSHS purchasing processes for where to have the GETAC meeting is getting more and more challenging. Mr. Dudley Wait suggests that TETAF take responsibility for coordinating GETAC meeting locations/venues. Ms. Welsh believes that DSHS has contracted for another year or so.

She will discuss this topic with Ms. Kelly Harrell. The concept would be that TETAF would contract the service with DSHS and provide supplement as necessary.

11. May Action Items

There were no additional items/topics requiring any form of additional action.

12. Stakeholder Comment

There were no additional discussions.

13. Adjournment

With no further discussion or business, the meeting was adjourned by Dr. Eastridge at 7:30 p.m.

***Recorded by:
Scott Christopher, Secretary***