



**TETAF General Meeting Conference Call
 Wednesday, April 6, 2016, at 10:00a.m. CDT
 Meeting Minutes**

1. Welcome and Call to Order

The conference call meeting called to order by Scott Christopher at 10:03 a.m. The meeting is recorded. Copies of agenda and previous minutes can be found on the TETAF web site. Reminder to keep phones on mute. There was a moment of silence in remembrance of Ms. Shae Watson.

2. Board Member Roll Call– Brian Eastridge/Dinah Welsh

Present: Scott Christopher Courtney Edwards Robin Garza Lisa Hutchison Kathy Rodgers Robert Saunders Lori Vinson Raj Gandhi, MD Hilary Watt	Absent: Brian Eastridge Jim Parisi Lisa Price Ricky Reeves Craig Rhyne Dudley Wait
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A Quorum is not established at the opening of the meeting, but later established at 10:16 a.m. Dinah Welsh, Brenda Putz and Courtney DeBower were also in attendance. A representative from the Department of State Health Services was not present on-the-call. Mr. Brett Dodwell was present and representing the Texas Trauma Coordinator’s Forum.

3. RAC Role Call – Dinah Welsh

A RAC A	P RAC I	P RAC P
A RAC B	A RAC J	P RAC Q
P RAC C	A RAC K	P RAC R
P RAC D	P RAC L	P RAC S
P RAC E	A RAC M	A RAC T
A RAC F	P RAC N	P RAC U
P RAC G	A RAC O	P RAC V
P RAC H		

4. Division Reports (Brenda Putz)

- Acute Care – Lisa Hutchison was present and provided the report. She commented that there has not been a lot of activity since the last meeting to report. She announced that there were two stroke surveys performed in March. Lisa was pleased to announce that there are more surveys scheduled for the future.

Ms. Hutchison stated that TETAF is scheduling consults for stroke support centers. There were no questions for the Division.

- EMS – Robert Saunders was present and provided the report. He stated that the Texas Ambulance Association met last week. He was unable to attend and gather any information to report. Mr. Saunders will talk to those who attended and relay that information later. Ms. Brenda Putz reminded everyone that the EMS Data Management course is scheduled for June. RAC L will be hosting the course. Scholarships are available for those interested in attending. Ms. Putz said there are many returning presenters.
- Education – Courtney Edwards was present and provided the report. Ms. Edwards announced the February Hospital Data Management course proved very successful. She informed the group that TETAF is assisting RAC A develop a Data Management course for July. Scott Christopher asked if the July course was open to those outside RAC A. Ms. Putz said “yes”.
- Pediatrics – Lori Vinson was present to provide the report. Ms. Vinson announced that the division continues to move forward in working with the EMS-Children organization on pediatric categorization. TETAF personnel will assist more with this initiative moving forward and as NICU survey/designation program development comes to completion.
- RAC – Chair is vacant. No report was provided.
- Trauma – Lisa Price was unable to attend today’s meeting. Ms. Putz said that the burn guidelines should be published to the TETAF web site very soon. Ms. Putz stated that a special ‘thank you’ is extended to Ms. Rosie Bolenbacher for all the work she performed on this publication. Ms. Putz stated that multiple reviews have occurred and there are just a few minor changes in process before final release. Ms. Putz announced that TETAF is opening the Trauma Surveyor application process this summer, and those interested in becoming a Trauma surveyor should contact her. She said there will be more information on this topic posted to the TETAF web site soon.

Ms. Dinah Welsh reported that she has tasked the division chairs to submit a list of the strengths and needs for their areas to share with legislators. Ms. Welsh noted that many divisions have not been meeting regularly, and that gathering information and data for this request is an opportunity for the division leaders to pull their stakeholders together for input.

Ms. Putz announced that the EMS & Trauma rule revision workgroup meetings have not been set by DSHS.

A quorum is established at 10:16

- Injury Prevention – Robin Garza was delayed joining the meeting, but later provided the report. Ms. Garza stated that the “Just Drive” presentation has undergone some improved revisions. She announced that she will be presenting the revised version at the ENA meeting in Houston tomorrow. The revised version will be posted on the TETAF web site as soon as possible. Ms. Garza commented that new statistics are incorporated into the revised presentation.

5. TETAF Update– Dinah Welsh

- TETAF Board Vacancies (Brian Eastridge)
Ms. Welsh announced the vacant Chair and RAC division chair positions. She stated that the TETAF Board Officers recently met and has decided to fill these positions with individuals on an interim basis until next election cycle. The Board Officer’s recommendation is for Dr. Brian Eastridge to continue to serve in the vacant Chair position, and to appoint Dr. Raj Gandhi to the Vice Chair position. The Officers also recommend appointing Ms. Hilary Watt as the interim RAC Division Chair. Ms. Kathy Rodgers made a motion to ratify the Board Officer’s recommendations as reported. Ms. Lori Vinson

provided a second to this motion. There was no further discussion. There was no opposition voiced during the voting process

- **TETAF Board Restructure Update (Brian Eastridge)**

Scott Christopher reported to those in attendance that Dr. Eastridge has made the recommendation to consult with national renowned individuals to perform an assessment and provide recommendations to TETAF for restructuring best practices. Dr. Eastridge has reported that his intent is to reach out to individuals that are well connected and very experienced with system development. The recommendation is to reach out to one surgeon and one nurse to perform the consultation. A suggestion has been provided to consider adding an ED physician with EMS ties to the consult team. Mr. Christopher announced that Dr. Eastridge has already had initial conversations with potential providers willing to come perform the consultation. Ms. Welsh commented that TETAF is very committed to seeing the restructuring efforts and processes move forward. The timeline for this consultation process was questioned. Ms. Welsh replied that the Executive Board desire that the restructure decisions be implemented as soon as possible. She further commented on the need for the reorganization to be complete prior to the start of the next legislative session.

- **Legislative Update (Dinah Welsh)**

Ms. Welsh opened by stating that there are several things going on related to legislative interim studies related to Trauma and EMS. She reported that the House Homeland Security and Public Safety Committee met recently and discussed the Drivers Responsibility Program (DRP) and heard testimony from the Texas Department of Public Safety and both for/opposing stakeholders. Ms. Welsh said that Dr. Ronny Stewart testified and gave positive testimony on the history, purpose, problems, and funding of the program. The legislators reportedly demonstrated a keen interest in Dr. Stewart's testimony. Ms. Welsh commented the legislators have a great appreciation of the level of funds the DRP creates for the State of Texas, and that no new alternative funding source has been created to replace these dollars if the DRP were abolished. Ms. Welsh said that additional fees on driver's license, alcohol sales, etc. have been mentioned as alternative revenue generators. She noted that all of these recommendations have been tried before and failed. Ms. Welsh announced that the Homeland Security committee also discussed emergency preparedness. She reported that Mr. Eric Epley testified on this subject and did a great job citing the work of the RACs and EMTF. Mr. Epley provided education to the committee members on how federal dollars are decreasing and providers and agencies are now looking to the State for continued funding for system maintenance.

Ms. Welsh announced that TETAF personnel continue to visit with legislators and staff on the interim Trauma/EMS study. She stated that a hearing to receive testimony for this study will not occur until the May/June/July time period. TETAF will share the hearing date as soon as it is known. Ms. Welsh said the message has been strong at highlighting the needs and the challenges of the systems; specifically the stand-ready costs for trauma centers. Ms. Welsh stated that the Texas Hospital Association will be focusing on this challenge for hospitals and providers beyond uncompensated costs. Ms. Welsh commented that TETAF personnel are educating the legislators on how little funding the EMS and RACs receive from the complex funding diagram. Ms. Welsh reported that she recently met and discussed with Dudley Wait about still not having an uncompensated EMS trauma care number. This has been a data figure that has been unattainable for the past 14 years. Ms. Welsh stated value to quantify the needs of EMS and RACs is very important, i.e. what needs to be funded, how much and why. TETAF is working on a document to be sent out for additional stakeholder input. Ms. Welsh also reminded everyone that stakeholder input is available every Friday at 10am (except this Friday at 9am) during the legislative conference call. She noted that stakeholders will have to establish solid 'legislative asks' in these calls. The May 10th TETF meeting will start at 5pm (30min early) to spend

additional focused time on legislative initiative development. Everyone was encouraged to contact TETAF if wanting to be added to workgroup list.

▪ **Pre-Survey Questionnaire Update (Brenda Putz)**

Ms. Brenda Putz reported that the development and implementation of this process is near completion. She stated that an instruction guide has been completed. Ms. Putz said that the new designation data gathering process will be demonstrated to DSHS next week, and will be demonstrated at the May Texas Trauma Coordinators Forum meeting. Ms. Putz expects the projected date to go-live is June 1st. Stakeholders should be planning to use the new process documents after that date. Ms. Putz said TETAF is investigating the use of the Dropbox program application in this electronic process. Ms. Putz confirmed that this new application process impacts only Level III & IV trauma facilities.

▪ **NICU Survey Process Update (Brenda Putz)**

Ms. Putz announced that TETAF has been making a lot of progress in the development of this new designation process. Ms. Holly White has been engaged as TETAF Manager to oversee the NICU survey process activities. Ms. Putz reported that TETAF is currently building the survey application process, with hopes to open the survey process in a couple of weeks. Ms. White is developing NICU resources to be posted on the TETAF web site. Ms. Putz informed the group that DSHS will not be ready for this process until September 2016. Ms. Putz closed pointing out that there are many moving parts in this process development.

6. Texas TQIP Update – Terry Valentino

Mr. Terry Valentino was present to provide the update. He opened saying that there are 26 trauma programs currently or are in the process of being involved in the Texas TQIP program. He stated that he and TETAF personnel are working on completion of paperwork and confidentiality agreements with these agencies and Texas TQIP. He commented that there have been some legal slowdowns, but the program development continues moving forward. Mr. Valentino stated the Texas TQIP will be focusing two cohort groups. One severe TBI group and an *elderly trauma* group. He announced that there will be a cohort conference instructional call on April 13th. This call will be recorded for future use. Also the Michigan TQIP team will present at the May 12th meeting to provide additional guidance and instruction. Dr. Raj Gandhi suggested contacting the various Trauma Medical Directors to participate. Ms. Kathy Rodgers requested that the pilot program facilities get to participate. Mr. Valentino responded that these suggestions will be discuss at May 12th meeting with definitive decisions on who will participate in various components of the program.

7. Treasurer's Report – Jim Parisi / Dinah Welsh

Jim Parisi unable to attend the meeting. Ms. Welsh reported that she has had discussion with Mr. Parisi for a while about an employing audit/review. She stated that a CPA firm expressed surprise that TETAF was seeking a voluntary audit. TETAF currently does not meet any federal requirements or revenue thresholds to require a financial audit. Ms. Welsh stated that the TETAF Board Officers discussed this topic last week and felt that a financial audit was in TETAF's best interest to allay any stakeholder concerns related to fiscal responsibility. Ms. Welsh confirmed that the audit is not budgeted, but Board Officers felt that audit prudent and the use of reserve funds is warranted. Ms. Kathy Rodgers asked about costs and timeline to complete the audit. Ms. Welsh stated the audit would cost approximately \$15,000, and would be completed as soon as possible. Ms. Rodgers made a motion to pursue the audit as recommended by the TETAF Board Officers. This motion was seconded by Mr. Robert Saunders. There was no further discussion. There was no opposition voiced during the vote.

Ms. Welsh announced that the Board members have been provided the December and January financial reports. December's net income was \$23,556 against a budgeted net loss of \$22,000. January saw a net income of \$57,612. There is a year-to-date loss of \$900.

8. Secretary's Report – Scott Christopher

Mr. Christopher was present and provided the report. He noted that the February 9th and March 2nd meeting minutes have been posted for review and approval. The recommendation was made to add to the March meeting minutes that concerns raised during that meeting that TETAF is meeting its fiscal reporting obligations, and that it was expressed during that meeting that all of these obligations for reporting are being met. Ms. Welsh commented that since the March meeting, and in the wake of those concerns, Dr. Eastridge is requesting policy and procedure be created to further strengthen TETAF in this area. Mr. Darryl Pile commented that his comments during the March meeting were designed to share concerns he has been hearing ... factual or not. He stressed that none of his comments were meant to imply impropriety. Ms. Robin Garza made a motion to accept the February and March meeting minutes with the edits as previously discussed. Ms. Kathy Rodgers provided a second for the motion. There was no further discussion and the minutes were passed unanimously.

9. Open Discussion

- None

10. April Action Items -

- There were no additional items identified as requiring action.

11. Next Meetings – Dinah Welsh reviewed the future meetings.

- TETAF General meeting – May 10, 2016 @ 5pm (*Wyndham Garden Inn Hotel, Austin*).

12. Adjournment

The meeting was adjourned by Scott Christopher at 11:07 a.m.

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