



Chairman	David Persse, MD
Vice Chair-Hospital Services	Tom Flanagan
Vice Chair-PreHospital Services	James Campbell
Secretary	Walter Morrow, RN, CFRN, EMT-P
Treasurer	Lon Squyres
Officer-at-Large	Brent Kaziny, MD, MA
Chief Executive Officer	Lori Upton

SouthEast Texas Regional Advisory Council (Trauma Service Area Q)

Austin, Colorado, Fort Bend, Harris, Matagorda, Montgomery, Walker, Waller and Wharton Counties

Board Meeting Minutes April 15, 2024

1. CALL TO ORDER / ROLL CALL

Dr. David Persse, Chairman, called the meeting to order at 6:30pm. The meeting was held in-person at the SETRAC Conference Center. Walter Morrow, Secretary, called roll and a quorum was established.

2. WELCOME AND INTRODUCTION OF SPECIAL GUESTS

Dr. Persse welcomed the board members and the stakeholders in attendance. No special guests were in attendance for this meeting.

3. OFFICER REPORTS

A. Chairman

Dr. Persse reported that Houston Fire Department (HFD) is planning to go live with Pulsara on July 1st.

The SETRAC area will have three mobile stroke units (MSU) in the near future. Memorial Hermann currently has one MSU in use while HFD and UTHealth will soon have MSUs in use as well. For this program to be successful, hospitals will need to work together. Conversations are being had with hospital leaders (comprehensive and primary stroke centers) and the creation of a governance committee, known as the Mobile Stroke Consortium, is planned. The SETRAC EMS and Stroke Committees will need to work together with the consortium to help with areas outside of the city of Houston. Hospitals and EMS agencies need to be made aware of the MSUs.

B. Vice Chair Hospital Services

Tom Flanagan that nominations are now open for expiring board member and officer terms. Nominations will be open for 30 days and will close on May 17th. Voting will take place during the July board meeting.

The board member terms expiring are as follows:

Memorial Hermann Health System – Tom Flanagan
Harris Health System – Dr. Steven Brass
Fort Bend County – Dudley Wait
Montgomery County – James Campbell

Walker County – Rachel Parker
At-Large #1 – Mark Sloan

The officer terms expiring are as follows:

Vice Chairman of Hospital Services – Tom Flanagan
Secretary – Walter Morrow

Nominations are to be sent to nominations@setrac.org.

Mr. Flanagan has requested the Bylaws Committee meet to review the bylaws in totality (section by section) and recommends that the Bylaws Committee be a standing committee that will meet every two years to review the bylaws in full. The committee can also meet ad hoc when necessary.

C. Vice Chair Pre-Hospital Services

James Campbell was not able to attend the meeting. Mr. Morrow reported that the wristband initiative is currently on hold. The EMS Committee is growing and moving forward.

D. Secretary

Mr. Morrow had no items to report.

E. Officer-at-Large Report

Dr. Brent Kaziny was not able to attend the meeting. There were no items to report.

F. Treasurer Report

Lon Squyres reported on the SETRAC financials which was provided to the board. Highlights include:

- All grant accounts are being spent as expected.
- Investment accounts will be consolidated into one account through Amegy Bank.
- The operating fund shows a net revenue of \$220,008.
- Unrestricted asset growth shows a total fund balance of \$899,346.34.

4. EXECUTIVE REPORT

A written report was provided to the board and Ms. Upton provided the following highlights:

- SETRAC's newest training and exercise coordinators, James Meaux and Timothy Chapman, were introduced.
- The DSHS audit was completed and responses were submitted. A final response from DSHS has not been received at this time. SETRAC currently owes \$5.99 to DSHS. The findings from the audit and the responses are available upon request.
- Visits have been made to potential warehouses/offices for a future location for SETRAC; however, none of the locations have the space needed. The current location of the SETRAC warehouse does not have the space needed for future growth and the lease will expire in 2025.
- A new employee has been hired to assist in the finance department. The employee's start date will be May 1st.
- A CEO portal is being designed for hospital CEOs to access clinical and mental health reports as well as preparedness scorecards. The portal is currently available on a system and an individual hospital level.
- The payroll system will be converted to ADP.

- Heat maps are being developed to review extended window stroke and stroke rehab utilization. The committee is encouraged to work on a PI project to submit to professional organizations. PT, OT, and speech representatives have been added to the committee.
- A posterior stroke educational video is in development.
- On April 5th, 236 teenagers were provided hands-only CPR training at the Top Ladies of Distinction and Top Teens of America event. The training was provided as part of SETRAC's Heart of the Matter program. A handout containing a map from which the participants came was provided to the board.
- A safe transfer guideline is being developed by the Cardiac and EMS committees.
- Funding has been provided from Senate Bill 8 to get eBooks renewed and to purchase mannequins for the neonatal resuscitation program (NRP). An abstract was submitted to the American Academy of Pediatrics on the NRP data.
- The placenta accreta spectrum disorder course has had more than 600 learners.
- The Maternal Subcommittee has been created to focus on maternal PI. Dr. Kelli Burroughs and Dr. Erin Roberts have been selected as the co-leaders.
- The EMS Committee and its subcommittees will now hold all meetings on the same day.
- The wristband program will be piloted with three providers in the SETRAC region.
- Work groups for the Blood Products Subcommittee have been established to work on clinical and logistic aspects of the initiative.
- SETRAC will be participating in the NASCAR Foundation's Giveathon taking place May 14th-15th. Funds raised will be go toward the Stop The Bleed, NRP, and Heart of the Matter programs.

5. ACTION ITEMS

A. Prior Meeting Minutes

There being no further discussion or objections, the board approved the minutes as presented.

B. Reports (Officer, Finance, and Executive)

There being no further discussion or objections, the board approved the reports as presented.

C. Resolutions and/or Other Action Items

a. *Approval of new committee leaders.*

The Cardiac Care Committee elected Dr. Sanket Borgaonkar to fill the open physician leader position. The board approved with no opposition or abstentions.

The Perinatal Committee elected Zach Ward to fill the open EMS leader position. The board approved with no opposition or abstentions.

b. *Approval of Pulsara as the regional patient tracking system.*

There being no objections, the board approved the use of Pulsara as the regional patient tracking system.

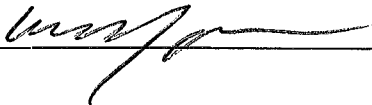
6. GENERAL / OPEN DISCUSSION

Mark Sloan reported that sirens are not used in the area due to the expense to upgrade the current technology and because of how quickly a tornadic event occurs. Phone and PBS alerts are faster ways to notify the public of these events. Mr. Sloan encouraged everyone to be ready for tornadoes but also for the possibility of major hurricanes, protestors, and usage of AI to adversely affect emergency response.

The RHPC symposium will be taking place October 16th-18th. Speaker packets and sponsorships are available.

7. ADJOURNMENT

Dr. Perse adjourned the general board meeting at 7:53 pm.

SETRAC Board - Secretary:  _____