

Regional Advisory Council
(RAC)

Annual Report
Report Form

An annual report is to be submitted to DSHS, Office of EMS/Trauma Systems no later than December 1, 2017. The annual report will cover the past fiscal year (September 1, 2016 thru August 31, 2017), as stipulated in the Tobacco RAC Contract. Additional information may also be entered or submitted as an attachment to this report.

RAC	Central Texas Regional Advisory Council (CTRAC)	
Report Period	FROM: 09/01/2016	TO: 08/31/2017

1. On a separate form (Attachment A) provide current information for RAC Officers and Executive Committee/Board as of September 1st.
2. Needs Assessments (*Provide a narrative paragraph describing how needs were identified. Give details outlining the decision-making strategy the RAC used to meet identified needs and identify patterns of regional resource distribution. For example, what kind of equipment was allocated to whom, and for what purpose? What were the number topics and attendees of education/training events? How were they evaluated? Using a table like the one shown below may assist in this process.*)

Example table:

Identified Need	Targeted Beneficiary (EMS/Hospital)	How Were These Needs Met?
Education/Training	EMS/Hospitals/FROs/first responders Mature Drivers Rural FRO	CTRAC manages Stop the Bleed trainings occurring in the region. CTRAC has hosted several CarFit events and trained several technicians to focus on driving safety for mature drivers. CTRAC is putting together EMS Education Days hosted in our most rural counties to bring training to the FROs
Equipment	Preparedness partners	Preparedness funds are continued to be used to support our regional emergency healthcare system.
Other	EMS/Hospitals General public	Continued with the Regional Trauma Registry. CTRAC IP initiatives included distribution of nightlights for fall prevention and mature driving safety.

Regional Advisory Council
(RAC)
Annual Report
Report Form

Each CTRAC Standing Committee discusses what is needed for the Region based on observation, needs assessment, and performance improvement.

3. Administrative/Operational & Clinical:

- a. How has the RAC identified all healthcare organizations in the region that might be involved in trauma, injury prevention, emergency healthcare, rehabilitation, and disaster management? What efforts did the RAC make to **maximize inclusion** of its constituents into the RAC to continue to develop an integrated trauma system?
We have established email listserves to send out information; we post information (i.e., meetings, minutes, plans, documents, etc.) to the CTRAC website. During meetings, we ask if any additional entities need to be included in our processes. CTRAC Staff personally contact any new entities to discuss their participation and get them placed on appropriate listserves. CTRAC utilizes conference calls as needed.
- b. Summarize the need for and outcomes of specially called RAC meetings. CTRAC has not called any special meetings; however, we do schedule workgroup meetings as directed by committees.
- c. Report any projected realignments of counties in trauma service area
While none are expected, the alignment of TSA L with the CTCOG boundaries would be beneficial for disaster planning/response purposes. We have been partnering with HOTRAC – TSA M a lot over the last year to maximize funding and outreach.
- d. Describe the RAC’s role with facilities within the trauma service area prior to or during trauma center designations/re-designations that occurred within past twelve months. You may also describe the RAC’s role with facilities outside the trauma service area, if applicable.
CTRAC provides guidance as requested by our facilities. Currently, the majority of our facilities have a Trauma Coordinator/Director that has been through at least one re-designation. CTRAC attends the open designation meeting when requested to provide input on the facility’s regional participation.
- e. Describe how the RAC administratively and operationally contributed to and participated in Injury Prevention initiatives within past twelve months. (*Please provide a brief summary of all injury prevention activities describing the RAC’s level of involvement.*)
CTRAC, through its Injury Prevention/Public Education Committee, has participated in the following Injury Prevention initiatives:
 - CTRAC attended the annual Bike Rodeo at McLane Children’s to support bike safety.

Regional Advisory Council
(RAC)
Annual Report
Report Form

- Distributed nightlights for senior fall prevention at various events.
- CTRAC strongly supports the Stop the Bleed initiative with regular trainings provided throughout our region and assisting with other regions as requested.
- CTRAC also began hosting CarFit events and has trained several technicians for mature driving safety.

- f. Describe the most significant findings of the RAC's SQI/Performance Improvement Committee within past twelve months. **What changed as a result of that/those findings?**
CTRAC reviews STEMI and stroke data to discuss first medical contact to treatment. While fairly in-line with state & national averages, CTRAC has determined to try lowering POV arrival method. CTRAC utilized some CVD grant dollars to post billboards. There is continued discussion of other avenues of public education to create change.
- g. To what degree were physicians in the trauma service area involved in the resolution of adverse patient care findings identified by the RAC's SQI/Performance Improvement Committee.
We have a significant number of physicians who attend our Medical Advisory Board on a quarterly basis to review PI issues. While we have not reviewed any adverse patient findings at a regional level this year, we do review case presentations for process lessons learned and best practices.
- h. Describe activities the RAC was involved in that assisted or encouraged EMS and FRO participation in the RAC within past fiscal year (e.g. teleconferencing, video/conference calls, etc.).
CTRAC changed to the time and frequency of meetings to better accommodate EMS and FRO schedules as well as adding conference call capability. CTRAC continues to keep EMS and FRO agencies knowledgeable about information at the regional and state level through listerves.
- i. Identify problems or areas of concern identified in past twelve months adversely impacting RAC operations.
FUNDING!!!! CTRAC Board of Directors continues to discuss concerns of funding decrease. There needs to be full time staff to assist our membership with certifications, designations, trainings, and injury prevention activities in order to be successful. The continued decrease of funds has caused concern for the future of the regional trauma systems and the RACs.
4. Is the information identified on Texas Secretary of State/Comptroller of Public Accounts (<https://ourcpa.cpa.state.tx.us/coa/Index.html>) website current? If not, what actions have been taken to ensure Certification of Franchise Tax Account Status

Regional Advisory Council
(RAC)

Annual Report
Report Form

(Registered Agent/Office) is current with the Texas Secretary of State/Comptroller of Public Accounts?

Yes

5. Summarize any issues/concerns that occurred in past twelve months that required technical assistance from the Office of EMS/Trauma System Coordination Group. While CTRAC has not needed formal technical assistance, the Office of EMS/Trauma System Coordination Group has provided response to questions and comments.
6. What method will the RAC utilize to ensure member organizations receive a copy of this Annual Report? Once accepted by the Office of EMS/Trauma System Coordination Group, CTRAC will post on its website.

RAC Chair

Date Submitted

Complete and attach to the Annual Report the following:

Attachment A – Officers/Board Members

Attachment B – Annual Bylaws Affidavit

Attachment C – Annual Regional Trauma System Plan Affidavit

**Regional Advisory Council
(RAC)
Annual Report
Report Form
Attachment A
Officers/Board Members**

Name	Office/Board Position	Term	Affiliation	Telephone	Email
Terry Valentino	Chair	Expires 12/16	Baylor Scott & White	254-724-8202	Terry.Valentino@BSWHealth.org
Dr. Taylor Ratcliff	Vice Chair	Expires 12/16	Baylor Scott & White	254-724-1068	Taylor.Ratcliff@BSWHealth.org
Amy Haire	Treasurer	Expires 12/17	Metroplex	254-519-8346	amy.haire@ahss.org
Chancy Lay	Secretary	Expires 12/16	McLane Children's		cholden@cmhos.org
Kelly Stowell	Immediate Past Chair	Expires 12/16	Baylor Scott & White	254-724-4115	Kelly.Stowell@BSWHealth.org
Dr. Jennifer Rasmussen	Medical Advisory Board	Expires 12/16	Baylor Scott & White	254-724-5272	Jennifer.Rasmussen@BSWHealth.org
Heidi Lavka	Hospital Care & Management/ Performance Improvement Chair	Expires 12/16	Carl R. Darnall Army Medical Center	254-288-8150	heidi.b.lavka.civ@mail.mil
Heather Barnes	EMS Ops Chair	Expires 12/16	Coryell Memorial EMS		heather.barnes@cmhos.org
Anjenette Juracek	Lead Trauma Facility Rep	Expires 12/16	Baylor Scott & White	254-724-9926	Anjenette.Juracek@BSWHealth.org
Thomas Pechal	Injury Prevention	Expires 12/16	Temple Fire Department	254-298-5682	tpechal@ci.temple.tx.us
Angie Gentry	Healthcare Coalition	Expires 12/16	Baylor Scott & White	254-724-3572	Angela.Gentry@BSWHealth.org
Susan Reinders	Emergency Management Member at Large	Expires 12/16	Milam County OEM	254-697-7060	sareinders@yahoo.com sreinders@milamcounty.net
Joy Custer	Rural Member at Large	Expires 12/17	Seton Medical Center	254-617-1170	Joy.Custer2@SMCHH.org
Dr. Jared Kennedy	Physician at Large	Expires 12/17	Seton Medical Center		Jkennedy84@hotmail.com
Ed Bandas	Community Member at Large	Expires 12/16	Belton Economic Development	210-632-2800	ed@thearmymarathon.com

Regional Advisory Council
(RAC)
Annual Report
Report Form

ANNUAL BYLAWS AFFIDAVIT
Attachment B

The RAC shall document an annual review of its bylaws. (§ Rule 157.123: Essential Criteria Defined. A.12)

RAC NAME: Central Texas Regional Advisory Council (CTRAC) has completed an annual review and/or revision of the RAC's Bylaws with a documented date of and ratified by member organizations on September 15, 2017 (Due to August meeting being cancelled: Hurricane Harvey).

Is a current copy of the RAC's bylaws available for review on the RAC's web site?
 YES NO

If NO, is a copy is attached to this report?
 YES NO

A page summarizing revisions/additions made to the bylaws this contract reporting year is attached to this report.
 YES NO

Chair

Date

Regional Advisory Council
(RAC)
Annual Report
Report Form
ANNUAL REGIONAL TRAUMA SYSTEM PLAN AFFIDAVIT
Attachment C

The RAC shall document an annual review of regional EMS/trauma system plan. (§ Rule 157.123: Essential Criteria Defined. A.12)

RAC NAME: Central Texas Regional Advisory Council (CTRAC) has completed an annual review and/or revision of the RAC's regional trauma system plan with a documented date of and ratified by approval from member organizations on July 27, 2016.

Each essential component of the plan has a revision date of:

COMPONENT	DATE
Access to the System	<u>May 24, 2017</u>
Communication	<u>May 24, 2017</u>
Medical Oversight	<u>May 24, 2017</u>
Pre-hospital Triage Criteria	<u>May 24, 2017</u>
Diversion Policies	<u>May 24, 2017</u>
Bypass Protocols	<u>May 24, 2017</u>
Regional Medical Control	<u>May 24, 2017</u>
Facility Triage Criteria	<u>May 24, 2017</u>
Inter-hospital Transfers	<u>May 24, 2017</u>
Designation of Trauma Facilities, Planning for	<u>May 24, 2017</u>
Performance Improvement	<u>May 24, 2017</u>
Regional Trauma Treatment Protocols	<u>May 24, 2017</u>
Regional Helicopter Activation Protocols	<u>May 24, 2017</u>
Injury Prevention	<u>May 24, 2017</u>

Is a current copy of the RAC's regional trauma system plan available for review on the RAC's web site?

YES NO

If NO, has one has been attached with this report?

YES NO

A page summarizing revisions/additions made to the regional trauma system plan this contract reporting year is attached to this report.

YES NO

Chair

Date