

**REGIONAL ADVISORY COUNCIL CHAIR MEETING**  
**Texas Department of State Health Services (DSHS)**  
Office of EMS/Trauma Systems - Quarterly Contract Meeting  
**Meeting Recap**

Monday, October 5, 2020  
1:00 PM

There was no physical location for this meeting

*Due to health precautions related to the COVID-19 pandemic,  
this meeting will be conducted virtually using Microsoft Teams only.*

Regional Advisory Council	Attendance		Regional Advisory Council	Attendance
RAC A, Panhandle RAC	Yes		RAC L, Central Texas RAC	Yes
RAC B, B RAC	Yes		RAC M, Heart of Texas RAC	Yes
RAC C, North Texas RAC	Yes		RAC N, Brazos Valley RAC	Yes
RAC D, Big Country RAC	Yes		RAC O, Capital Area Trauma RAC	Yes
RAC E, North Central Texas Trauma	Yes		RAC P, Southwest Texas RAC	Yes
RAC F, Northeast Texas RAC	No		RAC Q, Southeast Texas Trauma RAC	Yes
RAC G, Piney Woods RAC	Yes		RAC R, East Texas Gulf Coast RAC	Yes
RAC H, Deep East Texas RAC	No		RAC S, Golden Crescent RAC	Yes
RAC I, Border RAC	Yes		RAC T, Seven Flags RAC	Yes
RAC J, Texas J RAC	Yes		RAC U, Coastal Bend RAC	Yes
RAC K, Concho Valley RAC	Yes		RAC V, Lower Rio Grande Valley RAC	Yes

Agenda Item	Discussion
Call to Order, Roll Call, Introductions	Meeting Called to order at 1:01 PM, by Robert Friedrich
DSHS Update: EMS	Joseph Schmider, State EMS Director  Governor's wavier update

<p>EMS <i>continued</i></p>	<p>The current governors wavier will stay in place until the Governor lifts the disaster declarations. The following waivers are currently in place; Texas Administrative Code (TAC):</p> <ul style="list-style-type: none"> <li>TAC 157.11 (h) (1–6)</li> <li>TAC 157.14 (F) (1 and 2)</li> <li>TAC 157.34 (A) (3)</li> <li>TAC 157.34 (e) (2–3)</li> <li>TAC 157.33 (i) (2) (B)</li> <li>TAC 157.11 (o) (2) (A–E)</li> </ul> <p>Mental health of the workforce As we understand the mental health needs of the EMS workforce dealing with COVID 19 response, ongoing meetings are happening with DSHS/HHSC to develop a solution to offer support and education to the workforce. One of the considerations is the expansion of the “EMS Referral” hotline to add a mental health aspect to the line. More information to follow.</p>
<p>DSHS Update: Designation Programs</p>	<p>Elizabeth Stevenson, RN, Designation Program Manager</p> <p>Total Numbers of designated facilities:</p> <ul style="list-style-type: none"> <li>Trauma - 291</li> <li>Neonatal - 229</li> <li>Stroke - 172</li> <li>Maternal - 14</li> </ul> <p>The delay in surveys has allowed the designation staff to focus on application reviews and designation determinations. The maternal designations will be close to 50 in the next 6-8 weeks with more to follow. We have currently received 75 applications, which is approximately 33% of facilities currently offering maternal services. The deadline for designation is August 31, 2021. All facility surveys need to be completed prior to April 1, 2021. All applications need to be submitted prior to May 1, 2021. We would like to avoid mass submission of applications at the last minute if possible.</p>

<p>Designation Programs <i>continued</i></p>	<p>The disaster response and health concerns caused many of our facilities to postpone or cancel their on-site surveys, not only in the recent months but through the end of the year:</p> <ul style="list-style-type: none"> <li>Trauma – 32</li> <li>Stroke – 34</li> <li>Maternal – 14</li> <li>Neonatal – 2</li> </ul> <p>Several facilities were able to reschedule their surveys for a later date. One survey organization was able to continue some of their on-site surveys safely during this time.</p> <p>Due to the current situation the survey organizations brought forth the idea of virtual surveys to the program for consideration. The program has worked closely with the survey organizations in the past few months to standardize the virtual survey process. The virtual survey guidelines for survey organizations is included in this meeting’s documents for your review. We will also be distributing these guidelines to THA, TORCH and any other pertinent stakeholders. The perinatal survey organizations have all performed survey functions virtually or full survey virtually. DSHS has observed the virtual surveys and are providing feedback to the organizations to ensure the process is consistent and the integrity of the process is maintained. There have been challenges with every new process, but overall the surveys have been going well. The virtual guidelines will apply to all survey organizations. They were reviewed by multiple survey organizations including the ACS. DSHS wants to ensure that all survey organizations are evaluating facility programs consistently with the requirements.</p> <p>Stroke survey organizations are performing a virtual abbreviated survey process with facilities. If a facility is expiring and receives an abbreviated survey process, this report will be accepted, and the facility provided with a contingency survey until a complete survey can be conducted. So, you will see an increase in contingency designations for stroke facilities on the website.</p> <p>Due to the postponement of surveys, Trauma, Stroke and Neonatal facilities may apply for a designation expiration extension. The facility administration will submit a request for</p>
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<p>Designation Programs <i>continued</i></p>	<p>an extension. The extension is for 90 days and will be approved for an additional 90 days when needed. We only ask that the program manager communicate with our designation coordinators to keep us updated. Trauma and neonatal designations will continue under and extension. DSHS is working with them to ensure eligibility for Medicaid and UCC funding.</p> <p>We will be developing guidance documents for each designation program. The guidelines will assist facilities and surveyors on how to meet compliance with each requirement. They will be straight forward and consistent. The trauma guidance document will be released in approximately two weeks.</p> <p>Designation is adhering to the rules in requiring Trauma and Stroke applications to be submitted 1 year prior to expiration. We have not experienced any difficulty in receiving the RAC participation letters at this time. Currently, there is no change in this process for designation applications.</p>
<p>DSHS Update: Rules</p>	<p>Robert Friedrich, Program Specialist</p> <p>The Stroke Facility Designation Rule, 157.133 and Trauma Service Areas, 157.122 will go to the November GETAC Council Meeting. We plan to send these rules to the Rules Coordination Office (RCO) in December to begin the internal process and have a Proposed Rule Packet by February 2021.</p> <p>The Funding Rules, 157.130, EMS and Trauma Care System Account and 157.131, Designated Trauma Facility and Emergency Medical Services Account, and the Regional Advisory Councils (RACs), 157.122 are in the internal process within EMS Trauma Systems.</p> <p>The Neonatal Designation Rules 133.181 – 133.190 are currently being reviewed by the Perinatal Advisory Council (PAC). Their next scheduled meeting is November 17, 2020, 10:30 AM. If there are any edits, suggestions, concerns, please communicate those to the PAC.</p>

<p>Rules <i>continued</i></p>	<p>Elizabeth Stevenson and Jorie Klein are working on the rule resource document and a companion rule guidance document for 157.125, Trauma Facility Designation.</p> <ul style="list-style-type: none"> <li>• Question on when the companion guidance document for the Trauma rule would be available: <ul style="list-style-type: none"> <li>○ Jorie Klein, RN, Director, advised that it is near completion and plans to have it available within a couple of weeks. We will also plan to have similar documents for Neonatal, Maternal, and Stroke Designation.</li> </ul> </li> </ul> <p>Work continues on the review of the current EMS rules. A new EMS attorney started on October 1<sup>st</sup>, 2020, so internal meetings will begin again. Hopefully there will be some stakeholder meeting (webinars) over the winter to start gathering input on the first draft of the document. Before starting the official rule process there will be many opportunities for stakeholder review and input. The formal process is not expected to start before fall of 2021.</p> <p>Jorie Klein, RN, Director, reported there will be a questionnaire based on the American College of Surgeons (ACS) assessment of the Texas Trauma Systems that will be sent to the RACs.</p> <p>If your RAC General Membership Meetings for the remaining of the year and/or for 2021 are scheduled, please send those dates and/or invites to <a href="mailto:robert.friedrich@dshs.texas.gov">robert.friedrich@dshs.texas.gov</a></p>
<p>DSHS Update: Contract Management Section Update SB 500</p>	<p>Ebony White, CTCM</p> <ol style="list-style-type: none"> <li>1. Reporting Calendar Version 2: <ul style="list-style-type: none"> <li>• The calendar, was sent to all SB500 Grantees on 8/12/2020.</li> <li>• Outlines the quarter periods dates and due dates.</li> <li>• Reports will need to be sent to <a href="mailto:CMUReg.svcs@dshs.texas.gov">CMUReg.svcs@dshs.texas.gov</a>.</li> </ul> </li> <li>2. Quarterly Progress Reports: <ul style="list-style-type: none"> <li>• Qtr 1 and Qtr 2 Progress Reports:</li> </ul> </li> </ol>

Contract Management  
Section Update  
SB 500  
*continued*

- Quarter 1 (reporting period Jan – March) extension granted from April 30, 2020 to September 1, 2020.
  - Quarter 2 report (reporting period April – June), extension granted from July 31, 2020 to September 15, 2020.
- Quarterly Progress Reporting Template:
    - The Quarterly Progress Reporting Template, is to be used for the remaining Quarterly Reporting periods listed in the table below in green highlighting. If your RAC has still not submitted the Quarter 1 and Quarter 2 Quarterly Progress Reports, you may either use the Progress Report Template provided or send an email submission (only for Quarters 1 & 2) and please ensure the email submission is clearly identified as SB500 along with the reporting period. The CMS Monitoring Team is reviewing and reporting on all contract reporting. If you have not already, please submit your Quarter 1 and Quarter 2 Progress Reports as soon as possible as the deadlines have already passed.
3. Contractor’s Property Inventory Report:
- Additionally, as a reminder, the Contractor’s Property Inventory Report, is due on October 14, 2020 by Close of Business and is also reflected in the attached Reporting Calendar. This report should list inventory of equipment, supplies defined as Controlled Assets, and real property and submit an annual cumulative report of equipment and other property on HHS System Agency’s Contractor’s Property Inventory Report to DSHS Contract Oversight and Support (Email address: COSequip@dshs.texas.gov). The Contractor’s Property Inventory Report may be found at: <http://www.dshs.texas.gov/contracts/forms.shtm>.
4. Final Expenditures Report
- The Final Expenditure Report Template was sent to all SB500 Grantees on 10/07/20.
  - The Final Expenditure Report is due July 6, 2021.
  - Please use this Final Expenditures Report template if you have not already submitted your Final Expenditures Report.

	Please contact Ebony if you have any additional questions are concerns
DSHS Update: Contract Management Section Update	<p>Miyha Bailey, CTCM, Contract Administration Manager</p> <p>EMS/CO-RAC We are currently working out issues as they arise</p> <p>Miyah, contract manager, has been in communication with most if not all the RACs in regards to their contracts and any issue they may have</p> <p>FSRs templates went out last month, however there was an error in the reporting periods and due dates. An email will be sent out with the corrected information. Deliverable calendars and support documents will also be updated with the correct information and sent out to each RAC.</p> <p>Please contact Miyah if you have any additional questions are concerns</p>
DSHS Update: Budget/Funding	<p>Indra Hernandez, Trauma Systems Specialist</p> <p>See attached RAC Chairs Funding Program Update</p>
Open Forum	<p>Jorie Klein, MSN, MHA, BSN, RN, Director, EMS / Trauma Systems Section</p> <p>EMS / Trauma System Section is establishing monthly/quarterly communication directly with the RACs via Teams until we can resume the face to face quarterly meetings. Our staff would like to attend your monthly Board and General Membership meetings to answer questions and provide updates when appropriate. In addition, Elizabeth and I would like to provide information to RAC stakeholders regarding the virtual survey guidelines to ensure everyone understands the process. This will require approximately 90 minutes for the presentation and a question / answer session.</p>

	<p>The COVID response has produced uncertainty and change. You are to be commended for your leadership, endurance, and continued commitment to the communities served. Thank you for caring for Texans.</p> <p>Joseph Schmider, State EMS Director, requested a moment of silence honoring Dr. Craig Manifold for his service, dedication and commitment.</p> <p>No questions were raised during the open forum by the RAC Chairs/Executive Directors or stakeholders.</p>
Adjournment	Meeting adjourned at 2:14 PM