



## MEETING MINUTES

**Thursday, 28 January 2010**

**10:00 am until 1:00 pm**

Room #101: Emory Faculty Building Conference Room  
Atlanta, Georgia

### **CALL TO ORDER:**

Dr. Dennis Ashley, Chair, called the scheduled monthly meeting of the Georgia Trauma Care Network Commission to order in Room #101 of Emory Faculty Building Conference Room, Grady Health System Campus at 10:08 am.

<b>COMMISSION MEMBERS PRESENT</b>	<b>COMMISSION MEMBERS ABSENT</b>
Dr. Dennis Ashley Rich Bias, FACHE Linda Cole, RN Ben Hinson, EMT-P Dr. Joe Sam Robinson, Kelli Vaughn, RN Bill Moore, CEO	Dr. Leon Haley Jr. (excused) Kurt Stuenkel (excused)

<b>STAFF MEMBERS SIGNING IN</b>	<b>REPRESENTING</b>
Jim Pettyjohn, Commission Administrator	Georgia Trauma Care Network Commission

<b>OTHERS SIGNING IN</b>	<b>REPRESENTING</b>
Scott Maxwell Regina Medeiros Courtney Terwilliger Blake Thompson Kathy Segó Alex Sponseller Courtney Terwilliger Danae Gambill Josh Mackey Randy Clayton Marty Billings Rebecca Greener Jamila Pope Fran Lewis Lee Oliver Ester Yu	Mathews and Maxwell, Inc. Medical College of Georgia - Health EMSAC and Georgia Association of EMS Wilkes County EMS Athens Regional Medical Attorney General's Office GAEMS GHA GAEMS GOHS-SHSP Metro Atlanta Ambulance Service Medical Association of Georgia Children's Healthcare of Atlanta Grady Healthcare MCCG Alston & Bird

Jim Sargent	North Fulton Hospital
Kim Brown	Hamilton Medical Center
Richard Lee	Upson Regional Medical Center EMS
Marty Billings	Metro Atlanta Ambulance Service
Kesia Cobb	DCH/EPR
Betsy Kagey	DCH/EPR
Kelly Nadeau	DCH/EPR
Renee Morgan	DCH/EPR
Billy Watson	DCH/EPR
Dr. Pat O'Neal	DCH
Christopher Dente	Emory University
Tanya Simpson	Doctors Hospital, Augusta
Karen Swim	Doctors Hospital, Augusta
Michelle Williams	Alston & Bird
Wayne Gauntt	Peach State Ambulance
Jim Barber	MAG
James Olson	Peach State Ambulance
Rachel Duke	GTRI
Bambi Bruce	Walton Regional Hospital
Grace Rozycki	Grady Hospital
Michael Polak	Memorial University Health
Carolyn Aultman	Wellstar

**CALL TO ORDER AND CHAIRMAN'S REPORT AND ANNOUNCEMENTS**

Dr. Ashley recognized Commissioner members present

Dr. Ashley welcomed the Commission members and guests and convened the meeting.

**ADMINISTRATIVE REPORT**

Copies of the January 2010 administrative report were available to the attendees and report was sent in electronic format to the members of the Commission prior to the meeting. Mr. Pettyjohn gave an overview of the highlights and said that the entire document would become part of the minutes. All handouts and information referenced by Commission members is included in the Administered Report. *(Administrative report will be posted to [www.gtcnc.org](http://www.gtcnc.org) once meeting minutes approved.)*

**APPROVAL OF THE MINUTES OF THE 19 NOVEMBER 2009 MEETING**

The draft minutes of the 19 November 2009 meeting were distributed to Commission prior to the meeting via electronic means and are also available to members in printed form.

**MOTION GTCNC 2010-1-01:**

**I move that the minutes of the 19 November 2009 meeting of the Georgia Trauma Care Network Commission be approved as presented.**

**MOTION BY:** Dr. Robinson

**SECOND BY:** Linda Cole

**ACTION:**

The motion ***PASSED*** with no objections, nor abstentions. *(Approved minutes posted to [www.gtcnc.org](http://www.gtcnc.org))*

**QUORUM:**

Dr. Ashley, after consulting with Mr. Alex Sponseller of the Office of the Attorney General, declared a quorum present for the meeting.

**SECRETARY/TREASURER’S REPORT: FY2011 BUDGET DISCUSSIONS**

Ms. Cole presented the Treasurer’s report on the FY2010 budget, covering the period of 1 July 2009 through 31 December 2009. As of the end of the reporting period, there are \$10.7 million remaining in the budget.

Ms. Cole introduced the proposed FY2011 budget based on a budget total of \$23 million. She reviewed each line item of the 12-month Trauma Commission Operations budget overview, and asked for any suggested revisions. Mr. Hinson recommended moving the “Regionalization” line item out of the “New Projects and Contracts” category into a new category to be created to better represent the purpose of regionalization.

Ms. Cole made the following motion:

**MOTION GTCNC 2010-1-02:**

**I move that the Commission begin development of a contract with Jim Pettyjohn for position a Trauma Commission administrator, to include provision for the administrator whether contract is developed through DCH or through GTCNC as an attached agency.**

**MOTION BY:** Ms. Cole  
**SECOND BY:** Ben Hinson  
**ACTION:**

The motion ***PASSED*** with no objections, nor abstentions. Dr. Ashley asked Dr. O’Neal to proceed with developing the contract.

**GTCNC SUBCOMMITTEE UPDATES**

➤ **PILOT PROJECT UPDATE:**

Ms. Cole drew the Commission’s attention to the Trauma Communication Center portion of the FY2011 budget, noting that the \$1.2 million figure for “Communications Center Software” was greater than the Commission’s original cost expectation. She advised the Commission that this estimate may exceed actual cost. The RFP for this software could be released as early as March through DCH. Linda emphasized that the Trauma Communications Center is seeking to minimize operating costs by sharing facilities with an existing state facility, as discussed at a meeting hosted 1/22 by Randy Clayton of the Governor’s Office of Highway Safety. She also emphasized the versatility of the Trauma Communications Center for both medical emergencies and state emergency preparedness.

Ms. Cole presented a drafted contract to be considered between the GTCNC and EMS Region Five as an agreement to carry out components of a pilot project as specified within the document. She requested that the Commission provide comments on the document before the next Commission Meeting.

Ms. Cole reported on the list of payments ( report provided to Commission form OEMS/T) to EMS services for ambulance awards and Trauma Centers and the status of those expenditures. Ms. Morgan inquired as to what should be done by a Trauma Center that had unspent grant money due to savings on planned purchases. Mr. Pettyjohn replied that the money could be used toward the next as-yet unfunded line item as listed in the Trauma Center’s original grant budget. Dr. Ashley referred the issue to Kurt Stuenkel’s subcommittee Trauma Center Capitol Grants Subcommittee to determine precedent should this question arise again at a later time.

➤ TRAUMA CENTERS/PHYSICIANS FUNDING SUBCOMMITTEE:

Ms. Vaughn reviewed each line item of the Trauma Center/Physician allocation of the proposed FY2011 budget on behalf of Dr. Haley. Mr. Bias inquired as to what would be done with the PBP share of allocations to Trauma Centers that do not meet the PBP criteria to qualify them for the performance-based portion of the payment. The likely solution will be to reallocate the PBP dollars to hospitals that did meet the PBP criteria.

Ms. Vaughn yielded the floor to Mr. Pettyjohn to explain the New Trauma Center Startup Grants Program FY 2010 Application. Candidates for funding under this grant program must submit their application by April 1<sup>st</sup> (application and grant guidance available on [www.gtcnc.org](http://www.gtcnc.org)). Hospitals that have received designation between 30 June 2009 and 01 February 2010 are also eligible to apply for the grant. Grant awards will be formally considered at a later Trauma Commission meeting. Additionally, there are only a few weeks between the award date (April) and the end of the fiscal year. A provision should be made (potentially encumbrance) to ensure that the dollars won't be lost if contracts are not signed by the end of the fiscal year.

Ms. Vaughn then yielded the floor to Mr. Moore. Mr. Moore explained that in the optimistic scenario more hospitals will apply for the Trauma Center Startup Grants than the Commission can fund, therefore he is putting forward a proposed statement of funding priorities for the Grants Program and Commission funding policies going forward. Mr. Moore read the following statement:

"The Georgia Trauma Care Network Commission ("GTCNC") is committed to stabilize, strengthen and thus maintain Georgia's existing trauma centers and expand the number of trauma centers, based upon need, strategically across the State.

Beginning FY 2011, when determining whether to fund a new trauma center, GTCNC will give consideration to: 1) a hospital's historic participation in providing trauma care to its community; 2) degree of satisfaction of applicable trauma Level designation standards; and, 3) the hospital's geographic location within the State.

To determine the strategic need and therefore funding for additional trauma centers, GTCNC will give consideration to some or all of the following: 1) the location of and distance between proposed trauma center and the nearest existing trauma center; 2) the demographic density of the population to be served; 3) level of community support; and, 4) the commitment to trauma care and system participation exhibited by the affiliated hospital.

GTCNC reserves the right not to fund any new state designated trauma center if, in the opinion of GTCNC, said trauma center does not demonstrate need based on the criteria listed above.

**MOTION GTCNC 2010-1-03:**

**I move the Commission adopt the Trauma Center Funding Statement.**

**MOTION BY:** Mr. Moore  
**SECOND BY:** Dr. Robinson  
**ACTION:**

The motion ***PASSED*** with no objections, nor abstentions

**MOTION GTCNC 2010-1-04:**

**I move the Commission approve the New Trauma Center Grants Program and application and guidance.**

**MOTION BY:** Ms. Vaughn  
**SECOND BY:** Ms. Cole  
**ACTION:**

The motion **PASSED** with no objections, nor abstentions

- **GOVERNMENT AFFAIRS SUBCOMMITTEE & EMS STAKEHOLDER GROUP:** Mr. Hinson announced that the Governor intends to allot the Trauma Commission a budget of \$23 million.
- **EMS Stakeholders Group:** Mr. Hinson announced that MCG has opened their on-campus heliport. The heliport was funded through the GTCNC Trauma Center Capital Equipment Grants program of last year (FY 2009). Mr. Hinson announced that the EMS Vehicle Equipment Replacement Grants Program FY10 application would be available 7 February 2010 through 7 March 2010. In a recent discussion with EMS stakeholders it was determined to prioritize the grant awards in this fiscal year for EMS services that had not received replacement ambulances last year. This year, an EMS service can submit a maximum of three applications and can receive a maximum of three ambulances. Mr. Hinson moved to accept the Grants Program administration process with two amendments: 1) to decrease by 20% the score of any EMS service that received the grant last year; and 2) to limit the number of applications and awards per service to three.

**MOTION GTCNC 2010-1-05:**

**I move the Commission accept the FY2010 EMS Vehicle Equipment Replacement Grants Program administration process as amended.**

**MOTION BY:** Mr. Hinson  
**SECOND BY:** Dr. Robinson  
**ACTION:**

The motion **PASSED** with no objections, nor abstentions

Mr. Hinson went on to describe a recommendation he would like to offer that the Commission develop a sole source or sole brand contract with GAEMS to provide the deliverables passed by the Commission when FY 2010 Budget was approved. That contract would be for approximately \$ 676,900 and will include: \$338,450 for First Responder Training programs and \$338,450 to develop a program for the distribution of trauma related equipment to 911 zone ambulance services. More details of contract are contained in administrative report.

**MOTION GTCNC 2010-1-06:**

**I move the Commission instruct DCH to contract with GAEMS as a sole source vendor for development of a first responder-training program.**

**MOTION BY:** Mr. Hinson  
**SECOND BY:** Mr. Moore  
**ACTION:**

The motion **PASSED** with no objections, nor abstentions

Regarding the AVL project, Mr. Hinson announced that an "Intent to Award" has been issued in favor of InMotion Technology. He also announced that the first AVL installations would take place in EMS Region Five within the context of the Pilot Project for Georgia Trauma System Regionalization. GEMA will contract with GTRI (approximately \$1.8 million) to continue the AVL work that the Commission has sponsored thus far. That contract will include consultation hours

Approved: 18 February 2010

by GTRI staff to provide Commission support re Trauma Communication Center development and statewide trauma system regionalization activities.

**MOTION GTCNC 2010-1-07:**

**I move the Commission direct GEMA to contract with GTRI to continue work in support of the activities of the Trauma Commission.**

**MOTION BY:** Mr. Hinson  
**SECOND BY:** Ms. Cole  
**ACTION:**

The motion **PASSED** with no objections, nor abstentions

- **GEORGIA TRAUMA CARE ECONOMIC PROFILE SUBCOMMITTEE & GEORGIA COMMITTEE FOR TRAUMA EXCELLENCE:** Ms. Vaughn announced that all Trauma Centers participated in the Readiness Cost Webinar and Readiness Cost Summit as required by PBP criteria. The trauma coordinators at each Trauma Center have received surveys from Bishop and Associates. Coordinators were required to confirm receipt of these surveys which are due back to Greg Bishop of Bishop and Associates by 5 February 2010. Mr. Bishop and Ms. Vaughn will meet again before Ms. Vaughn takes the survey findings to the Trauma Centers/Physicians Funding Subcommittee.

**DCH OEMS/T REPORT AND GTCNC PROCUREMENTS AND CONTRACTS UPDATE REPORT**

Dr. O'Neal provided an update on FY 2010 Budget Procurements and Contracts.

**MOTION GTCNC 2010-1-08:**

**I move the Commission issue hospital contracts as they were distributed on 25 January 2010, to be amended with PBP language at a later date.**

**MOTION BY:** Ms. Vaughn  
**SECOND BY:** Ms. Cole  
**ACTION:**

The motion **PASSED** with no objections, nor abstentions

**LAW REPORT:** Mr. Sponsellor provided a legal opinion on two questions put before him by the Commission. First, whether a Revised SB 156 would change the role of Regional Emergency Medical Services Councils in assisting the designation of trauma centers. Second, whether the rule-making authority that would be given to the Commission in Revised SB 156 would be subject to final approval by the Board of Community Health. That opinion is contained in a letter and part of the administrative report.

**OTHER BUSINESS:** There was no other business offered.

**NEXT MEETING:** The next Trauma Commission meeting will be 18 February 2010. Further details will be announced.

**MEETING ADJOURNED:** Hearing no call for additional business or concerns for the Commission to address, Dr. Ashley declared meeting adjourned at 1:12 pm.

Minutes crafted by Rachel Duke and Jim Pettyjohn.