



Stock Epinephrine Advisory Committee

Texas Department of State Health Services

Brown Heatly Building – Room 3501

4900 North Lamar Blvd

Austin, TX 78751

Friday, February 3, 2017

10:00 a.m.

Meeting Minutes

Members Present:

Karen Schwind, BSN, RN

Jannifer Fulbright, BSN, RN

Douglas Jeffrey, MD

Carla Davis, MD

Wesley Stafford, MD

Drew Bird, MD

Pooja Varshney, MD

Louise Bethea, MD

Erika Gonzalez-Reyes, MD

Theodore Freeman, MD

Members Absent:

None

Staff Present:

Anita Wheeler, Texas Department of State Health Services

Yahitza Nuñez, Texas Department of State Health Services

Crystal Beard, Texas Department of State Health Services

Guests Present:

None

Agenda item 1 was the call of the meeting to order at 10:01am by Dr. Davis and the introduction of members, guests, and staff. Members and staff introduced themselves to each other. There were no guests present.

Agenda item 2 was the approval of the agenda for the February 3, 2017 Stock Epinephrine Advisory Committee (SEAC). A motion to approve the agenda was made by Dr. Freeman. The motion was seconded by Dr. Bethea and passed.

Agenda item 3 was the approval of the minutes from the October 28, 2016 SEAC meeting. A motion to approve the minutes was made by Dr. Freeman. The motion was seconded by Ms. Schwind and passed.

Agenda item 4 was the review of the Stock Epinephrine Advisory Committee Recommendation Worksheet. Mrs. Wheeler stated the worksheet outlined whether each

topic included on the worksheet will be included in rules or in an implementation guidance document. Mrs. Wheeler stated that specific requirements will be in rule and best practice recommendations will be in the implementation guidance documents.

For storage and maintenance of auto-injectors:

- 1) There was general agreement that if a district with limited financial resources adopts an unassigned epinephrine auto-injector policy, each campus should, in most cases, acquire an adult dose.
- 2) The implementation guidance document should encourage campuses to acquire both adult and child doses if possible.
 - a. Concern of the costs associated with acquiring unassigned epinephrine auto-injectors was noted.
 - b. There was also concern regarding the security of the unassigned auto-injectors.
- 3) Ms. Fullbright stated that Automated External Defibrillators (AED) in her school district are checked monthly. Ms. Wheeler stated that the current rule draft requires a monthly check of the unassigned auto-injectors.
 - a. There was general agreement that the person assigned to check the AED should also check the auto-injector supply concurrently.
 - b. There was discussion regarding creating a guidance document to encourage campuses to check weekly that all unassigned epinephrine auto-injectors are accounted for and in their designated location(s).
 - c. The designated locations of the auto-injectors will vary and will depend on the layout of each campus. There was general agreement that the implementation guidance document will encourage campuses to store the unassigned auto-injectors with the AEDs.
- 4) SEAC recommended that the disposal of auto-injectors should align with current waste disposal guidelines. The implementation guidance document should address other disposal methods for specific epinephrine auto-injector brands.

For training of school personnel:

- 1) The committee agreed that the training must cover the topics outlined in statute and must include a skills test.
 - a. The implementation guidance document should encourage districts to include the auto-injector training with the AED/Cardiopulmonary Resuscitation training.
 - b. The guidance document could also list possible trainers and professional organizations who may be able to provide the training and/or skills test.
 - c. There was also discussion over the reporting method to DSHS and available software. The committee requested seeing a screenshot of the online form once it is created. The online form will include all of the requirements from the statute.
- 2) For a plan for one or more school personnel or volunteers trained in the administration of auto-injectors, Ms. Wheeler stated that the Government

Affairs office has reached out to the author of Senate Bill 66, Senator Hinojosa, for clarification of the phrase "all hours the campus is open". Rule language will be developed based on the discussion with Senator Hinojosa.

Agenda item 5 was the discussion about the development and possible action of committee recommendations related to: the number of epinephrine auto-injectors available at each campus; the process for each school district and open-enrollment charter school to check the inventory of epinephrine auto-injectors at regular intervals for expiration and replacement; the amount of training required for school personnel and school volunteers to administer an epinephrine auto-injector and by whom; and the number of school personnel members or school volunteers trained and available in the administration of an epinephrine auto-injector to be on each school campus.

1. The number of epinephrine auto-injectors available at each campus; it was suggested by the committee that each school who adopts a policy should acquire at least one pack (2 doses) of adult epinephrine auto-injector. The implementation guidance document will encourage campuses to also acquire a children's pack (2 doses) if appropriate for the campus's population. The guidance document will also encourage campuses to acquire multiple packs if the campus deems it necessary, based on the specific number of students at each campus. One pack (2 doses) of adult epinephrine auto-injectors per campus will be the minimum requirement.
2. The process for each school district and open-enrollment charter school to check the inventory of epinephrine auto-injectors at regular intervals for expiration and replacement; it was suggested by the committee that the school district superintendent or open-charter school administrator will designate the employee who will routinely check the supply of epinephrine auto-injector and will log their findings monthly. An implementation guidance document will encourage campuses to check that all unassigned epinephrine auto-injectors are accounted for and in their designated location(s) on a weekly basis.
3. The amount of training required for school personnel and school volunteers to administer an epinephrine auto-injector and by whom; it was suggested by the committee that the training must meet the statutory requirements and include a skills test. The length of the training time may vary.
4. The number of school personnel members or school volunteers trained and available in the administration of an epinephrine auto-injector to be on each school campus; it was suggested by the committee that each campus must train at least one school personnel or volunteer and ensure that at least one trained person is on campus all hours the campus is open. OGA is contacting Senator Hinojosa to determine the definition of "all hours the campus is open". An implementation guidance document will encourage districts to train multiple or all school personnel so that someone trained will be on campus at all times.

The meeting recessed at 11:46am for lunch. The meeting went back into session at 1:01pm.

Ms. Wheeler-Hill discussed a list of possible questions to ask school districts regarding unassigned epinephrine auto-injector policies. A motion was made by Dr. Freeman to submit the list of questions to districts. The motion was seconded by Dr. Stafford and passed.

Agenda item 6 was the discussion and possible action regarding the rule process and the latest draft of the stock epinephrine rule language. Ms. Nuñez stated that the Texas Health and Human Services Commission (HHSC) rule process is still in development. The HHSC Executive Council will meet on February 24, 2017 and will set future meeting dates at that time. More information about the rule process will be known after the meeting on the 24th.

Ms. Wheeler briefly discussed the latest draft of the rule and noted that the draft will need to be updated based on discussions from today's meeting. Ms. Wheeler also stated that the draft will be shared with stakeholders for informal feedback before it is presented to the HHSC Executive Council.

Agenda item 7 was the update on the reporting method to the Department of State Health Services for the administration of epinephrine auto-injectors. This topic was discussed during item 5. Dr. Davis asked that wording reminding districts to replace the used auto-injector be added to the reporting webpage so that districts are reminded to promptly replace the used unassigned epinephrine auto-injector. Ms. Wheeler stated that wording will be added to the webpage.

Agenda item 8 was the discussion and possible action regarding the next SEAC meeting date, including future agenda items. The next meeting date will be April 7, 2017.

Future items include:

- Discussion on the feedback provided by stakeholders
- Discussion on the revised rule draft
- Discussion on the used auto-injector online reporting form

Agenda item 9 was public comment. There was no public comment.

Agenda item 10 was adjournment. The meeting adjourned at 1:39pm.

Approved at the April 7, 2017 Stock Epinephrine Advisory Committee meeting