

**CONCHO VALLEY RAC-TSA-K
BOARD OF DIRECTORS MEETING
April 20, 2010**

Shannon Medical Center

I. CALL TO ORDER

Eddie Martin, Chair, called the meeting to order at 1840.

II. ROLL CALL: Jeanette Jacobs

PRESENT:

Ballinger Memorial Hospital	
Ballinger Memorial Hospital EMS	Caroline Priddy
Big Lake VFD EMS	
Brady-McCulloch EMS	Lynne White
Christoval VFD FRO	Della Messer
Concho County Hospital	
Crockett County EMS	Eddie Martin, Chair
East Coke County EMS	Steve Salmon
Eden Ambulance Service	
Heart of Texas Memorial Hospital	Melissa Hail
Irion Co EMS	Leon Standar
Kimble County EMS	Janice Johnson
Kimble County Hospital	Teena Hagood
Lillian M. Hudspeth Memorial Hospital	Keith Butler
Mason Ambulance Service	
McCulloch County FRO	
Menard EMS	
North Runnels EMS	Larry Collom
North Runnels Hospital	Bobbie Collom
Reagan Memorial Hospital	Tina Clark, RAC Treasurer
San Angelo Community Medical Center	
San Angelo Emergency Corp. EMS-FRO	Sherry Moore
Schleicher County Volunteer EMS	T. J. Rodriguez
Schleicher County Medical Center	Pearl Vinlove
Shannon Air Med 1	
Shannon Medical Center	Matthew Berry
Sterling County Volunteer EMS	
Sutton County EMS	Rose Butler
West Coke County EMS	Jeanette Jacobs, RAC Secretary
RAC Coordinator	Daniel Updike

GUEST:
Pat Campbell-DSHS, Burton Berry-DSHS, Nichole Gonzales-COG

III. Guest Speakers:

1. Pat Campbell: EMS Providers renewal licensing 10/31/10. a meeting will be set for May 11th before BOD monthly meeting to go through and explain information needed to renew your license. The time and place will be posted on the list server. Pat reminded everyone of the Town Hall meeting in Midland at 1:00.
2. Danny reported extra Incident Command Systems booklets are available also a few Hazardous Material Training Courses FY2010 booklets to be handed out to those who want them.
3. Burton Berry: Reported he will have the CD with after action review and other supporting material at the next meeting.
4. Nichole Gonzales had no report
5. Gary with Southwest Medivac stated they would like to join and participate with RAC-K. Proper forms will be email to him by Eddie.

IV. APPROVAL OF MINUTES FROM LAST MEETING:

Keith Butler moved to approve the minutes of the last meeting with correction trunking instead of tracking. Mathew Berry seconded the motion. The motion carried.

V. COMMITTEE REPORTS

A. EXECUTIVE COMMITTEE: Eddie Martin

1. Did not meet.

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B. FINANCIAL COMMITTEE: Tina Clark

1. Did not meet.
2. Danny reported there has been a change in the person working with our accounting at ORW. There has been some changes in the disbursements this last month. There will be some adjustment made in the HPP contract with DSHS. Everyone was directed to view page 7 as to these adjustments.
3. Page 5 in the monthly packet list the disbursements for April. Danny reviewed the following disbursements:

Danny Updike	\$20.07	Office Supplies
Burton Berry	\$200.68	reimb. Supplies/Disaster Drill
Century Trailer	\$10,835.00	remaining on new trailer/should be here in the May
Southeastern Emerg.	\$1,495.25	AED for old trailer
Danny Updike	\$11,215.43	Breakdown reimbursements:
		\$5000.00 Deposit on new trailer
		\$2414.80 repairs to old trailer
		\$1618.97 Generator for trailer
		778.26 disaster drill/La Grand Center
		\$393.02 travel HPP monthly mtg.
		829.75 Amer. RV (cords, adaptor, etc.)
Danny Updike	\$106.50	meals/travel

All other expenses in the report were monthly bills.

Mathew Berry moved we accept the financial report and pay the bills. The motion was second by Keith Butler. The motion carried.

C. HOSPITAL/EDUCATION COMMITTEE: Keith Butler

1. Did meet.
2. Keith reported they paid three AAAM Injury Scoring Course registrations – Heart of Texas Memorial Hosp., Lillian Hudspeth Hosp. & Schleicher County Medical Center.
3. The Committee discussed further the Comprehensive Advance Life Support Course funded thru State Dept. of Rural Affairs. This will be a \$25,000.00 course up to 24 people. Keith will send out on the list server more information with attachments.
4. Stethoscope for Dummies: This will be in two parts, morning Stethoscope for Dummies and evening Capnography, 4 hours for each. There will be two days held at Shannon. Notification will be sent out and everyone is invited to attend. It has been approved out of the Education Committee.
5. There was \$3000.00 set aside for CEN review courses and are now available thru Critical Concept to do a CEN course here in the Concho Valley RAC K. The Committee made a motion to appropriate \$5000.00 to pay for 20 CEN reviews and being brought to the Board as a motion for approval by Keith Butler. The motion was second by Melissa Hale. The motion carried. These funds will need to be spent by the end of July. Information will be sent out on the list server.
6. Approval of up to \$5000.00 for the 16th Annual Trauma Symposium put on by the National Trauma Institute. It will be August 30 thru Sept 1 in San Antonio. A motion was made by the Committee to allow not exceeding \$600.00 per entity. There is a \$5000.00 cap, first come first served, so registration notifications must be reported Via email to Keith as to how they will be counted for funding. Cut off date is next meeting. Keith presented to the board as a motion for approval. The motion was second by Larry Collom. The motion carried.
7. The Committee will meet next month.

D. PRE-HOSPITAL/INJURY PREVENTION COMMITTEE: Rose Butler

1. Committee did not meet. Will meet next month to stay in compliance.
2. Project is due by August 2nd.

E. HPG COMMITTEE; Mathew Berry

1. Did not meet
2. Danny reported on changing of our contract
3. The State has sent out the new guidance for next years HPP Grant. No break downs have been received at this time.

F.PI COMMITTEE: Matthew Berry

1. Did not meet.
2. First Quarter for 2010 due April 30th. Monthly Packet page 13 reveals information for those who have or have not sent in reports. Also, Eddie Martin reported a list has been sent out for those who

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have completed the Stroke report. Reminding everyone these reports have to be completed and sent in to Matthew to stay in compliance.

3. **Concern form:** If anyone has a concern needing to be addressed please fill out and send in to Matthew.

G. AIR MED COMMITTEE: Heather Tiftickjian

1. **Did not meet.**

H. MEDICAL OVERSIGHT COMMITTEE: Dr Flynn

1. **No report**

I. STROKE COMMITTEE: Sherri Willock

1. **Did not meet.**
2. **Noted by Eddie Martin the PI Stroke report is a separate report from the PI Trauma report and needs to be completed and sent in. Information on page 11 & 12 in monthly packet.**

J. CVRAC COORDINATOR: Danny Updike

1. **Attendance sheet in packet on page 16. To check for compliance look at the last 12 meetings and figure 50%.**
2. **Page 15 Request for information. Review your status at this time and send reports needed to Danny.**
3. **MURT System- requesting information/training. We actually get a full free day of training from the company. Recommended to do this and need as many people we can invite. It will be July before they can come. Danny will set up and let everyone know. Danny suggested it takes about four hours and suggested to do twice that day, meet and go over any RAC business needed.**
4. **Reminder next month meeting May 11th.**
5. **PLEASE DO NOT USE THE OLD LIST SERVER. Send information to be sent out to Danny or Eddie and they can send it on out to everyone.**
6. **End of year Tobacco funding due soon. Start getting your invoices ready. Could be \$3000.00 to \$3500.00.**

VI. OPEN ISSUES:

- A. **No report**

VII. NEW BUSINESS:

VIII. OTHER BUSINESS:

- A. **Mary Wilson with SACMC attended the meeting. Member was unable to be counted due to notification time. One must notify in writing new entity representative.**
- B. **GTAC – Next month/State Wide assessment, 9 surveyors. Changing whole format.**

IV. ADJOURNMENT: 1925

Carolyn Priddy moved to adjourn seconded Keith Butler. Motion carried.

Respectfully Submitted by Jeanette Jacobs, RAC Secretary