

**BIG COUNTRY REGIONAL ADVISORY COUNCIL  
EXECUTIVE MEETING MINUTES  
6/19/2024**

Roll Call: See Sign in Sheet for Attendance

A quorum was present. Meeting called to order by Russel Thomas at 1:37 pm

Minutes of June 19, 2024 meeting approved as posted on website on motion by Kelly Batangan; second by Chase Jarvis, all in favor, none opposed.

EMS RAC	\$ 19,867.08
EMS County	\$ 22,367.55
Tobacco	\$ 5,719.42
SB8	\$ 127,422.26
Dues Account	\$ 3,133.97

**GRANT REVIEW**

**EMS County** – All invoices and proof of payments have been received and the final payments are pending clearing the bank. This will zero out this account

**EMS RAC** – Finally equipment reimbursement checks are being mailed. This program was very successful and provided equipment to many of the RAC members. This funding will be available again next year and consideration should be given to a similar project that benefits the membership.

This grant continues to be used for administrative purposes.

**RAC Development** – There will be some money left from the RAC Development grant. Injury Prevention and Education committee will meet today to make recommendations for the final expenditures.

*Reminder: The BCRAC has the following items available to members: Rescue Me tags, thermometers, file of life magnets, STEMI/Stroke magnets, fire extinguishers, CO monitors, night lights, grabbers, non-slip socks, child ID kits, STB kits, De Chokers and Bike Helmets*

**SB8** – Currently paid out \$671,779.93

43 Basic EMT (3 have withdrawn – 1 has committed to repayment and started but has not paid recently and 1 is paid in full 1 has not responded  
4 have requested and been approved for extensions

22 AEMT (5 have withdrawn – 2 have committed to repayment and are currently repaying, 1 recently responded to repayment, 2 have not responded  
1 has requested and been approved for extensions

58 Paramedic (5 have withdrawn, 1 has been repaid in full, 2 have not responded to repayment, 1 has committed to repayment but no payments yet and will 1 has not responded  
8 have requested and been approved for extensions

**\*\*\* EMS Sponsor is responsible for reporting progress, success, hours worked or Termination monthly**

Motion to approve the Financial and Grant Review by Jimmy Bryant; second by Tammy Hamilton; all in favor, none opposed.

**Bylaw Review** – Committee has been reviewing the bylaws and submitted the below recommendations. These recommendation will be presented to the General Assembly

Remove Standing Committee 9.6 Education and Public Information Committee

Voting Member Qualifications

Add:

4.2.4 I. Hospitals and licensed EMS providers will submit completed performance improvement reports quarterly. First Responder Organizations (FRO) that do not transport would be exempt from this section.

1. *The Performance Improvement committee may request that the quarterly report due dates be changed to better utilize the data submitted.*
2. *Any change to the due dates must be approved by a majority of members present during a regularly scheduled general assembly meeting.*

Clarify if needed:

4.2.4.H. Participation on **EMSystem** which is to be updated daily by the lead facilities, **Hendrick Medical Center North and Hendrick Medical Center South**. All other First Responders, **EMS Services**, and hospitals will update at least weekly, or as requested by RAC-D or EMSystem requirements  
*EMSystem needs to be changed to EMResource per Executive comment  
EMSystem will be changed to EMResource and Hendrick North and south will be changed to Hendrick Health System*

9.1.4 Standing committees will consist of *members assigned by the Executive Coordinator; and the Chair of each committee will be an Executive Committee member on each committee.* The Trauma Performance Improvement Committee will include at least one **(1) representative each from Hendrick Medical Center North and Hendrick Medical Center South**. The EMS/Pre-Hospital Committee is an exception to this section. *The chair of each committee is responsible for recording minutes of committee meetings and reporting to the General Assembly meeting.*  
*Does this have to be a voting member? YES per Executive but after discussion with the Executive Committee it was recommended to change the word “and” to “or”  
“and” will be changed to “or”*

Motion to approve the By-law Review by Jimmy Bryant; second by Jonathan Galinak; all in favor, none opposed.

## Committee Review – SEE ATTACHED MINUTES FROM EACH COMMITTEE

**STEMI –**

**Stroke –**

**Performance Improvement** - PI reports were prepared for the PI committee to review based on the new reporting dates. Having the reporting periods end the month preceding the GA meetings will allow for immediate attention and action to be taken without delay .

Reminder PI reporting dates have been changed to:

Dec, Jan, Feb	Due March 31
Mar, April, May	Due June 30
June, July, Aug	Due Sept 30
Sep, Oct, Nov	Due Dec 31

\*\* PI is tied to compliance. Based on the above changes, PI will not be considered late until the December 31, 2023 reporting period.

New field has been added to the Membership application to capture the person responsible for reporting PI per facility. An email will be sent to the identified email at the beginning of each reporting month containing the survey link. If a member uses this link to complete the survey, a confirmation email will be send upon completing the survey. In addition, several reminders will be sent throughout the month showing what PI reports have been received and at any time, a member can request to know if their PI report is showing to be received.

The New Hospital PI was implemented during this reporting period

**Hospital –**

**Budget/Finance** – Start thinking about how to and what to allocate money on next year (education, supplies, injury prevention, etc)

- Consideration for: discussing pediatric readiness with the other regional pediatric emergency care coordinators, a few of the RACs are purchasing pediatric mannequins for each facility that participates with the RAC for educational supplies to practice pediatric simulations. Sally Snow reported she can get them for around \$1,700 and can be interactive (can intubate, practice IOs)
- New field added to the membership application for each member to indicate what education would benefit their service. During Octobers meeting this will be reviewed and the RAC will work towards implementing the most requested education during next FY
- \$40,000 was allocated to maintaining injury prevention/fall prevention and education materials

*Recommended and Approved to purchase 5 STB trainers and pediatric manikins for each hospital*

**Pediatric –** Pediatric manikins for each hospital see Education and Injury Prevention

Motion to approve the Committee Review by Kelly Batangan; second by Sarah Alvarez; all in favor, none opposed.

## Open Forum:

- Elections will during the GA meeting.  
One nomination was received for Chair: Aaron Maxwell

Current members of the Executive Board up for election

Chair – Russel Thomas

Secretary – Sarah Alvarez

Hospital Rep – Lexie Feist

Hospital Rep – Sheila Kuehler

Hospital Rep – Chancy Pickett (did not wish to continue on Executive, Kinis Voss was nominated)

EMS Rep – David Allman

EMS Rep – Aaron Maxwell

*Elections were held at the conclusion of the General Assembly Meeting. Anyone in attendance that was not the voting member was asked to exit the meeting. Roll was called according to the designated member or alternate and ballots were handed out. Once all ballots were turned in Sarah Alvarez, Secretary and Marlee Puckett, Executive Director counted the ballots. Russel Thomas retained Chair position.*

- Significant Change to HIPAA Regulations related to Law Enforcement Administrative Requests
- Critical Incident Stress Management Discussion/implementation was discussed and will be reviewed to develop a committee to handle CISM in the BCRAC area
- Reminder all required documents and dues (\$200) are due starting 9/1/2024  
All forms are available via survey monkey on the RAC website at [www.bigcountryrac.org](http://www.bigcountryrac.org) under the Required Documents tab
- New form added to the website for updates and changes to the voting member and/or designated alternate. As members notify the office of changes to the voting member or designated alternate, the office will direct members to make the changes through the form on the home page of the website or on the required documents page.
- Citizens EMS will host Open House on August 3

Meeting adjourned at 2:51 on motion made by Sarah Alvarez, second by Jimmy Bryant; all in favor, none opposed.

Respectfully submitted,  
Marlee Puckett, Executive Director



Provider	Committee	PRINTED Member Name	Signature
Ahliene Fire Department	Injury Prevention and Education	Jake Fullerton	
Ahliene Fire Department FRO	Injury Prevention and Education	Justin King	
Air Evac Lifesaver 63	Finance	Marc Elliott	
Air Evac Lifesaver Eastland	Stroke	Brian Holliday	
Citizens Emergency Medical Service, Inc.	STEMI	Kellie Beckwith	
Coleman County Medical Center	Hospital	Chadman Abbott	
Comanche County EMS	Hospital	Rachel Sabre	
Comanche County Medical Center	Injury Prevention and Education	Spencer Thompson	
Comanche County Medical Center	Performance Improvement	Selamy Colson	
CROSS PLAINS EMERGENCY MEDICAL SERVICE	Budget and Finance		
Dublin EMS	STEMI		
Eastland Memorial Hospital	Hospital	Kylyn Graves / Robin Tice	
Eastland Memorial Hospital EMS	STEMI		
Eula VFD	Injury Prevention and Education		
Fisher County Hospital	Performance Improvement	Danathan Gagliardi	
Fisher County Hospital District EMS	Performance Improvement	Danahy H. Whitham	
Fisher County Hospital District EMS	Stroke	Chris Parks	
Hamlin EMS	Stroke	Scott Poles	
Haskell County Ambulance Service, Inc.	Injury Prevention and Education		
Haskell Memorial Hospital	Hospital	Nyhan Suter	
Haskell Memorial Hospital	Hospital		
Hendrick Medical Center - Brownwood	Hospital		
Hendrick Medical Center - South	Performance Improvement	Sarah Alwell	
Hendrick Medical Center - North	Injury Prevention and Education	Stephanie Culp	
Jim Ned Volunteer Fire Department	Injury Prevention and Education	Ma Eannan	
Knox County EMS	Stroke	Shere Kuelte	
Knox County Hospital District	STEMI	Kevin Dennis	
Lifeguard Ambulance Service - Brownwood	Performance Improvement	James Bryant	
MetroCare Services, Ahliene-LP	Performance Improvement		
MITCHELL COUNTY EMS	STEMI		
Mitchell County Hospital	Hospital		
Native Air	Budget and Finance	Yvette Wlsady	
North Runnels Hospital EMS	Stroke		
Potosi VFD	Stroke		
Ranger Fd-EmS	Budget and Finance		
Rolling Plains Memorial Hospital	Performance Improvement		
Secury County EMS	Injury Prevention and Education	Donna Davis	
Shackelford County EMS	Stroke	Christy McDonald	
Stamford EMS	Stroke	Christy McDonald	
Stephens Memorial Hospital	Hospital	Holl Campbell	
Stonewall County Ambulance Service	Stroke	Heather Kiser	
STONEWALL MEMORIAL HOSPITAL	Hospital		
Sweetwater Fire Department	Injury Prevention and Education	Chris Taylor / Byron Bueing	
Taylor County EMS	Injury Prevention and Education		
Throckmorton County EMS	STEMI	Kelby Hodges	
Throckmorton County Memorial Hospital	Performance Improvement	Kinsi Voss	
DSHS	Performance Improvement	Gary Griffith	
Hendrick Health		Travis Clewson	
HW N&S W&C Natural Resource		Chasha Rogers	
		Andrea Retak	

PCR - Maternal & Neonatal  
(committee) - Andrea Yezak

05/8/24  
(date)

Old Business:

Had West Texas March of Dimes <sup>(Lisa Dillard)</sup> representative speak & connect w/ other hospitals to provide BP cuffs/machine to patients w/ severe HTN or at risk for Pre E.

Outreach completed - STABLE course taken to Cozwell 7/30/24  
NRP & Maternal Sims - Coburn - 5/7/24  
Quality & NRP to Cozwell - 6/25/24

New Business:

Comments:

Members in attendance:

Name:

Organization:

- I can send you minutes w/ attendance list





# STEMI

(committee)

7/17/2024

(date)

## Old Business:

New Stemi plan was voted + approve by GC last meeting.

## New Business:

Primary Heart Attack Certification Survey <sup>JUL</sup> Mar 22 - 26  
Sante + R. White.

Paper / Printed EKGs from EMS to hospital - Label on piece  
a pt sticker to assist w pt records on ~~the~~ hospital side

(Constant review of STEMI Plan prior to next renewal)  
↳ suggested by Maurice

## Comments:

### Members in attendance:

Name:

~~Citizens~~ Kallie Butangas  
Heather Loftis  
Gail Springs  
Kathy Hodges

Organization:

Citizens EMS  
Eastland Memorial Hospital EMS  
Hendrick St. STEMI Prog.  
Throckmorton County EMS



Stroke

(committee)

7/17/24

(date)

Old Business:

review stroke plan changes

New Business:

Zodiac trial in effect for HMC

reviewed any stroke plan changes for FY '24

Comments:

Members in attendance:

Name:

Christopher McDonald  
Ashley McDonald  
Scott Robs  
Clare Jarvis  
Barbara Bossert  
Brent Hickey / Steph Ward

Organization:

Stanford EMS  
Shackelford EMS  
Hamlin EMS  
Fisher County EMS  
Hendrick Mc Spauld  
A/C ERS #15

# Performance Improvement

(committee)

07-17-24

(date)

## Old Business:

Date change for data submission. provide  
2 grace periods - 1-6/30 2-9/30.

Case review EMS response

## New Business:

Collect more data in regards to policy & procedures. plan to  
get with Dr Hyle. In order for entire group to get together & discuss  
cases to their entirety

HMCN case submission review due to PI Indicator

Links under PI tabs Guidelines, major trauma,  
Death Determination & Complication definition.

## Comments:

Will be requesting further data from EMS  
to determine appropriateness of care.

## Members in attendance:

Name:

Organization:

Deni Davis  
Sheila Kuehler  
James Bryant  
Kinsi Voss  
Susan Alvarez  
Liammy Hamilton  
Rexx Dennis

RPMH  
Knox Co Hospital  
James Bryant  
Kinsi Voss - TCMH  
HMC - South  
Knox Co Hospital  
LGA - Brownwood



Hospital

(committee)

7/17/24

(date)

Old Business:

Pedi assessments. Awaiting on all to complete assessment survey and submit to RAC

New Business:

Texas Pediatric Reading Improvement Virtual education series. Repeats every month on 3<sup>rd</sup> Thursday. Sent from Krystalie Bentley, PhD

- Reviewed survey & simulation cases
- discussed Gap analysis templates for pedi improvement
- Reviewed trauma rules (proposed) in relation to pedi readings
- Contact Elaine to schedule the sims (it's free!)

Comments:

Members in attendance:

Name:

Zachary Woody  
 Robert Tipton  
 Katelyn Gilman  
 Bill Campbell  
 Heather Kiser  
 Elisha Riggins  
 Chaney Proctor

Organization:

Mitchell County Hospital  
 Eastland Memorial Hospital  
 Eastland Memorial  
 Stephens Memorial  
~~Hub~~ Stone Wall Memorial  
 HMC  
 Coleman County Medical Center

Finance

(committee)

July 17-2024

(date)

Old Business:

None

New Business:

Approved

Comments:

Members in attendance:

Name:

Daniel Fox  
Christina Hargrett  
Mace Flores Jr  
Delany Colson

Organization:

Ranger FD-EMS  
Air Evac  
Air Evac  
Cross Plains EMS