

**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 10:03am

Minutes of June 19, 2024 meeting approved as posted on website on motion by Tammy Hamilton; second by Marta Pagura, 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43 Basic EMT (3 have withdrawn – 1 has committed to repayment and started but has not paid recently and 1 is paid in full 1 has not responded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22 AEMT (5 have withdrawn – 2 have committed to repayment and are currently repaying, 1 recently responded to repayment, 2 have not responded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58 Paramedic (5 have withdrawn, 1 has been repaid in full, 2 have not responded to repayment, 1 has committed to repayment but no payments yet and will 1 has not responded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 Marta Pagura; second by Jimmy Bryant; 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 EMSsystem 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 EMSsystem requirements
EMSsystem needs to be changed to EMResource per Executive comment

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”

Committee Review

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 sent 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)

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

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
- 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 under the Required Documents tab

Meeting adjourned at 11:27 on motion made by Marta Pagura, second by Sheila Kuehler; all in favor, none opposed.

Respectfully submitted,
Marlee Puckett, Executive Director

BCRAC Officers/Board Members

7/17/2024

Executive Council	Position		Affiliation	Signature
Russel Thomas	Chair - interim	August, 2024	Scurry Co EMS	
Jason Gruben	Vice Chair - interim	August, 2025	Mitchell Co EMS	<i>deplayed excused</i>
Sarah Alvarez	Secretary/Hospital Rep	August, 2024	Hendrick South	<i>shadwick</i>
Marta Pagura	Treasurer	August, 2025	Air EVAC - Abilene	<i>Marta Pag</i>
Steven Hobbs	EMS Rep	August, 2025	AirMethods	<i>absent</i>
Aaron Maxwell	EMS Rep	August, 2024	Abilene Fire	<i>deplayed excused</i>
Lexie Fiest	Hospital Rep	August, 2024	Comanche Medical	<i>absent</i>
Tammy Hamilton	Hospital Rep	August, 2025	Fisher County Hos	<i>Jimmy Hamilton</i>
Sheila Kuelher	Hospital Rep	August, 2024	Knox County Hospital	<i>Sheila Kuelher</i>
Chancy Pickett	Hospital Rep	August, 2024	Coleman Hospital	<i>CHURCH MURPHY</i>
Deni Davis	Hospital Rep	August, 2025	Rolling Plains Mem Hos	<i>Deni Davis</i>
Jimmy Bryan †	EMS Rep	August, 2025	MetroCare	<i>James Bryan</i>
David Allman	EMS Rep/Web Design	August, 2024	Taylor EMS	<i>deplayed - excused</i>
Jonathan Galinak	First Responder Rep	August, 2025	Eula VFD	<i>Jonathan Galinak</i>
Stephanie Chapa	Hospital Rep	August, 2025	Hendrick North	<i>Stephanie Chapa</i>
Marlee Puckett	Executive Director			<i>Marlee Puckett</i>
Gary Griffith	EMS Program Specialist		DSHS	<i>Gary Griffith</i>