



**Brazos Valley Regional Advisory Council
Executive Board Meeting Agenda
Wednesday April 22, 2009
Brazos Valley COG – Leon Room
10:00 – 12:00**

1. Call to order – Brenda Putz

The meeting was called to order at 10:00 am.

Attending were: Wanda Wiktorik, Secretary, Billy Rice, Vice Chair, John Tuohy, Executive Director, Brenda Putz, RAC Chair, Rick Moore, Treasurer, Julia Jarrell, Madison St Joseph, Tina Taylor, PHI, Bev Welch, SJR, Donna Gomez, St Joseph EMS and Kevin Deramus, Washington County EMS.

2. Approval of February/March Minutes – Wanda Wiktorik

The minutes for the Exec Board meeting from February and March were approved as written.

3. Reports

□ Financial/Director – John Tuohy

See attached packet

We still waiting on reimbursement from Bound Tree for the lunch at the Trauma Symposium. All entities have paid dues except TPC, Guardian and 2 First Responder Organizations. Dues money is in the savings account. We will move the special projects funds into the savings account in August when all grants are closed. John will meet with the accountants next week.

John reported that we recently received a shipment of stair chairs and a power supply.

John will check on the Norton Antivirus charge and have it removed. The motion to approve was made by Rick and seconded by Billy. The vote carried.

□ Injury Prevention – Tina Taylor

Tina discussed buying the wrist bands for prom time. She will check on the price and get back with us. Tina stated that the easiest way to spend the money would be to continue the PSA's on KTEX. The 3 topics would be MVC's, fall in the elderly and ATV and maybe water safety, farm safety and kids around cars. Tina can get the cost if we approve. The logistics of doing something on our own is very difficult. John suggested that we use some funds to do a PSA on calling 911 for chest pain within 5 minutes as our Region's average is much higher

□ Education – Rick Moore

GETAC Injury Prevention is having a work day meeting in May 1st. All are urged to attend. It will be held at Dell Children's Hospital. The annual State Farm Check up event is Saturday May 2nd. There was a check up event in Brenham yesterday.

We will discuss the Trauma Symposium at the committee meeting this afternoon.

□ Acute Care – Amy Plotts

Amy can't be here until her committee meeting later today. She is working on a STEMI QI form.

□ Systems QI – Dr. Wilke

i. Workgroup - May 18th

Billy, Brenda and John met with Dr Wilke and discussed the Systems QI Committee plans. They will start with a handful of physicians who will serve for a time and then others could come in. The QI forms will be revised. There will be a meeting on May 18th at 2pm to finalize a list of participants.

The Regional database was discussed. Software and servers were discussed.

❑ Hospital Care and Management – Bev Welch

This committee will set up missions and goals today and will work on hospital protocols.

❑ Pre Hospital – Kevin/Donna

Kevin reported that 2 services have requested information on hypothermia and how to get ready. We will try to get a link on the topic placed on our website so everyone interested can learn about the program. Kevin will meet with Jewett EMS through John Tuohy.

Donna reported that they did a STEMI transmission test with Burluson yesterday and would be testing Grimes next week. They are testing and training together.

Kevin stated that the Needs Assessment might have confused a few people so he is getting back in touch with them. He has only received the needs assessment from a few services. The total so far is 27,000.00.

Kevin brought up temperature monitoring that can be bought from Boundtree. We would need to include 200.00 more to cover the cost of the thermometer for each truck. The committee discussed adding this expenditure to the current list of phase 1 funding. John was concerned about the education component. Kevin stated that the education could be provided as needed.

Bev discussed the Sepsis protocol and that a baseline temp would be needed to start fluid resuscitation.

❑ EPR Update – John

John stated that we skipped the last meeting and we would be meeting next week. John has the license plates and titles. Kevin stated that Wash Co EMS was ready to take the disaster trailer. He said they are ready to take the Chempak also.

We still need to insure the contents of the warehouses.

Brenda stated that we need to schedule a meeting with Dr Williams soon, before hurricane season. John will get the meeting set. We have a strike team leader class coming and they are looking for people to put in the class. John will ask TEEX if there is any funding to pay for travel to get the students to the class. Brenda suggested we ask EPR to pay for travel. Salary pay is the real issue.

4. Discussion and/or Action on the following items:

- ❑ FY 2010 LPG RFP Release

See above

- ❑ Needs Assessments / EMS-Tobacco Expenditure Plan

See above

- ❑ Ventilator Moved from St. Joseph to CSMC

This occurred and Rick stated that it was not user friendly. They wanted to ask if we could do an exchange to get a vent that they were more familiar with. The Cardinal Rep felt we could trade straight up. Brenda said she would have to make some phone calls to see if that is possible as it was purchased with HPP funds.

- ❑ Hypothermia Project

See above

- ❑ STEMI Project

Kevin asked Donna to take the lead on this program as his service already has a way to transmit EKG's to the hospital. The goal is to get a quality EKG to the facility so we can shave off a few minutes before the drug can be started. Bev stated that the plan is to transmit the EKG to the cardiologist PDA. Donna feels we need to get the STEMI Alert program in place first and then move forward with the

transmission process. There was consensus that the STEMI project will not be a part of this year's LPG request.

❑ Proposed Bylaws Amendments

John handed out the proposed changes. This will be presented to General Membership tonight. Kevin felt that was should re-word it to say other EMS Agencies that receive RAC funds.

❑ PHI Memorial Fund

We still don't have a clear answer on if the RAC can take over the PHI funds. John will confer with the accountants to get their opinion.

5. Open Forum

John signed us up for One Star Foundation and we were actually awarded a scholarship for a 3 day class. We have to miss this one as it was too short of notice. John will keep us posted on this.

6. Adjourn

The meeting adjourned at 1230.

Respectfully Submitted,

Wanda Wiktorik
BVRAC Secretary