



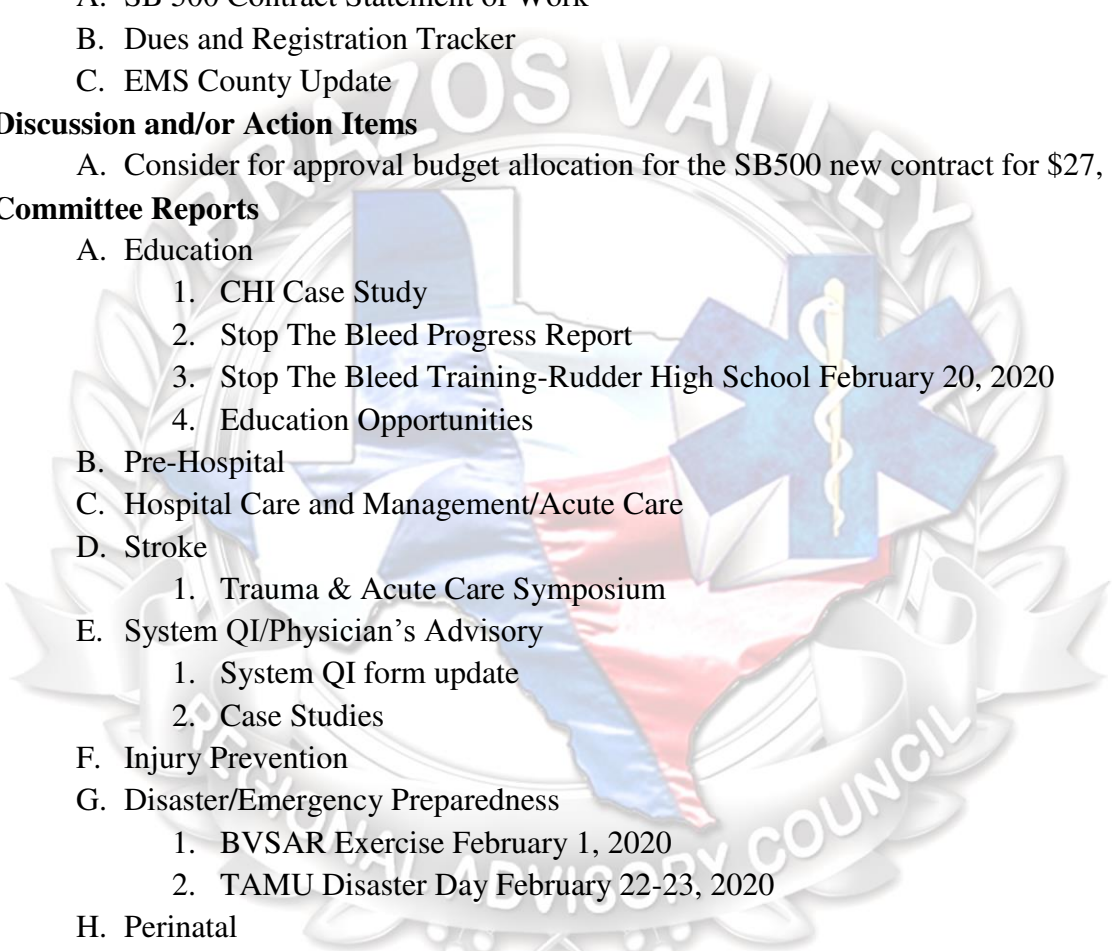
**Brazos Valley Regional Advisory Council  
General Assembly Information Packet  
February 6, 2020**

<b>Agenda</b>	<b>1</b>
<b>October 3, 2019 Minutes</b>	<b>2-7</b>
<b>Financial Report</b>	<b>8-19</b>
<b>Statement of Work</b>	<b>20-22</b>
<b>EMS County Distribution Plan</b>	<b>23</b>
<b>EMS County Fund Policy</b>	<b>24</b>
<b>Stop the Bleed Report</b>	<b>25</b>
<b>2020 Agency Dues &amp; Forms Tracker</b>	<b>26</b>
<b>BVRAC 2019 Participation Tracker</b>	<b>27</b>

# **AGENDA**

## **Brazos Valley Regional Advisory Council General Assembly**

1300 February 6, 2020  
CENTER FOR REGIONAL SERVICES BUILDING  
3991 E. 29<sup>TH</sup> ST. BRYAN TX

- 
- The seal of the Brazos Valley Regional Advisory Council is a circular emblem. It features a central blue cross with a white caduceus (a staff with two snakes and wings) superimposed on it. The cross is set against a background of a stylized landscape with a red and white striped banner draped across it. The words "BRAZOS VALLEY" are arched across the top of the seal, and "REGIONAL ADVISORY COUNCIL" is arched across the bottom. The entire seal is surrounded by a wreath of white leaves.
- I. Call to Order**
  - II. Introductions**
  - III. Approval of Board of Director's October 3, 2019 Meeting Minutes**
  - IV. Financial Report**
  - V. Executive Director Report**
    - A. SB 500 Contract Statement of Work
    - B. Dues and Registration Tracker
    - C. EMS County Update
  - VI. Discussion and/or Action Items**
    - A. Consider for approval budget allocation for the SB500 new contract for \$27, 184.
  - VII. Committee Reports**
    - A. Education
      - 1. CHI Case Study
      - 2. Stop The Bleed Progress Report
      - 3. Stop The Bleed Training-Rudder High School February 20, 2020
      - 4. Education Opportunities
    - B. Pre-Hospital
    - C. Hospital Care and Management/Acute Care
    - D. Stroke
      - 1. Trauma & Acute Care Symposium
    - E. System QI/Physician's Advisory
      - 1. System QI form update
      - 2. Case Studies
    - F. Injury Prevention
    - G. Disaster/Emergency Preparedness
      - 1. BVSAR Exercise February 1, 2020
      - 2. TAMU Disaster Day February 22-23, 2020
    - H. Perinatal
  - VIII. Open Forum**
  - IX. Important Dates**
    - A. GETAC February 19-21, 2020
    - B. Stop The Bleed-Rudder February 20, 2020
    - C. BVRAC Board Meeting March 13, 2020
    - D. BVRAC General Assembly April 2, 2020
    - E. Missing Persons Class April 16, 2020 @ BVCOG
  - X. Adjourn**

**Minutes**  
**Brazos Valley Regional Advisory Council**  
**General Assembly Meeting**  
October 3, 2019 1:00 P.M.  
CENTER FOR REGIONAL SERVICES BUILDING  
3991 E. 29<sup>TH</sup> ST. BRYAN TX 77802

**Members Present**

	<b><u>Agency/Organization</u></b>	<b><u>Member</u></b>	<b><u>Absent or Present</u></b>
<b>HOSPITALS</b>			
1	Baylor Scott & White - Brenham	Patti Parks	Present
		Kaci Davis	Absent
2	Baylor Scott & White – College Station	Ashley Kopech	Present
		Chelsea Bischoff	Absent
		Laura Gerhart	Absent
3	Caprock Emergency	Lon Young	Absent
		Jon Venuti	Absent
		Amanda Lugar	Absent
4	CHI St. Joseph Health - Burleson	Erin Gaas	Present
		Heather Page	Absent
		Matthew Brice	Absent
5	CHI St. Joseph Health - Grimes	Emily Wheelless	Present
		Cesar Lopez	Absent
		George Gibson	Absent
6	CHI St. Joseph Health – Madison	Deborah Burkhardt	Present
		Roxanne Hass	Absent
		Erin Marletta	Absent
7	CHI St. Joseph Health – Regional	Brandy LaPaglia	Absent
		Kristen Christian	Absent
		Billy Rice	Present
8	CHI St. Joseph – College Station	Ashley Johse	Present
		Lori Brooks	Present
		Caryn Thomas	Absent
9	Encompass Health	Beth Elder	Absent
		Josh Vaught	Present
		Kris Smith	Absent
10	The Physicians Centre	Suzy Hoyle	Present
		Shireen Billete	Absent
		Courtney Coats	Absent
<b>EMS AGENCIES</b>			
1	Bryan Fire Department	Cory Matthews	Present
		Chris Lamb	Absent
2	CHI St. Joseph EMS	Billy Rice	Present
		Lori Lagrone	Present
		Jacob Long	Present
3	College Station Fire Department	Billy Bradshaw	Absent
		Tradd Mills	Absent
		Chris Poole	Absent
4	Hilltop Lakes VFD	Traci Ratcliff-Smith	Present

**Minutes**  
**Brazos Valley Regional Advisory Council**  
**General Assembly Meeting**  
October 3, 2019 1:00 P.M.  
CENTER FOR REGIONAL SERVICES BUILDING  
3991 E. 29<sup>TH</sup> ST. BRYAN TX 77802

		Dennis Smith	Absent
		Steve Smith	Absent
5	Jewett EMS	Weslie Collins	Absent
		Micah White	Absent
		Colby Legalley	Absent
6	PHI, Inc	Don Wade	Absent
		Nash Vega	Present
		Jay Sillyman	Absent
7	Robertson County EMS	Rene Ferrell	Present
		Adam Gallagher	Present
8	Texas A&M University EMS	Mike Middleton	Present
		Kimberly Duran	Absent
		Dr. Gary Gore	Absent
9	Washington County EMS	Kevin Deramus	Absent
		Justin Knuppel	Absent
		Amy Klussman	Absent
<b>FRO'S/COLLEGES/OTHER INSTITUTIONS</b>			
1	Blinn College	Sandy Medina	Absent
		Zack Varner	Absent
2	Brazos County Health District	Santos Navarette	Absent
		Heather Matthews	Present
3	Washington County 1 <sup>st</sup> Responders	John McKee	Absent
4	Washington County OEM	Bryan Ruemke	Present
<b>GUEST</b>			
	CAPROCK	Karen Sebesta	Present
	CHI St. Joseph – College Station	Nan Smith	Present
	CHI St. Joseph – Region	Amy Jackson	Present
	CATRAC	Dave Reimer	Present
	CHI St Joseph	Karla Medieras	Present
<b>OFFICERS/BOARD MEMBERS/STAFF</b>			
	Perinatal – Chair	Daniel Dawson	Present
	BVCOG	Roger Sheridan	Present
	BVCOG	Rebecca Hill	Present

- I. **Call to Order:** The meeting was called to order at 1:03 P.M. by Mr. Rice.
- II. **Introductions:** General Assembly conducted self-introductions.
- III. **Approval of August 1, 2019 Minutes:** Ms. Lagrove motioned to approve the August 1, 2019 minutes. Ms. Gaas seconded; motion carried.
- IV. **Presentation – Magnesium Sulfate – Pre-Hospital Use – Dr. Dawson:** Dr. Dawson spoke on the pre-hospital use of magnesium sulfate in pregnant patients. The symptoms and indications for use of magnesium sulfate in pregnant patients includes:



**Minutes**  
**Brazos Valley Regional Advisory Council**  
**General Assembly Meeting**  
October 3, 2019 1:00 P.M.  
CENTER FOR REGIONAL SERVICES BUILDING  
3991 E. 29<sup>TH</sup> ST. BRYAN TX 77802

- Preeclampsia
- Eclampsia
- Pre-Term Labor
- Reduces neurological and respiratory issues in premature babies when given to mom who is 32 weeks gestation or less

Dosage for all indications is 4g load with 2g/hour during transport.

Next time you revisit your protocols for the use of magnesium sulfate, consider adding the use of magnesium sulfate in pregnant patients. Dr. Dawson offered to provide assistance to any agency that needs it.

- V. Financial Report:** Mr. Sheridan provided the financial report as summarized on page 8-9 of the BVRAC General Assembly packet. This is the beginning of the fiscal year and the only expenditures for September were salary expenses and taxes. Washington County EMS has submitted their request for reimbursement from EMS County and it is being processed. Funds have been earmarked for the following events/expenses:

- \$2,700 - Active Shooter Presentation in Brenham
- \$2,000 – EMS Conference registration and travel expenses for two EMTs that won the SIM competition

BVWACS dues are due for all agencies with radios on the system. Invoices will be sent out this month.

Ms. Johse motioned to approve the financial report. Ms. Gaas seconded: motion carried.

**VI. Executive Directors Report**

- A. EMS County** – The allocations have been approved by the board and general assembly for EMS County funds. The funds are available and EMS agencies should submit requests as soon as possible. Reimbursement amounts are available until June 2020.
- B. BVRAC Meeting Dates** – The meeting dates for RAC are staying the same as last year with General Assembly on the first Thursday of even months and Board Meetings on the first Friday of odd months.
- C. Membership Dues & Representation Forms** – Representation forms and membership dues are due. Representation forms are very important since the contact lists for the meetings and other information are built from the forms. BVCOG staff will be sending emails to only those people on the representation

**Minutes**  
**Brazos Valley Regional Advisory Council**  
**General Assembly Meeting**  
October 3, 2019 1:00 P.M.  
CENTER FOR REGIONAL SERVICES BUILDING  
3991 E. 29<sup>TH</sup> ST. BRYAN TX 77802

form. If other individuals in your agency need the meeting notice, representatives on the form need to forward the information to them. Dues are the same as last year and should be submitted by December.

**VII. Committee Reports**

- A. **Disaster/Emergency Preparedness Committee (Cory Matthews):** Hazard Vulnerability Assessments are due today. There were two facilities that did not turn in their assessments that have been contacted by Ms. Elmore. The facilities will also be doing an off the grid communication drill using land lines only.
- B. **Education (Ashley Kopech):** Education has been working heavily with the stop the bleed training events and planning for the Acute Care Symposium. As a reminder, Active Threat presentation will be on November 19<sup>th</sup> in Brenham on the Blinn Campus. Please sign up to attend.
- C. **Pre-Hospital (Bryan Ruemke for Kevin Deramus):** There are seventy people signed up for the Active Shooter course on November 19<sup>th</sup>. There is room for thirty more.

There are conversations going on about having a whole blood repository set for rural providers interested in carrying whole blood. If you are interested in finding out more or attending the meetings, please contact Mr. Deramus.

- D. **Hospital Care and Management/ Acute Care (Erin Gaas):** There have been two planning meetings since the last general assembly meeting to plan the Acute Care Symposium. The committee is seeking speakers for the topics chosen so please let them know if you have anyone. The topics that are going to be covered at the symposium are:
- Cardiovascular (congenital heart defects, identification of stemi, advanced heart failure treatments),
  - Stroke (pediatric, posterior, anything that mimics a stroke),
  - Trauma (burns, ),
  - Sepsis (continuum of care with early identification),
  - Disaster management (active threat),
  - Psychiatric (Speaker from A&M or Rock Prairie Behavior Health),
  - Perinatal (Get with perinatal committee to see what is most beneficial),
  - Community health (Health Department resources and initiatives that they offer), and

**Minutes**  
**Brazos Valley Regional Advisory Council**  
**General Assembly Meeting**  
October 3, 2019 1:00 P.M.  
CENTER FOR REGIONAL SERVICES BUILDING  
3991 E. 29<sup>TH</sup> ST. BRYAN TX 77802

- Miscellaneous topics to include organ donation, substance abuse, obstetric and pediatric shocks, care giver burnout and some hands on activities to include a stop the bleed table.

The committee talked with Wanda today on doing the CE credits. The cost is roughly \$2,000 and the committee is getting an itemized estimate. Conflict of interest forms have to be filled out by sponsors and vendors. The vendors will be able to do a one day table for \$500 and two days for \$750.

- E. **Stroke (Amy Jackson for Rebecca Hickman):** Ms. Hickman sent out a training notice for November on ischemic stroke and will try to get something together for hemorrhagic stroke at the beginning of the year.
- F. **System QI/Physician's Advisory (Billy Rice):** Mr. Long has taken on the project of participating in the RAC Data Collaborative Initiative that is addressing the State Trauma Registry which may help with some of our data collection and information sharing with QI.
- G. **Injury Prevention (Ashley Johse):** Stop the Bleed Training was completed at College Station High School. Training will be held on October 16<sup>th</sup> at A&M Consolidated and 10 more instructors are needed. There will be about 1,500 students trained in 2 hours. Training will be provided one hour before the event for any volunteers who are not trained instructors. Mr. Gallagher is helping with Robertson County and will be doing Franklin ISD on October 14<sup>th</sup>. Bryan High School training will be held on January 22<sup>nd</sup>. Seventy five instructors are needed to train approximately 2,300 students.

The group has been inundated with requests from many schools to get stop the bleed training and need instructors/groups to volunteer to help. They do not want to tell anyone no but are getting close. Bryan ISD alone has asked for training for 7,000 kids. An agency or group can get trained and volunteer to train a school or school district.

- H. **Perinatal (Dr. Dawson):** Many hospitals are on hold with their maternity designations. Many facilities that were surveyed last year have not received their designations. The committee continues to work on the emergency evacuation plan and is working on buying evacuation sleds for NICU, Maternity and the Nursery.

**VIII. Open Forum**

- A. Ms. Parks gave an update from GETAC:



**Minutes**  
**Brazos Valley Regional Advisory Council**  
**General Assembly Meeting**  
October 3, 2019 1:00 P.M.  
CENTER FOR REGIONAL SERVICES BUILDING  
3991 E. 29<sup>TH</sup> ST. BRYAN TX 77802

- Stop the Bleed was one of the big issues. TEA has approved the curriculum to avoid confusion and the issues created with one person reviewing all training and kits across the state.
- SB 500 was also discussed and the proposed project is universal arm bands. At previous meetings the group wanted to put the money towards the registry but there is not enough money to make a difference. The universal arm bands will be used on all patients starting with the initial contact and will stay on through any transfers. There will be some funds left over to share between all the RACs.
- The timeline has been published for Trauma Rules so everyone needs to look.

- B. Mr. Rice shared that the aircraft is here at Easterwood. Training is being completed and hope to have it in service on Monday.
- C. Cadaver lab on November 18<sup>th</sup>. Let Mr. Rice know if you are interested in participating. There will also be an airway class on November 13<sup>th</sup> in conjunction with the lab. It will be at St. Joseph EMS.
- D. Grimes County Sheriff's Office is doing a Medical Response to Bombing class. The class is two days long and is being offered two separate times. Information will be sent out.

**IX. Important Dates**

- A. BVRAC Board of Directors Meeting November 8, 2019
- B. Joint Public Safety Response to the Active Shooter November 19, 2019
- C. GETAC November 23-25, 2019

**X. Adjourn:** The meeting was adjourned at 1:47 P.M.



**BVRAC FY2020 Budget 9-1-19 to 8-31-20**

Systems RAC								EMS RAC
8082	8082	8082	8082	8082	8082	8082	Total 8082	Total 8083
NOT APPLICABLE	EDUCATION	INJURY PREVENTION	BOARD TRAVEL	GETAC TRAVEL	STAFF TRAVEL	PRE-HOSP COMM		NOT APPLICABLE
9999	8001	8004	8017	8018		8023	TOTAL	8085
<b>REVENUES</b>								
State Grant Revenue (4211)	15,001.75							22,121.00
Other Revenue (4251)		-	-	-	-	-		
<b>TOTAL REVENUES</b>	<b>\$ 15,001.75</b>						<b>\$ 15,001.75</b>	
<b>EXPENDITURES</b>								
Salaries (5110)	10,040.77							
Fringes (5151-5152, 5180, 5182-5183, 5192, 5194)	1,991.95							
3rd Party ISF (5645-5647, 5918, 6150, 6153)	0.99							
Fixed ISF (5411,5643,5644)								
Travel (5310)	322.73							
Training (5798)		2,799.92						
Prof Fees (5215)								
Supplies (5510)		-						
Indirect								
Insurance (5771)								
Membership Dues (5790)								
Other (5791, 5762, 5950)								2,094.95
Pass Thru (6178)								
Outreach (5722)								
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,356.44</b>	<b>\$ 2,799.92</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,156.36</b>	<b>\$ 2,094.95</b>
<b>NET INCOME (LOSS)</b>								
<b>BUDGET</b>	<b>\$34,532.03</b>	<b>\$10,000</b>	<b>\$10,000.00</b>	<b>\$500.00</b>	<b>\$2,984.54</b>	<b>\$490.43</b>	<b>\$1,500.00</b>	<b>\$22,121.00</b>
<b>TOTAL EXPENSES FROM ABOVE</b>	<b>\$12,356.44</b>	<b>\$2,799.92</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>	<b>\$2,094.95</b>
<b>TOTAL NET REMAINING</b>	<b>\$22,175.59</b>	<b>\$7,200.08</b>	<b>\$10,000.00</b>	<b>\$500.00</b>	<b>\$2,984.54</b>	<b>\$490.43</b>	<b>\$1,500.00</b>	<b>\$20,026.05</b>
<b>PENDING CHECK REQUESTS</b>								
<b>TOTAL REMAINING AFTER PENDING REQUESTS</b>							<b>\$ -</b>	

**BVRAC FY2020 Budget 9-1-19 to 8-31-20**

		COUNTY (FUND 8064)	UNRESTRICTED FUNDS (FUND 8001)				
		\$61,795.00	8001	8001	8001	8001	TOTAL 8001
		COUNTY FUNDS	NOT APPLICABLE	MGMT COMM	EDUCATION	STROKE SYMPOSIUM	
		8005-8011	9999	8023	8001	8016	TOTAL
							\$56,117.60
REVENUES	State Grant Revenue (4211)	61,795.00	6,300.00				
	Other Revenue (4251)		4,387.80				
TOTAL REVENUES			\$ 10,687.80	\$ -	\$ -	\$ -	\$ 10,687.80
EXPENDITURES	Salaries (5110)		-	-	-	-	
	Fringes (5151-5152, 5180, 5182-5183, 5192, 5194)		-	-	-	-	
	3rd Party ISF (5645-5647, 5918, 6150, 6153)		-	-	-	-	
	Fixed ISF (5411,5643,5644)		-	-	-	-	
	Travel (5310)		-	-	-	-	
	Training (5798)		-	-	-	-	
	Prof Fees (5215)		125.00	-	-	-	
	Supplies (5510)	10,656.75	-	-	-	-	
	Phone (5648)		-	-	-	-	
	Insurance (5771)		-	-	-	-	
	Membership Dues (5790)		-	-	-	-	
	Other (5791, 5762, 5950)		-	6,435.48	-	-	
	Pass Thru (6178)		-	-	-	-	
	Outreach (5722)		-	-	-	-	
TOTAL EXPENDITURES		\$ 10,656.75	\$ 125.00	\$ 6,435.48	\$ -	\$ -	\$ 6,560.48
NET INCOME (LOSS)							
BUDGET		61,889					\$56,117.60
TOTAL REVENUES FROM ABOVE							\$10,687.80
TOTAL EXPENSES FROM ABOVE		\$ 10,657					\$6,560.48
TOTAL NET REMAINING PENDING CHECK REQUESTS		\$ 51,232					\$60,244.92
TOTAL REMAINING AFTER PENDING REQUESTS		\$ 51,232					\$ -

\*Revenue includes \$4,387.83 from CATRAC for BVRAC Radios and \$6,300 in Membership Dues\*

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8082 - FY20 RAC SYSTEMS DEV.

8001 - BVRAC Education Committee (8001)

From 9/1/2019 Through 1/30/2020

		Current Month Expenses
Expense		
General Expenses		
Training and Meeting Expense	5798	2,799.92
Total General Expenses		<u>2,799.92</u>
Total Expense		<u>2,799.92</u>
Net Revenue (Expense)		<u>(2,799.92)</u>

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8082 - FY20 RAC SYSTEMS DEV.

8018 - BVRAC GETAC Travel (8018)

From 9/1/2019 Through 1/30/2020

		Current Month Expenses
		<hr/>
Expense		
General Expenses		
Travel	5310	<hr/> 322.73
Total General Expenses		<hr/> 322.73
Total Expense		<hr/> 322.73
Net Revenue (Expense)		<hr/> (322.73)



## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8082 - FY20 RAC SYSTEMS DEV.

9999 - Not Applicable

From 9/1/2019 Through 1/30/2020

		Current Month Expenses
Revenue		
State Grant Revenue	4211	15,001.75
Total Revenue		15,001.75
Expense		
General Expenses		
Human Resource Management ISF	6153	0.99
Total General Expenses		0.99
Salaries & Fringe		
Salaries		
Salaries	5110	9,573.28
Other Compensation	5114	467.49
Total Salaries		10,040.77
Fringe Benefits		
Payroll Taxes FICA	5151	575.24
Payroll Taxes Medicare	5152	134.53
TCDRS Retirement Contribution Expense	5180	625.64
Vision Insurance (Vision Care)	5183	7.96
Hospitalization	5192	608.75
Term Life Insurance	5194	39.83
Total Fringe Benefits		1,991.95
Total Salaries & Fringe		12,032.72
Total Expense		12,033.71
Net Revenue (Expense)		2,968.04

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8083 - FY20 EMS RAC

9999 - Not Applicable

From 5/1/2019 Through 1/30/2020

		Current Month Expenses
Revenue		
State Grant Revenue	4211	22,121.00
Total Revenue		22,121.00
Expense		
General Expenses		
Third Party Telephone	5648	107.83
Accounting Svc ISF	6150	527.15
Total General Expenses		634.98
Indirect Expenses		
Fixed Rate ISF		
Space Costs	5411	546.36
Third Party R.I.P.	5643	262.24
Third Party System Admin	5644	531.96
Total Fixed Rate ISF		1,340.56
Variable Rate ISF		
Third Party Copy/Fax	5645	20.25
Third Party Accounting Service	5646	1,993.21
Third Party Postage	5647	2.34
Third Party Indirect	5918	222.02
Total Variable Rate ISF		2,237.82
Total Indirect Expenses		3,578.38
Total Expense		4,213.36
Net Revenue (Expense)		17,907.64

**Brazos Valley Council of Governments**  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**  
**8084 - FY20 EMS COUNTY**  
**From 5/1/2019 Through 1/30/2020**

		<u>Current Period Actual</u>
<b>Revenue</b>		
<b>REVENUES</b>	<b>3</b>	
State Grant Revenue	4211	
Not Applicable	9999	
Not Applicable	9999	61,795.00
Total 3		61,795.00
Total Revenue		61,795.00
<b>Expenditures</b>		
<b>Expenditures</b>		
<b>SUPPLIES</b>	<b>E</b>	
Supplies	5510	
BVRAC Brazos County	8005	
Bryan Fire Department	8100	2,894.75
BVRAC Washington County	8011	
Washington County EMS	8109	7,762.00
Total E		10,656.75
Total Expenditures		10,656.75
Total Expenditures		10,656.75
Net Revenue/(Expense)		51,138.25

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8085 - FY19 EMS LPG

From 5/1/2019 Through 1/30/2020

		Current Month Expenses
Revenue		
State Grant Revenue	4211	8,531.00
Total Revenue		8,531.00
Expense		
General Expenses		
Supplies	5510	8,531.00
Total General Expenses		8,531.00
Total Expense		8,531.00
Net Revenue (Expense)		0.00



# FY 20 BVRAC - UNRESTRICTED ACCOUNT

## EXPENDITURES/REVENUE to 1-30-2020

FUND CODE: 8001					
NOT APPLICABLE	MANAGEMENT COMMITTEE	EDUCATION	STROKE SYMPOSIUM	PALS / ACLS	TOTAL
9999	8023	8001	8016	8014	
BEGIN CASH BALANCE.....					\$ 56,117.60

### REVENUES

ANNUAL MEMBERSHIP DUES (4511)	6,300.00					
REGISTRATIONS						
SPONSORS						
PALS/ACLS Reg.						
OTHER (4251)	4,387.80					
<b>TOTAL REVENUE</b>	<b>10,687.80</b>	-	-	-	-	<b>\$ 10,687.80</b>
REV BUDGETED	-	-	-	-	-	-
NET Rev (Under) Over	\$ 10,687.80	\$ -	\$ -	\$ -	\$ -	\$ 10,687.80

### EXPENDITURES

Salaries (5110)						
Fringes (5151-5152, 5180, 5182-5183, 5192, 5194)						
3rd Party ISF (5645-5647, 5918, 6150, 6153)						
Fixed ISF (5411, 5643, 5644)						
Travel (5310)						
Training (5798)						
Prof Fees (5215)	125.00					
Supplies (5510)						
Phone (5648)						
Insurance (5771)						
Membership Dues (5790)						
Other (5791, 5762, 5950)		6,435.48				
Pass Thru (6178)						
Outreach (5722)						
<b>TOTAL EXPENDED</b>	<b>\$ 125.00</b>	<b>\$ 6,435.48</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,560.48</b>
NET Exp (Over) Under	\$ (125.00)	\$ (6,435.48)	\$ -	\$ -	\$ -	\$ (6,560.48)
<b>NET REV/&lt;EXPENSE&gt;</b>	<b>10,562.80</b>	<b>(6,435.48)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,127.32</b>
						<b>\$ 60,244.92</b>

## **Brazos Valley Council of Governments**

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8001 - Brazos Valley Regional Advisory Committee Unrestricted

8023 - BVRAC Hospital Care and Management Committee (8023)

From 9/1/2019 Through 1/30/2020

		Current Month Expenses
Expense		
General Expenses		
Other Expense	5791	<u>6,435.48</u>
Total General Expenses		<u>6,435.48</u>
Total Expense		<u>6,435.48</u>
Net Revenue (Expense)		<u>(6,435.48)</u>

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8001 - Brazos Valley Regional Advisory Committee Unrestricted

9999 - Not Applicable

From 9/1/2019 Through 1/30/2020

		Current Month Expenses
Revenue		
Other Revenue	4251	4,387.80
Annual Membership Dues	4511	6,300.00
Total Revenue		10,687.80
Expense		
General Expenses		
Professional Fees	5215	125.00
Total General Expenses		125.00
Total Expense		125.00
Net Revenue (Expense)		10,562.80

Brazos Valley Council of Governments  
Check/Voucher Register  
From 9/1/2019 Through 8/31/2020

8001 - Brazos Valley Regional Advisory Committee Unrestricted							
ID	Effective Date	Check Number	Payee	Check Amount	Transaction Description	Session ID	Status
PATBROHIL	12/31/2019	128372	PATTILLO, BROWN & HILL, L.L.P.	125.00	Tax Preparation Service 2018Form 990-N FYE 06/30/2019	123119PAYMENT	OS
PATBROHIL	9/18/2019	127649	PATTILLO, BROWN & HILL, L.L.P.	1,000.00	Form 990-Return of Organization Exempt from Income Tax-2018	091819PAYMENT	CL
WASCOU	10/2/2019	127765	WASHINGTON COUNTY	6,435.48	BVRAC BVWACS Radios for DEPC (15), SJEMS (3), & S&W CS (4)	100219PAYMENTS	CL
Total 1012 - General Oper-BBT10302				7,560.48			

8072 - FY19 TOBACCO RAC HHS000124600006 \$60,316							
ID	Effective Date	Check Number	Payee	Check Amount	Transaction Description	Session ID	Status
SCHHEACOR	9/18/2019	127653	SCHOOL HEALTH CORPORATION	1,062.58	Stop The Bleed Kits-18 Individual Kits	091819PAYMENT	CL
SCHHEACOR	9/5/2019	127522	SCHOOL HEALTH CORPORATION	9,659.26	Stop the Bleed Kits-166 Individual Kits	090519PAYMENTS	CL
Total 1012 - General Oper-BBT10302				10,721.84			

8073 - FY19 EMS RAC HHS000124600006 - \$22,629							
ID	Effective Date	Check Number	Payee	Check Amount	Transaction Description	Session ID	Status
VERWIR	10/17/2019	127884	VERIZON WIRELESS	(6.14)	VERIZON ACCT # 320449593-0001 CYCLE 08/26/19 - 09/25/19	101719PAYMENTS	CL
VERWIR	9/11/2019	127603	VERIZON WIRELESS	151.96	VERIZON ACCT # 320449593-0001 CYCLE 07/26/19 - 08/25/19	091119PAYMENT	CL
Total 1012 - General Oper-BBT10302				145.82			

8082 - FY20 RAC SYSTEMS DEV.							
ID	Effective Date	Check Number	Payee	Check Amount	Transaction Description	Session ID	Status
PATPAR	11/13/2019	128089	PATTI PARKS	322.73	Meeting Austin (9/24-25/19)	111319PAYMENTS	CL
WASCOUEMS	12/4/2019	128228	WASHINGTON COUNTY EMS	2,799.92	Reimbursement(50%)-Threat Suppression Presentation for BVRAC	120419PAYMENTS	CL
Total 1012 - General Oper-BBT10302				3,122.65			

8083 - FY20 EMS RAC							
ID	Effective Date	Check Number	Payee	Check Amount	Transaction Description	Session ID	Status
VERWIR	1/8/2020	128431	VERIZON WIRELESS	37.99	Verizon Acct# 320449593-0001 CYCLE 11/26/19- 12/25/19	010820PAYMENT	OS
VERWIR	12/11/2019	128272	VERIZON WIRELESS	37.99	VERIZON ACCT # 320449593-0001 CYCLE 10/26/19-11/25/19	121119PAYMENT	CL
VERWIR	11/6/2019	128033	VERIZON WIRELESS	37.99	VERIZON ACCT # 320449593-0001 CYCLE 09/26/19 - 10/25/19	110619PAYMENTS	CL
Total 1012 - General Oper-BBT10302				113.97			

8084 - FY20 EMS COUNTY							
ID	Effective Date	Check Number	Payee	Check Amount	Transaction Description	Session ID	Status
BRYFIRDEP	12/4/2019	128207	BRYAN FIRE DEPARTMENT	2,894.75	EMS County Grant HHS000124600006 Reimbursement	120419PAYMENTS	CL
WASCOUEMS	10/9/2019	127822	WASHINGTON COUNTY EMS	7,762.00	EMS County Grant HHS 000124600006 Reimbursement	100919PAYMENT	CL
Total 1012 - General Oper-BBT10302				10,656.75			



## **ATTACHMENT A – STATEMENT OF WORK**

### **I. GRANTEE RESPONSIBILITIES & REQUIREMENTS**

Grantee will:

- A. Perform activities to develop, implement, and improve emergency management services in Trauma Service Areas (“TSAs”) by facilitating trauma and emergency health care system networking within the Grantee’s own TSA or among a group of TSAs throughout Texas.
  1. Activities are to align with the directive outlined in Section 17 of Senate Bill (“SB”) 500 of the 86<sup>th</sup> Texas Legislature, Regular Session to improve emergency management services.
  2. Emergency Management Services is being defined to include services related to trauma, emergency, and disaster incidents.
- B. Participate in a uniform statewide project and supporting regional efforts addressing identifiable and accountable improvements related to emergency management as an integrated system with resources and capabilities networked together to manage emergencies are identified, but not limited to, topic guidelines outlines below:
  1. Statewide Project
    - a. Texas EMS Wristband Project: this is the statewide project and each RAC will collaboratively participate in developing and implementing the plan within the RAC.
    - b. The wristbands will provide a unique identifier that can be used to link records or patient data delivered from EMS throughout the continuum of care.
  2. Regional Project(s)
    - a. Emergency Health Education for the public of all regional, state, or federal agencies such as but not limited to: Stop the Bleed, Active Threat Training, Recognizing and Preventing Human Trafficking, Opioid Abuse, Hands Only CPR.
    - b. Professional Development and Training Courses of all regional, state, or federal agencies such as but not limited to any course offered by the following organizations: Association for the Advancement of Automotive Medicine (AAAM), American College of Surgeons (ACS), Society of Trauma Nurses (STN), American Heart Association (AHA), National Association of Emergency Medical Technicians (NAEMT), National Highway Traffic Safety Administration (NTSA), Texas Health and Human Services (HHS) and/or associated state agencies of HHS.
    - c. Disaster Preparedness and Response: all regional, state, or federal agencies professional development and training courses or other programmatic needs.

- d. Regional Priority Initiatives otherwise not defined and with prior approval by the Department of State Health Services (DSHS), Office of EMS/Trauma Systems (OEMS/TS)
- C. Collaborate with all 22 RAC's to provide statewide and regional project development and implementation updates at designated meetings (Quarterly RAC Chairs Meeting) or at the request of DSHS.
- D. Adhere to the following programmatic allowable costs:
  1. Supplies/equipment and costs of personnel for SB500 projects and/or project support;
  2. Costs of personnel, supplies and equipment to conduct SB500 related courses (identity, etc.);
  3. Grantee may allocate funds toward the statewide projects and/or regional projects described above and in accordance with Trauma Capacity and Response Infrastructure;
  4. Use funds for the following categories of items for SB 500 projects and/or project support:
    - a. Supplies
    - b. Operational expenses
    - c. Education and training
    - d. Equipment
    - e. Vehicles
    - f. Communication systems
- E. Comply with the following funding restrictions:
  1. Buildings or real property without prior written approval from DSHS. Any costs related to the initial acquisition of the buildings or real property are not allowable without prior written approval; and
  2. Expenses associated with membership in business, technical, and professional organizations involved in lobbying are not allowable expenses under this Contract; however, if an organization is not involved in lobbying and the Grantee can demonstrate how membership in a professional/technical organization benefits the DSHS programs(s), cost of membership may be allowed with prior approval from DSHS.
- F. Comply with the following non-allowable costs:
  1. Food (the cost of meals for RAC staff or RAC board members attending meeting and/or conferences that pertain to carrying out activities under the Contract where there is dissemination of technical information is allowable);
  2. Land;
  3. Investments (stocks, bonds, mutual funds, etc.);

- G. Submit Quarterly Progress Reports which demonstrates evidence of improving emergency management services and in accordance with Trauma Capacity and Response Infrastructure as required in Senate Bill 500.
- H. Submit a Final Expenditures Report to DSHS. The final report shall consist of the following:
  - 1. A Final Supporting Documentation Report that includes activities achieved from the contract execution date to June 6, 2021 expenditures; and
  - 2. A Final Narrative Report describing specifically how the funds were utilized to enhance and improve the delivery of EMS and trauma patient care in the region served.
- I. Comply with the reporting requirements on the Reporting Calendar, which will be emailed to Grantee no later than thirty (30) days from the start of the Contract term and is incorporated herein by reference and made a part of this Contract. The Reporting Calendar will include deadlines for all deliverables described herein; and
- J. Submit all above required reports/deliverables as well as any additional requested reports to [CMUReg.svcs@dshs.texas.gov](mailto:CMUReg.svcs@dshs.texas.gov) and [Indra.Hernandez@dshs.texas.gov](mailto:Indra.Hernandez@dshs.texas.gov).

## **II. INVOICE AND PAYMENT**

- A. Grantee will request payments using the State of Texas Purchase Voucher (Form B-13) at <http://www.dshs.state.tx.us/grants/forms.shtm>. Voucher and any supporting documentation (as applicable), will be mailed or submitted by fax or electronic mail to the address/number below.

Department of State Health Services  
Claims Processing Unit, MC 1940  
1100 West 49th Street  
P.O. Box 149347  
Austin, TX 78714-9347  
FAX: (512) 458-7442  
EMAIL: [invoices@dshs.texas.gov](mailto:invoices@dshs.texas.gov) and [CMSInvoices@dshs.texas.gov](mailto:CMSInvoices@dshs.texas.gov),  
[Indra.Hernandez@dshs.texas.gov](mailto:Indra.Hernandez@dshs.texas.gov).

- B. Grantee will be paid one lump sum disbursement and in accordance with this attachment.

## **III. PERFORMANCE MEASURES**

- A. DSHS will monitor Grantee's performance of the requirements in Attachment A and compliance with the Contract's terms and conditions.
- B. Grantee will submit additional reports, as requested by DSHS.
- C. DSHS will inform the Grantee, in writing, of any changes to applicable federal and state laws, rules, regulations, standards, or guidelines. If Grantee is unable to continue its performance due to a change under this section, then Grantee will inform DSHS, in writing, within thirty (30) days of receipt. DSHS may terminate the Contract immediately or within a reasonable period after receiving such notice from Grantee.

**DISTRIBUTION PLAN****EMS/COUNTY**

Date Completed:

5.10.19

Person Completing Form:

Roger Sheridan

Grantee Name:

Brazos Valley Reginal Advisory Council

Grantee Address:

3991 East 29th St

Bryan, TX 77802

Phone Number:

979.595.2800

Contract No.:

HHS000124600006

Contract Year:

FY2019

Contract Term:

5/01/2019 - 08/31/2020

Provider Receiving Funds	County	Amount of Funding to EMS Provider
Bryan Fire Department	Brazos	\$2,894.75
College Station Fire Department	Brazos	\$2,894.75
CHI St. Joseph regional Health Center EMS	Brazos	\$2,894.75
Texas A&M University EMS	Brazos	\$2,894.75
CHI St. Joseph Regional Health Center EMS	Burleson	\$7,401
CHI St. Joseph Regional Health Center EMS	Grimes	\$8,969
Hilltop Lakes VFD	Leon	\$5,649.50
Jewett EMS	Leon	\$5,649.50
CHI St. Joseph EMS	Madison	\$5,255
Robertson County EMS	Robertson	\$9,530
Washington County EMS	Washington	\$7,762
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
PAGE TWO TOTAL		\$0
TOTAL		\$61,795



## **Brazos Valley Regional Advisory Council**

### **EMS County Fund Reimbursement Policy**

The Office of EMS/Trauma Systems (OEMS/TS) manages the EMS Allotment/Allocation (also referred as **EMS/County fund**). The funding consists of:

- Emergency Medical Services and Trauma Care System Account (911 fund);
- Emergency Medical Services, Trauma Facilities, and Trauma Care System Fund (1131 fund); and
- Designated Trauma Facility and Emergency Medical Services Fund (3588 fund).

Funding is dependent on the amount of money available in the accounts and calculation of the funding formula. The formula includes a trauma service area's geographic size, its population, and the number of eligible emergency healthcare runs (trauma and medical) submitted to the DSHS State EMS/Trauma Registry. Funds are then disbursed through Regional Advisory Councils (RAC) which determines how much funding an EMS Provider may receive through the RAC distribution plan.

The Brazos Valley Regional Advisory Council (BVRAC) distribution plan reimburses eligible EMS Providers based on total allocations per county divided equally by the number of eligible EMS providers for that county as presented in DSHS's contract with BVRAC.

BVRAC will fulfill the responsibilities and requirements set forth in the contractual Statement of Work (SOW) in addition to inform eligible EMS Providers:

- Allocations as per the BVRAC Distribution Plan
- Quarterly reminders and status updates
- Notification on eligible and non-eligible reimbursement requirements
- Dates when BVRAC will begin and stop accepting reimbursement requests
- Amend the BVRAC Distribution Plan to reallocate EMS Provider allocations should EMS Providers not be able to utilize the full amount, be deemed non-responsive, or non-compliant to deadlines set forth by BVRAC. Unused reimbursements will be offered to an EMS Provider within the same county first then to another county should the same county not be able to use the allocations.

BVRAC eligible EMS Providers will comply with requirements presented in the SOW in addition to:

- Submit reimbursement requests no later than 60 days prior to the stated DSHS end of contract period for EMS County funds.
- Notify BVRAC at earliest opportunity if unable to meet the reimbursement requirements so that funds can be disseminated to other EMS Providers
- Adhere to BVRAC policy

BVRAC is committed to supporting all eligible BVRAC EMS Providers in ensuring the EMS County fund reimbursements are processed in a quick and timely manner. Providers should contact BVRAC staff on any questions or assistance in regards to EMS County. Additional information can be found at

<https://dshs.texas.gov/emstraumasystems/sb102elig.shtm?terms=ems%20county%20fund>

EMS County Funds are 100% pass-through to eligible EMS Providers.

# Stop The Bleed Report

## Brazos Valley Regional Advisory Council 2.6.20

### **North Zulch (October 11):**

- 126 students
- 51 teachers and instructors

### **Caldwell (October 14):**

- 10 instructors

### **A&M Consolidated High School (October 16):**

- 1062 students and staff
- 61 instructors

### **Anderson/Shiro (October 23):**

- 127 students
- 16 instructors

### **Aggieland Pre-School Academy (October 23)**

- 12 Students

### **College View High School (November 13)**

- 84 Students
- 12 Instructors

### **Bryan High School (January 22)**

- 2200 Students

### **Calvert ISD**

- 4 Students

### **Total**

**Students: 3,415**

**Instructors: 150**

# AGENCY MEMBERSHIP DUES AND FORMS 2020

1.31.20

ENTITY	Date Paid	Amount	Paid Y/N	Rep Form Y/N	Received
<b>Hospitals</b>					
Baylor Scott & White Brenham	10/31/2019	\$500.00	Y	Yes	10/10/2019
Baylor Scott & White College Station	10/31/2019	\$500.00	Y	Yes	11/20/2019
CAPROCK	12/11/2019	\$500.00	Y	Yes	11/26/2019
CHI St Joseph Health Regional Hospital	11/19/2019	\$500.00	Y	Yes	12/11/2019
CHI St. Joseph Health Burleson Hospital				Yes	9/30/2019
CHI St. Joseph Health College Station	10/25/2019	\$500.00	Y	Yes	10/3/2019
CHI St. Joseph Health Grimes Hospital	12/11/2019	\$500.00	Y	Yes	12/5/2019
CHI St. Joseph Health Madison Hospital	12/18/2019	\$500.00	Y	Yes	10/2/2019
Encompass Health	11/15/2019	\$500.00	Y	Yes	9/30/2019
SignatureCare	11/19/2019	\$500.00	Y	Yes	11/20/2019
The Physicians Centre	10/25/2019	\$500.00	Y	Yes	12/13/2019
<b>EMS Agencies</b>					
Bryan Fire Department	10/25/2019	\$250.00	Y	Yes	9/30/2019
College Station Fire Department					
Hilltop Lakes VFD				Yes	10/3/2019
Jewett EMS	1/31/2020	\$250.00	Y	Yes	1/31/2020
PHI, Inc	10/25/2019	\$250.00	Y	Yes	9/30/2019
Robertson County EMS				Yes	1/23/2020
St. Joseph EMS	1/31/2019	\$250.00	Y	Yes	9/13/2019
Texas A&M University EMS	11/8/2019	\$250.00	Y	Yes	9/30/2019
Washington County EMS	11/22/2019	\$250.00	Y	Yes	11/22/2019
<b>FRO's/ Other Institutions</b>					
Brazos County Health District				Yes	12/18/2019
Washington County First Responders				Yes	11/22/2019
Washington County OEM	10/31/2019	\$50.00	Y	Yes	10/29/2019
<b>Colleges</b>					
Blinn College EMS Program	10/31/2019	\$250.00	Y	Yes	10/10/2019



**Brazos Valley Regional Advisory Council  
2019 Member Agency Participation**

	February	April	June	August	October	December	Attendance 2019
<b>Hospitals</b>							
Baylor Scott & White Brenham	X	X	X	X	X		5
Baylor Scott & White College Station	X	X	X	X	X		5
CAPROCK	X	X	X	X			4
CHI St. Joseph Regional Bryan	X	X	X	X			4
CHI St. Joseph Burleson		X	X	X	X		4
CHI St. Joseph College Station	X	X	X	X	X		5
CHI St. Joseph Grimes	X	X	X	X	X		5
CHI St. Joseph Madison	X		X		X		3
Encompass Health		X	X		X		3
The Physicians Centre	X	X	X	X	X		5
<b>EMS Agencies</b>							
Bryan Fire Department	X	X	X	X	X		5
College Station Fire Department	X	X	X	X			4
Hilltop Lakes VFD	X	X	X	X	X		5
Jewett	X	X	X	X			4
PHI	X	X	X	X	X		5
Robertson County EMS	X	X	X	X	X		5
St. Joseph EMS		X			X		2
Texas A&M University EMS	X	X	X	X	X		5
Washington County EMS	X		X		X		3
<b>FRO's/Other Institutions</b>							
Washington County First Responders	X	X					2
Washington County OEM	X	X	X	X	X		5
**Brazos County Health Department	X	X	X	X			4
<b>Colleges</b>							
**Blinn College	X			X			2

X= Attended Meeting.

?=Absent

No Meeting

\*\*= Non Voting Agencies