



**Brazos Valley Regional Advisory Council  
Board of Directors Meeting  
September 13, 2019**

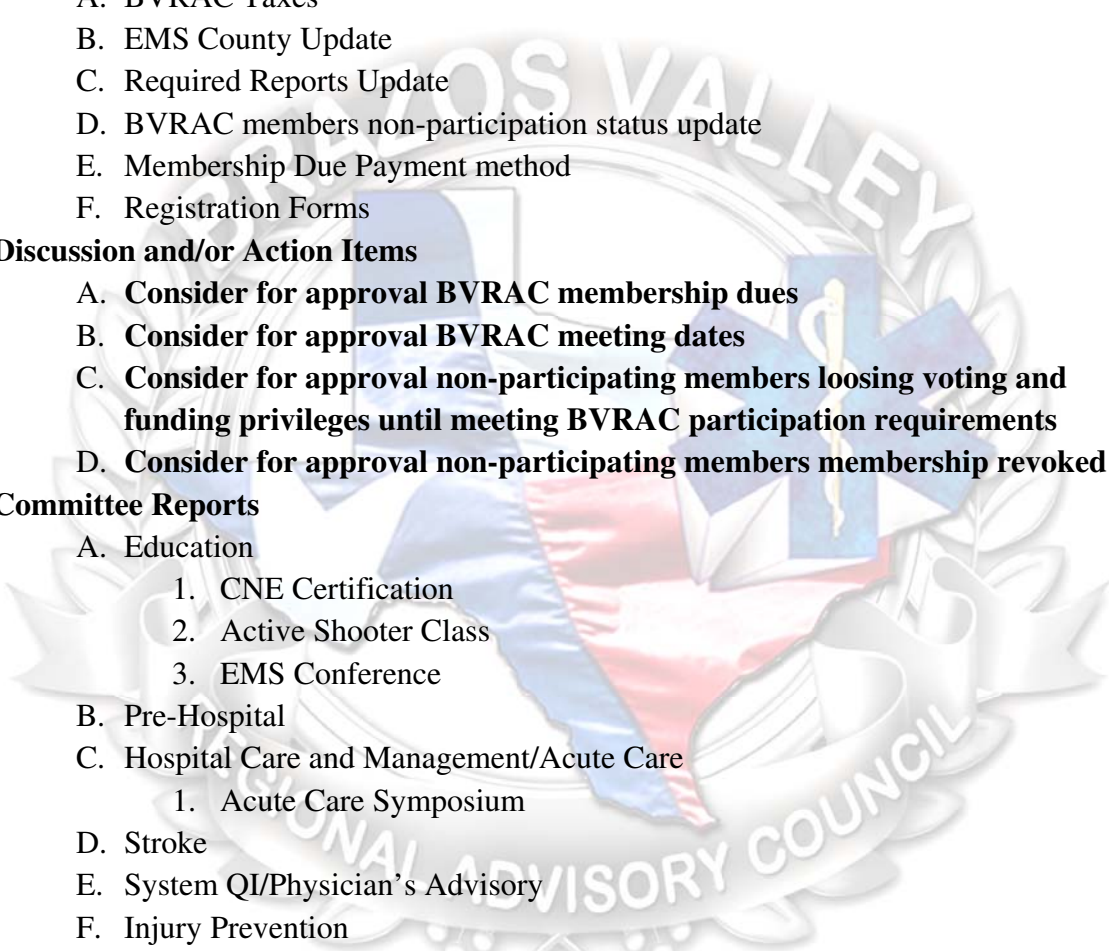
<b>Agenda</b>	<b>1</b>
<b>August 1, 2019 BOD Meeting Minutes</b>	<b>2-4</b>
<b>Financials</b>	<b>5-28</b>
<b>Notice to Proceed</b>	<b>29</b>
<b>BVRAC Meeting Dates FY 2020</b>	<b>30</b>
<b>Board of Directors Participation Tracker 2019</b>	<b>31</b>

# **AGENDA**

## **Brazos Valley Regional Advisory Council Board of Directors Meeting**

1000 September 13, 2019

CENTER FOR REGIONAL SERVICES BUILDING  
3991 E. 29<sup>TH</sup> ST. BRYAN TX

- 
- I. Call to Order**
  - II. Introductions**
  - III. Approval of Board of Director's August 1, 2019 Meeting Minutes**
  - IV. Financial Report**
  - V. Executive Director Report**
    - A. BVRAC Taxes
    - B. EMS County Update
    - C. Required Reports Update
    - D. BVRAC members non-participation status update
    - E. Membership Due Payment method
    - F. Registration Forms
  - VI. Discussion and/or Action Items**
    - A. Consider for approval BVRAC membership dues
    - B. Consider for approval BVRAC meeting dates
    - C. Consider for approval non-participating members losing voting and funding privileges until meeting BVRAC participation requirements
    - D. Consider for approval non-participating members membership revoked
  - VII. Committee Reports**
    - A. Education
      - 1. CNE Certification
      - 2. Active Shooter Class
      - 3. EMS Conference
    - B. Pre-Hospital
    - C. Hospital Care and Management/Acute Care
      - 1. Acute Care Symposium
    - D. Stroke
    - E. System QI/Physician's Advisory
    - F. Injury Prevention
    - G. Disaster/Emergency Preparedness
      - 1. CPAP discussion
    - H. Perinatal
  - VIII. Open Forum**
  - IX. Important Dates**
    - A. General Assembly meeting October 3, 2019
  - X. Adjourn**

**Minutes**  
**Brazos Valley Regional Advisory Council**  
**Board of Directors Meeting**  
 900 August 1, 2019  
 Brazos Valley Council of Governments Building  
 3991 E. 29th Street, Bryan, Texas 77802

**Members Present**

<u>Position</u>	<u>Board Member</u>	<u>Agency</u>	<u>Absent/ Present</u>
Chair	Billy Rice	CHI St. Joseph Health EMS	Present
Vice Chair	Amanda Lugar	CAPROCK	Present*
Secretary	Brandy LaPaglia	CHI St. Joseph Health Regional	Present
Treasurer	Patti Parks	Baylor Scott & White-Brenham	Present
Injury Prevention	Ashley Johse	College Station Medical Center	Present
Stroke	Rebecca Hickman	CHI St. Joseph Health Regional	Absent
Education	Ashley Kopech	Baylor Scott & White-Brenham	Present
Hospital & Acute Care	Erin Gaas	CHI St. Joseph Health Regional	Present
Systems QI / Physician's Advisory	Dr. Vincent Ohaju	CHI St. Joseph Health Regional	Absent
DEPC/BVHCC	Cory Matthews	Bryan Fire Department	Present
Pre-Hospital	Kevin Deramus	Washington County EMS	Absent
Perinatal	Dr. Daniel Dawson	CHI St. Joseph Health Regional	Present
EMC at Large	Bryan Ruemke	Washington County OEM	Absent

\*called in

**Staff Present**

<u>Position</u>	<u>Name</u>	<u>Agency</u>	<u>Absent/ Present</u>
Program Manager	Roger Sheridan	BVCOG	Present
Planner	Rebecca Hill	BVCOG	Present

**Guest Present**

<u>Position</u>	<u>Name</u>	<u>Agency</u>	<u>Absent/ Present</u>
HCC Coordinator	Chelsa Elmore	CATRAC	Present

- I. **Call to Order** – The meeting was called to order at 9:03 A.M. by Mr. Rice
- II. **Introductions** – All members introduced themselves.
- III. **Approval of July 12, 2019 Meeting Minutes** – Dr. Dawson motioned to approve the July 12, 2019 meeting minutes. Ms. LaPaglia seconded; motion carried.
- IV. **Financial Report** – Mr. Sheridan directed the board's attention to pages 7 – 25 of the packet to review the financial report. Expenditures have remained the same from the previous month. There are several final pending expenditures that have do not show up on the report which include rescue pumps, stop the bleed training kits and instruction booklets as well as the Newborn Annie. There is \$6,137.07 available for stop the bleed kits as well as \$3,500 that was set aside in EMS RAC for stop the bleed kits.

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Three thousand dollars was set aside for three people to attend the Pinnacle Conference. Only one person attended the conference. The board will discuss how to use these funds as an action item later in the meeting.

Everything has been paid for in EMS County and when the final check gets cashed, the balance will be zero.

Mr. Matthews motioned to approve the financial report as presented. Ms. Gaas seconded; motion carried.

**V. Executive Directors Report**

- A. Contractual Changes** – Mr. Sheridan shared that the current contract has July 31<sup>st</sup> as the final date for EMS County expenses. The new contract moves EMS County and all other contract deadliness to the right to start on September 1<sup>st</sup> and end on August 31<sup>st</sup>. This will align with the BVCOG fiscal year.

**VI. Discussion/Action Items**

- A. Consider for approval reallocating remaining EMS Pinnacle Conference funding** – Mr. Deramus is the only one that attended the EMS Pinnacle Conference in Florida. The group had previously allocated \$1,000 to each person that attended the conference. This leaves \$2,400 in the budget. The two options with these funds are to fund all eligible expenses for the one person who attended the conference which would use up most of the remaining money or take the remaining money and allocate it to stop the bleed. Mr. Matthews made a motion to pay all eligible expenses from the Pinnacle conference and use any remaining funds to purchase stop the bleed kits. Ms. LaPaglia seconded; motion carried.

**VII. Open Forum**

- A.** Mr. Rice asked if the two people who won the SIM completion should book their hotel rooms for the EMS Conference directly or if the COG would book the rooms. Mr. Sheridan pointed out that the state had not released the RAC administrative funds yet so the RAC cannot spend the money and it is much easier to reimburse expenses. The two paramedics work for College Station Fire Department (CSFD) and Ms. Lugar is verifying that CSFD will book the rooms.
- B.** Mr. Rice shared that the new helicopter will be here at the end of August. Pilots completed their training recently and some early in the year so they will all have to get current. The crew will be doing training runs for a week including fake runs for patients day and night. Everyone is welcome to ride along once it is in the rotation. The goal is to start IFR transition after it has been in rotation for 6 months.

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- C. Three radios were ordered by CATRAC at a heavy discount that could work on the helicopters. The radios were counterfeit and cannot be programmed. Motorola has worked with CATRAC to get replacements at or close to the same price.
- D. Mr. Rice has a PRN / Part Time nurse opening. The orientation is very difficult.

**VIII. Important Dates**

- A. BVRAC Board Meeting September 13, 2019
- B. BVRAC General Assembly October 3, 2019

**IX. Adjourn – Meeting adjourned at 9:27 am.**

# BVRAC FY 19 EXPENDITURES 9-1-18 to 8-31-19

Tobacco (Fund 8072 - \$60,316)							EMS RAC
8072	8072	8072	8072	8072	8072	TOTAL 8072	Total 8073
NOT APPLICABLE	EDUCATION	INJURY PREVENTION	GETAC TRAVEL	STAFF TRAVEL	PRE-HOSP COMM		NOT APPLICABLE
9999	8001	8004	8018	8019	8022	TOTAL	9999

## REVENUES

State Grant Revenue (4211)	60,316.00						
Other Revenue (4251)		-	-	-	-	-	
<b>TOTAL REVENUES</b>	<b>\$ 60,316.00</b>					<b>\$ 60,316.00</b>	

## EXPENDITURES

Salaries (5110)	27,891.61						
Fringes (5151-5152, 5180, 5182-5183, 5192, 5194)	5,756.22						
3rd Party ISF (5645-5647, 5918, 6150, 6153)							8,869.44
Fixed ISF (5411,5643,5644)							3,642.23
Travel (5310)	106.75	4,850.39		338.38	490.43		
Training (5798)		1,335.00					
Prof Fees (5215)							
Supplies (5510)		16,713.67	996.64				4,755.15
Phone (5648)							1,671.56
Insurance (5771)							
Membership Dues (5790)							
Other (5791, 5762, 5950)							
Pass Thru (6178)							
Outreach (5722)							
<b>TOTAL EXPENDITURES</b>	<b>\$ 33,754.58</b>	<b>\$ 22,899.06</b>	<b>\$ 996.64</b>	<b>\$ 338.38</b>	<b>\$ 490.43</b>	<b>\$ -</b>	<b>\$ 18,938.38</b>

## NET INCOME (LOSS)

BUDGET	34,487	23,000	2,000	338	490		60,316	22,629
TOTAL EXPENSES FROM ABOVE	\$ 33,755	\$ 22,899	\$ 997	\$ 338	\$ 490	\$ -	\$ 58,479	\$ 18,938
TOTAL NET REMAINING	732	101	1,003	-	-	-	1,837	\$ 3,691
PENDING CHECK REQUESTS								
TOTAL REMAINING AFTER PENDING REQUESTS							\$ 1,837	\$ 3,691

**BVRAC FY 19 EXPENDITURES 9-1-18 to 8-31-19**

COUNTY (FUND 8064)	UNRESTRICTED FUNDS (FUND 8001)				
\$61,889.00	8001	8001	8001	8001	TOTAL 8001
COUNTY FUNDS	NOT APPLICABLE	MGMT COMM	EDUCATION	STROKE SYMPOSIUM	
8005-8011	9999	8023	8001	8016	TOTAL

**REVENUES**

State Grant Revenue (4211)		7,650.00	-	-	-	
Other Revenue (4251)		9,147.12	-	-	13,600.00	
<b>TOTAL REVENUES</b>		<b>\$ 16,797.12</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,600.00</b>	<b>\$ 30,397.12</b>

**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)			-	-	-	450.00	
Training (5798)		7,602.00	-	-	399.10	2,713.50	
Prof Fees (5215)			-	-	-	1,525.00	
Supplies (5510)		42,924.00	-	-	-	3,153.57	
Phone (5648)			-	-	-	-	
Insurance (5771)			-	2,065.00	-	-	
Membership Dues (5790)			-	900.00	-	-	
Other (5791, 5762, 5950)			-	8,517.19	-	1,040.13	
Pass Thru (6178)		11,363.05	-	-	-	-	
Outreach (5722)			-	-	-	-	
TOTAL EXPENDITURES		\$ 61,889.05	\$ -	\$ 11,482.19	\$ 399.10	\$ 8,882.20	\$ 20,763.49

**NET INCOME (LOSS)**

BUDGET	61,889	\$ 16,797	\$ (11,482)	\$ (339)	\$ 4,718	
TOTAL EXPENSES FROM ABOVE	\$ 61,889	\$ -	\$ (11,482)	\$ (399)	\$ (8,882)	\$ -
TOTAL NET REMAINING	\$ (0)	\$ -	\$ (11,482)	\$ (399)	\$ (8,882)	\$ -
PENDING CHECK REQUESTS						
TOTAL REMAINING AFTER PENDING REQUESTS						\$ -

# FY 19 BVRAC - UNRESTRICTED ACCOUNT

## EXPENDITURES/REVENUE to 08-31-2019

FUND CODE: 8001					TOTAL
NOT APPLICABLE	MANAGEMENT COMMITTEE	EDUCATION	STROKE SYMPOSIUM	PALS / ACLS	
9999	8023	8001	8016	8014	

BEGIN CASH BALANCE..... \$ 44,595.33

### REVENUES

ANNUAL MEMBERSHIP DUES (4511)	7,650.00					
REGISTRATIONS						
SPONSORS						
PALS/ACLS Reg.						
OTHER (4251)	9,147.12			13,600.00		
<b>TOTAL REVENUE</b>	<b>16,797.12</b>	<b>-</b>	<b>-</b>	<b>13,600.00</b>	<b>-</b>	<b>\$ 30,397.12</b>
REV BUDGETED	-	-	-	-	-	-
NET Rev (Under) Over	\$ 16,797.12	\$ -	\$ -	\$ 13,600.00	\$ -	\$ 30,397.12

### 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)	-	-	-	450.00	-	-
Training (5798)	-	-	399.10	2,713.50	-	-
Prof Fees (5215)	-	-	-	1,525.00	-	-
Supplies (5510)	-	-	-	3,153.57	-	-
Phone (5648)	-	-	-	-	-	-
Insurance (5771)	-	2,065.00	-	-	-	-
Membership Dues (5790)	-	900.00	-	-	-	-
Other (5791, 5762, 5950)	-	8,517.19	-	1,040.13	-	-
Pass Thru (6178)	-	-	-	-	-	-
Outreach (5722)	-	-	-	-	-	-
<b>TOTAL EXPENDED</b>	<b>\$ -</b>	<b>\$ 11,482.19</b>	<b>\$ 399.10</b>	<b>\$ 8,882.20</b>	<b>\$ -</b>	<b>\$ 20,763.49</b>
NET Exp (Over) Under	\$ -	\$ (11,482.19)	\$ (399.10)	\$ (8,882.20)	\$ -	\$ (20,763.49)
<b>NET REV/&lt;EXPENSE&gt;</b>	<b>16,797.12</b>	<b>(11,482.19)</b>	<b>(399.10)</b>	<b>4,717.80</b>	<b>-</b>	<b>9,633.63</b>
						<b>\$ 54,228.96</b>

Brazos Valley Council of Governments  
Check/Voucher Register  
From 9/1/2018 Through 8/31/2019

8001 - Brazos Valley Regional Advisory Committee Unrestricted							
ID	Effective Date	Check Number	Payee	Check Amount	Transaction Description	Session ID	Cleared Status
AMADIR	6/19/2019	126915	AMANDA DIRICKSON	450.00	BVRAC Stroke symposium:Speaker Travel Expenses	061919PAYMENTS	CL
BRACOUEXP	3/6/2019	126107	BRAZOS COUNTY EXPO	2,487.50	BVRAC Stroke Symposium Venue Rental for May 16, 2019	030619PAYMENTS	CL
BRACOUEXP	6/12/2019	126844	BRAZOS COUNTY EXPO	226.00	BVRAC Stroke Symposium venue final invoice	061219PAYMENT	CL
BUPCAT	5/30/2019	126758	BUPPY'S CATERING	575.49	BVRAC Symposium May 16, 2019	053019PAYMENTS	CL
CCCRE	5/15/2019	126637	CC CREATIONS	375.00	200 Black Non-Woven Totes-For Stroke Symposium	051519PAYMENTS	CL
CCCRE	5/22/2019	126702	CC CREATIONS	2,425.20	396 Printed T-Shirts for BVRAC Stroke Symposium Attendees	052219PAYMENT	CL
CHISTJOSEPH	1/30/2019	125805	CHI ST. JOSEPH HEALTH	500.00	REIMB. FOR DUPLICATE PAYMENT FOR BVRAC DUES	013019PAYMENTS	CL
COPSTO	6/12/2019	126860	COPY STOP	76.00	4 Foam board sign for Symposium	061219PAYMENT	CL
IQSOLINC	5/15/2019	126661	IQ SOLUTIONS INC	277.37	250 NIH Stroke Scale Laminated Booklets	051519PAYMENTS	OS
JASDEL	1/30/2019	125820	JASON'S DELI	186.66	Box Lunches for Stroke Certification Review Class	013019PAYMENTS	CL
JASDEL	1/30/2019	125820	JASON'S DELI	212.44	Box Lunches for Stroke Certification Review Class	013019PAYMENTS	CL
JERJOH	6/26/2019	127000	JEREMIAH JOHNSON,MD	1,525.00	BVRAC Stroke Symposium: Speaker Fees	062619PAYMENT	CL
PATBROHIL	12/19/2018	125525	PATTILLO, BROWN & HILL, L.L.P.	1,000.00	Form 990-Return of Organization Exempt from Income Tax-2017	121918PAYMENTS	CL
SAMCLU	6/12/2019	126899	SAM'S CLUB DIRECT	284.74	BVRAC Stroke Symposium breakfast and snack items	061219PAYMENT	CL
SECOFSTA	10/10/2018	124994	SECRETARY OF STATE	15.00	SOS Directory Address Change	101018PAYMENTS	CL
TETAF	2/21/2019	125990	TEXAS EMS TRAUMA & ACUTE CARE FO	900.00	TETAF Subscription Fees-2019	022119PAYMENTS	CL
VFIS	4/3/2019	126369	VFIS OF TEXAS	2,065.00	BVRAC Insurance Policy Renewals ACCOUNT #BRAZC-7	040319PAYMENT	CL
WAL1	5/30/2019	126780	WALMART COMMUNITY/GEMB	179.90	BVRAC Stroke symposium	053019PAYMENTS	CL
WASCOU	10/10/2018	125005	WASHINGTON COUNTY	7,502.19	BVRAC BVWACS Radios for DEPC (15), SJEMS (3), & S&W CS (4)	101018PAYMENTS	CL
Total 1012 - General Oper-BBT10302				21,263.49			

8072 - FY19 TOBACCO RAC HHS000124600006 \$60,316							
ID	Effective Date	Check Number	Payee	Check Amount	Transaction Description	Session ID	Cleared Status
AMADIR	3/6/2019	126087	AMANDA DIRICKSON	678.21	Instructor for SGRN Course (1/17-18/2019)	030619PAYMENTS	CL
AMYRIC	12/12/2018	125401	AMY PONZIO	966.56	Attended GETAC/EMS Conference in Fort Worth (11/16-20/18)	121218PAYMENTS	CL
BRANICLAP	1/3/2019	125572	BRANDY NICOLE LAPAGLIA	370.93	TETAF Annual Meeting & RAC Development-San Antonio-12/13-14	010318PAYMENTS	CL
EVECOM	3/6/2019	126119	EVENFLO COMPANY,INC	996.64	Infant Car Seats for The Prenatal Clinic	030619PAYMENTS	CL
KATFAULK	1/3/2019	125595	KATHERINE FAULK	882.31	Texas EMS Conference-Fort Worth-November 18-21, 2018	010318PAYMENTS	CL
MARTUR	1/3/2019	125598	MARCUS TUREK	627.05	Texas EMS Conference-Fort Worth-November 18-21, 2018	010318PAYMENTS	CL
PATPAR	3/20/2019	126249	PATTI PARKS	621.18	GETAC / RAC Chairs-Austin-(2/26/19-3/1/19)	032019PAYMENTS	CL
PATPAR	7/24/2019	127212	PATTI PARKS	338.38	GETAC/RAC Chairs Meeting-Austin-June 25 & 26, 2019	072419PAYMENTS	OS
ROGSHE	11/7/2018	EFT110718-27	ROGER SHERIDAN	106.75	Attended Preparedness Symposium in Galveston-10/23-26,2018	EFT110718ROGER	CL
ROGSHE	2/21/2019	EFT-022119-23	ROGER SHERIDAN	119.50	Attended EMTF-7 Meeting in Belton-Feb 12, 2019	022119PAYMENTS	CL
SCHHEACOR	4/10/2019	126416	SCHOOL HEALTH CORPORATION	4,999.35	85 Basic Bleeding Kits-Vacuum Sealed-Individual-\$57.11/each	041019PAYMENT	CL
SCHHEACOR	8/21/2019	127420	SCHOOL HEALTH CORPORATION	2,055.06	Newborn Anne Laerdal	082119PAYMENTS	OS
WASCOUEMS	8/28/2019	127479	WASHINGTON COUNTY EMS	2,410.08	Attended Pinnacle EMS Conference July 21-25,2019	082819PAYMENT	OS
Total 1012 - General Oper-BBT10302				15,172.00			

8073 - FY19 EMS RAC HHS000124600006 - \$22,629							
ID	Effective Date	Check Number	Payee	Check Amount	Transaction Description	Session ID	Cleared Status
AMPOUGOO	7/10/2019	127075	AMP YOUR GOOD INC	3,257.00	Two Stop The Bleed Training Kits & 500 Instructional Booklet	071019PAYMENTS	OS
VERWIR	12/12/2018	125461	VERIZON WIRELESS	151.96	VERIZON BILLING CYCLE 10/26/18 - 11/25/18	121218PAYMENTS	CL
VERWIR	1/9/2019	125671	VERIZON WIRELESS	151.96	VERIZON ACCT # 320449593-0001 CYCLE 11/26/18 - 12/25/18	CKIM010919	CL
VERWIR	2/13/2019	125942	VERIZON WIRELESS	151.96	VERIZON ACCT # 320449593-0001 CYCLE 12/26/18 - 01/25/19	021319PAYMENTS	CL
VERWIR	3/13/2019	126201	VERIZON WIRELESS	151.96	VERIZON ACCT # 320449593-0001 CYCLE 01/26/19 - 02/25/19	031319PAYMENTS	CL
VERWIR	4/10/2019	126432	VERIZON WIRELESS	151.96	VERIZON ACCT # 320449593-0001 CYCLE 02/26/19 - 03/25/19	041019PAYMENT	CL
VERWIR	5/15/2019	126687	VERIZON WIRELESS	151.96	VERIZON ACCT # 320449593-0001 CYCLE 03/26/19 - 04/25/19	051519PAYMENTS	CL
VERWIR	6/12/2019	126909	VERIZON WIRELESS	151.96	VERIZON ACCT # 320449593-0001 CYCLE 04/26/19 - 05/25/19	061219PAYMENT	CL
VERWIR	7/10/2019	127112	VERIZON WIRELESS	151.96	VERIZON ACCT # 320449593-0001 CYCLE 05/26/19 - 06/25/19	071019PAYMENTS	CL
VERWIR	8/14/2019	127376	VERIZON WIRELESS	151.96	VERIZON ACCT # 320449593-0001 CYCLE 06/26/19 - 07/25/19	081319PAYMENTS	OS
ZOLMEDCOR	7/18/2019	127184	ZOLL MEDICAL CORPORATION	1,498.15	9 Rescue Pumps - CPD Device	071819PAYMENT	CL
Total 1012 - General Oper-BBT10302				6,122.79			

8074 - FY19 COUNTY FUNDS HHS000124600006 - \$61,889							
ID	Effective Date	Check Number	Payee	Check Amount	Transaction Description	Session ID	Cleared Status
BOUTREMED	12/12/2018	125417	BOUND TREE MEDICAL LLC	2,811.00	For EMS/County Grant HHS000124600006-Medical Supplies	121218PAYMENTS	CL
COLSTAFIRDEP	6/19/2019	126923	COLLEGE STATION FIRE DEPARTMENT	2,810.50	EMS COUNTY GRANT HHS000124600006	061919PAYMENTS	CL
HILLAKFIRDEP	6/12/2019	126879	HILLTOP LAKES FIRE DEPARTMENT	5,741.55	EMS COUNTY GRANT HHS000124600006	061219PAYMENT	CL
JEWEMSINC	3/13/2019	126178	JEWETT EMS INC	5,742.50	EMS County Grant HHS000124600006	031319PAYMENTS	CL
ROBCOUEMS	1/3/2019	125602	ROBERTSON COUNTY EMS	9,667.00	EMS County Grant HHS000124600006	010318PAYMENTS	CL
STJOSEMS	8/21/2019	127426	ST JOSEPH EMS	24,703.50	EMS COUNTY GRANT HHS000124600006	082119PAYMENTS	OS
TEXAMUNI-EMS	4/10/2019	126428	TEXAS A&M UNIVERSITY EMS	2,811.00	EMS County Grant HHS000124600006	041019PAYMENT	CL
WASCOUEMS	10/10/2018	125007	WASHINGTON COUNTY EMS	7,602.00	EMS County Grant HHS000124600006 Reimbursement	101018PAYMENTS	CL
Total 1012 - General Oper-BBT10302				61,889.05			

Report Total

104,447.33

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8072 - FY19 TOBACCO RAC HHS000124600006 \$60,316

8001 - BVRAC Education Committee (8001)

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Travel	5310	4,850.39
Supplies	5510	16,713.67
Training and Meeting Expense	5798	1,335.00
Total General Expenses		22,899.06
Total Expense		22,899.06
Net Revenue (Expense)		(22,899.06)

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8072 - FY19 TOBACCO RAC HHS000124600006 \$60,316

8004 - BVRAC Injury Prevention (8004)

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Supplies	5510	996.64
Total General Expenses		996.64
Total Expense		996.64
Net Revenue (Expense)		(996.64)

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8072 - FY19 TOBACCO RAC HHS000124600006 \$60,316

8018 - BVRAC GETAC Travel (8018)

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Travel	5310	<u>338.38</u>
Total General Expenses		<u>338.38</u>
Total Expense		<u>338.38</u>
Net Revenue (Expense)		<u>(338.38)</u>

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8072 - FY19 TOBACCO RAC HHS000124600006 \$60,316

8019 - BVRAC Staff Travel (8019)

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Travel	5310	490.43
Total General Expenses		490.43
Total Expense		490.43
Net Revenue (Expense)		(490.43)

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8072 - FY19 TOBACCO RAC HHS000124600006 \$60,316

9999 - Not Applicable

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Revenue		
State Grant Revenue	4211	60,316.00
Total Revenue		60,316.00
Expense		
Salaries & Fringe Benefits		
Salaries		
Salaries	5110	27,891.61
Total Salaries		27,891.61
Fringe Benefits		
Payroll Taxes FICA	5151	1,612.62
Payroll Taxes Medicare	5152	377.11
TCDRS Retirement	5180	1,777.37
Contribution Expense		
Dental Insurance (JP)	5182	17.04
Vision Insurance (Vision	5183	25.05
Care)		
Hospitalization	5192	1,821.90
Term Life Insurance	5194	125.24
Total Fringe Benefits		5,756.33
Total Salaries & Fringe Benefits		33,647.94
General Expenses		
Travel	5310	106.75
Total General Expenses		106.75
Total Expense		33,754.69
Net Revenue (Expense)		26,561.31

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8073 - FY19 EMS RAC HHS000124600006 - \$22,629

8022 - BVRAC Pre Hospital Committee (8022)

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Supplies	5510	4,755.15
Total General Expenses		4,755.15
Total Expense		4,755.15
Net Revenue (Expense)		(4,755.15)

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8073 - FY19 EMS RAC HHS000124600006 - \$22,629

9999 - Not Applicable

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
<hr/>		
Expense		
General Expenses		
Third Party Telephone	5648	1,823.52
Total General Expenses		1,823.52
Indirect Costs		
3rd Party ISF		
Third Party Copy/Fax	5645	30.26
Third Party Accounting Service	5646	6,297.71
Third Party Postage	5647	39.70
THIRD PARTY HUMAN RESOURCE	5650	46.41
Third Party Indirect	5918	1,836.38
Accounting Svc ISF	6150	618.88
Human Resource Management ISF	6153	0.10
Total 3rd Party ISF		8,869.44
Fixed ISF		
Space Costs	5411	1,498.14
Third Party R.I.P.	5643	724.39
Third Party System Admin	5644	1,419.90
Total Fixed ISF		3,642.43
Total Indirect Costs		12,511.87
Total Expense		14,335.39
Net Revenue (Expense)		(14,335.39)

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8074 - FY19 COUNTY FUNDS HHS000124600006 - \$61,889

8005 - BVRAC Brazos County

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Supplies	5510	5,621.50
Delegate Agency Costs	6178	5,621.50
Total General Expenses		11,243.00
Total Expense		11,243.00
Net Revenue (Expense)		(11,243.00)

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8074 - FY19 COUNTY FUNDS HHS000124600006 - \$61,889

8006 - BVRAC Burleson County

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Supplies	5510	<u>7,492.00</u>
Total General Expenses		<u>7,492.00</u>
Total Expense		<u>7,492.00</u>
Net Revenue (Expense)		<u>(7,492.00)</u>

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8074 - FY19 COUNTY FUNDS HHS000124600006 - \$61,889

8007 - BVRAC Grimes County

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Supplies	5510	9,081.00
Total General Expenses		9,081.00
Total Expense		9,081.00
Net Revenue (Expense)		(9,081.00)

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8074 - FY19 COUNTY FUNDS HHS000124600006 - \$61,889

8008 - BVRAC Leon County

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Supplies	5510	5,742.50
Delegate Agency Costs	6178	5,741.55
Total General Expenses		11,484.05
Total Expense		11,484.05
Net Revenue (Expense)		(11,484.05)

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8074 - FY19 COUNTY FUNDS HHS000124600006 - \$61,889

8009 - BVRAC Madison County

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Supplies	5510	5,320.00
Total General Expenses		5,320.00
Total Expense		5,320.00
Net Revenue (Expense)		(5,320.00)

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8074 - FY19 COUNTY FUNDS HHS000124600006 - \$61,889

8010 - BVRAC Robertson County

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Supplies	5510	9,667.00
Total General Expenses		9,667.00
Total Expense		9,667.00
Net Revenue (Expense)		(9,667.00)

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8074 - FY19 COUNTY FUNDS HHS000124600006 - \$61,889

8011 - BVRAC Washington County

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Training and Meeting Expense	5798	7,602.00
Total General Expenses		7,602.00
Total Expense		7,602.00
Net Revenue (Expense)		(7,602.00)

## Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8001 - Brazos Valley Regional Advisory Committee Unrestricted

8001 - BVRAC Education Committee (8001)

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Training and Meeting Expense	5798	399.10
Total General Expenses		399.10
Total Expense		399.10
Net Revenue (Expense)		(399.10)

## Brazos Valley Council of Governments

### Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8001 - Brazos Valley Regional Advisory Committee Unrestricted

8016 - BVRAC STROKE Funds (8016)

From 9/1/2018 Through 8/31/2019

		Current Month Expenses
Revenue		
Other Revenue	4251	13,600.00
Total Revenue		13,600.00
Expense		
General Expenses		
Professional Fees	5215	1,525.00
Travel	5310	450.00
Supplies	5510	3,153.57
Training and Meeting Expense	5798	2,713.50
Total General Expenses		7,842.07
Other Expenses		
Other Expense	5791	1,040.13
Total Other Expenses		1,040.13
Total Expense		8,882.20
Net Revenue (Expense)		4,717.80

## 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 9/1/2018 Through 8/31/2019

		Current Month Expenses
Expense		
General Expenses		
Insurance	5771	<u>2,065.00</u>
Total General Expenses		<u>2,065.00</u>
Other Expenses		
Membership Dues	5790	900.00
Other Expense	5791	<u>8,517.19</u>
Total Other Expenses		<u>9,417.19</u>
Total Expense		<u>11,482.19</u>
Net Revenue (Expense)		<u>(11,482.19)</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 9/1/2018 Through 8/31/2019

		Current Month Expenses
Revenue		
Other Revenue	4251	9,147.12
Annual Membership Dues	4511	7,650.00
Total Revenue		16,797.12
Net Revenue (Expense)		16,797.12

## BVRAC FY2020 Budget

EMS Systems RAC							EMS RAC
8082	8082	8082	8082	8082	8082	TOTAL 8082	Total 8083
NOT APPLICABLE	EDUCATION	INJURY PREVENTION	BOARD TRAVEL	GETAC TRAVEL	PRE-HOSP COMM		NOT APPLICABLE
9999	8001	8004	8017	8018	8023	TOTAL	8085

### REVENUES

State Grant Revenue (4211)	55,945.00	10,000.00	10,000.00	500.00	4,183.00	1,500.00		
Other Revenue (4251)		-	-	-	-	-		
<b>TOTAL REVENUES</b>	<b>\$ 55,945.00</b>	<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>	<b>\$ 500.00</b>	<b>\$ 4,183.00</b>	<b>\$ 1,500.00</b>	<b>\$ 82,128.00</b>	

### 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)								
Supplies (5510)		-						
Phone (5648)								
Insurance (5771)								
Membership Dues (5790)								
Other (5791, 5762, 5950)								
Pass Thru (6178)								
Outreach (5722)								
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

### NET INCOME (LOSS)

<b>BUDGET</b>	<b>55,945</b>	<b>10,000</b>	<b>10,000</b>	<b>500</b>	<b>4,183</b>	<b>1,500</b>	<b>82,128</b>	
<b>TOTAL EXPENSES FROM ABOVE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL NET REMAINING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>PENDING CHECK REQUESTS</b>								
<b>TOTAL REMAINING AFTER PENDING REQUESTS</b>							<b>\$ -</b>	

## BVRAC FY2020 Budget

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

### REVENUES

State Grant Revenue (4211)	7,650.00	-	-	-	
Other Revenue (4251)	9,147.12	-	-	13,600.00	
<b>TOTAL REVENUES</b>	<b>\$ 16,797.12</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,600.00</b>	<b>\$ 30,397.12</b>

### 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)	-	-	-	450.00	
Training (5798)	-	-	399.10	2,713.50	
Prof Fees (5215)	-	-	-	1,525.00	
Supplies (5510)	-	-	-	3,153.57	
Phone (5648)	-	-	-	-	
Insurance (5771)	-	2,065.00	-	-	
Membership Dues (5790)	-	900.00	-	-	
Other (5791, 5762, 5950)	-	8,517.19	-	1,040.13	
Pass Thru (6178)	-	-	-	-	
Outreach (5722)	-	-	-	-	
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 11,482.19</b>	<b>\$ 399.10</b>	<b>\$ 8,882.20</b>	<b>\$ 20,763.49</b>

### NET INCOME (LOSS)

<b>BUDGET</b>	<b>61,795</b>	<b>\$ 16,797</b>	<b>\$ (11,482)</b>	<b>\$ (339)</b>	<b>\$ 4,718</b>	
<b>TOTAL EXPENSES FROM ABOVE</b>		<b>\$ -</b>	<b>\$ (11,482)</b>	<b>\$ (399)</b>	<b>\$ (8,882)</b>	<b>\$ -</b>
<b>TOTAL NET REMAINING</b>		<b>\$ -</b>	<b>\$ (11,482)</b>	<b>\$ (399)</b>	<b>\$ (8,882)</b>	<b>\$ -</b>
<b>PENDING CHECK REQUESTS</b>						
<b>TOTAL REMAINING AFTER PENDING REQUESTS</b>						<b>\$ -</b>

BVWAC \$7,800

Insurance \$3,500

Taxes \$1,000

TETAF \$1,000

\$2,000

\$6,000

August 28, 2019

Billy Rice, RAC Chair  
Brazos Valley Regional Advisory Council  
Center of Regional Services, PO Drawer 4128, East 29<sup>th</sup> Street  
Bryan, Texas 77805

Re: Contract No. HHS000124600006  
VIA email to: [billyr@st-joseph.org](mailto:billyr@st-joseph.org), [alugarrn@gmail.com](mailto:alugarrn@gmail.com),  
[roger.sheridan@bvcog.org](mailto:roger.sheridan@bvcog.org)

**RE: NOTICE TO PROCEED**

Dear Mr. Rice:

Brazos Valley Regional Advisory Council is authorized to proceed with the RAC Systems Development activities within the Emergency Medical Services/County Regional Advisory Council (EMS/CO-RAC) contract. The RAC Systems Development funds are available September 1, 2019 through August 31, 2020 and the contract term is May 1, 2019 through August 31, 2020.

As amended, the RAC Systems Development allocation is fully funded in the amount of \$60,007.00.

The total amount of the FY20 contract is \$152,454.00.

This Notice to Proceed is an official Notice under your Contract and becomes part of your Contract file. Please let us know if you have any questions or need additional information. We look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Jonah Wilczynski", with a stylized, cursive script.

Jonah Wilczynski, CTCM  
Unit Director, Admin./RLHO/Consumer Protection Unit  
Contract Management Section  
Department of State Health Services

*BVRAC Board of Directors*

*BVRAC Committees: Injury Prevention/ Stroke/Acute Care & Hospital Care & Management/Pre-Hospital/Systems QI & Physician's Advisory/Perinatal/Disaster Preparedness/Education/ Emergency Management-At-Large*

**Meeting Time:**

**Board of Directors (BOD)**

1000 - 1130 (meets every second Friday on odd months)

0900 - 1000 (meets every first Thursday on even months)

**General Assembly (GA)** meets first Thursday of even months

0900 - 1000 Board of Directors

1000 - 1145 DEPC/BVHCC

1200 - 1245 Perinatal

1300 – 1530 General Assembly

**Meeting Location:** (BVCOG) 3991 E. 29<sup>th</sup> St. Bryan TX 77802

**Monthly Meeting Dates:**

September 13, 2019 (BOD Meeting) Board Rm

October 3, 2019 (BOD & GA Meetings) BOD-Washington RM; GA-Board RM

November 8, 2019 (BOD Meeting) Brazos A Rm

December 5, 2019 (BOD & GA Meetings) Brazos A&B Rm

January 10, 2020 (BOD Meeting) Brazos A Rm

February 6, 2020 (BOD & GA Meetings) Board Rm

March 13, 2020 (BOD Meeting) Brazos A Rm

April 2, 2020 (BOD & GA Meetings) Board Rm

May 8, 2020 (BOD Meeting) Brazos A

June 4, 2020 (BOD & GA Meetings) Board Rm

July 10, 2020 (BOD Meeting) Brazos A

August 6, 2020 (BOD & GA Meetings) Board Rm

**State Meeting Dates:**

September 25-27, 2019 GETAC

November 23-25, 2019 GETAC

February 2020 GETAC

June 2020 GETAC

# Brazos Valley Regional Advisory Council 2019

9.13.19

## Board of Directors Participation

	Board Members	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	Total Attended
1	Billy Rice Chair	X	X		X	X	X	X		X		X					
2	Amanda Lugar Vice Chair		X		X	X		X	X	X	X	**					
3	Brandy LaPaglia Secretary	X	X		X	X	X	X	X	X		X					
4	Patti Parks Treasurer						X	X	X	X	X	X					
1	Cory Matthews DEPC	X	X		X	X	X	X	X	X	X	X					
2	Ashley Kopech Education						X	X	X	X	X	X					
3	Dr. Vincent Ohaju Systems/ QI/PA				X	X					X						
4	Ashley Johse Injury Prevention	X	X		X		X	X	X	X	X	X					
5	Kevin Deramus Pre- Hospital	X	X			X	X			X	X						
6	Erin Gaas Hospital/Acute Care	X	X		X		X	X	X	X	X	X					
7	Rebecca Hickman Stroke	X			O	O	X	X	X	X	X						
8	Bryan Ruemke EMC at Large	X	X		X	X	X	X	X	X	X						
10	Dr. Dawson Perinatal		X			X	X		X	X	X	X					
	Roger Sheridan Public Safety Manager	X	X		X	X	X		X		X	X					
	Rebecca Hill Planner	X	X		X	X	X	X	X	X	X	X					
				Pres. Bush Funeral													

X= Attended meeting.

\*\*= Call In

New Appointments

O= Substitution

No meeting

?= Absent