



**Brazos Valley Regional Advisory Council
Board of Directors Meeting
January 10, 2020**

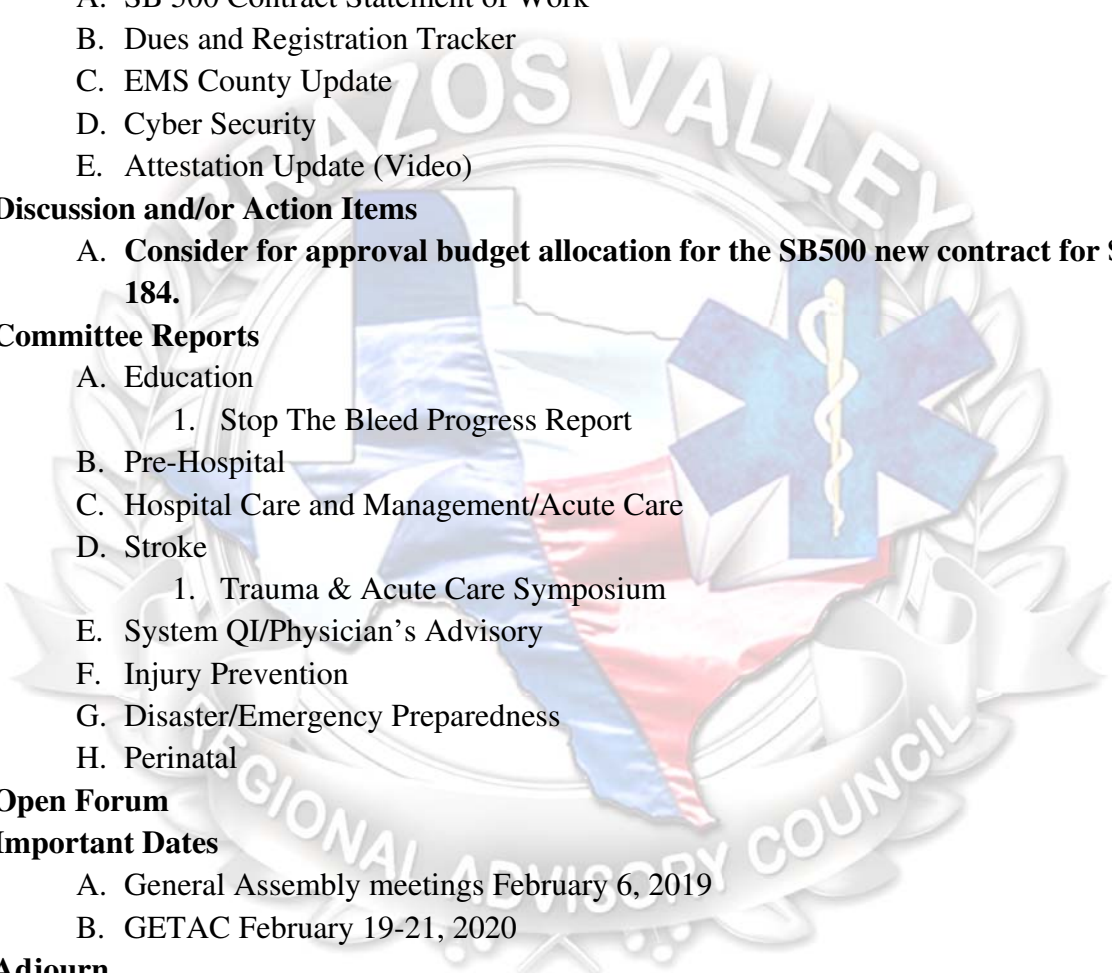
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AGENDA

Brazos Valley Regional Advisory Council Board of Directors Meeting

1000 November 8, 2019

CENTER FOR REGIONAL SERVICES BUILDING
3991 E. 29TH ST. BRYAN TX

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- I. Call to Order**
 - II. Introductions**
 - III. Approval of Board of Director's December 5, 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
 - D. Cyber Security
 - E. Attestation Update (Video)
 - 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. Stop The Bleed Progress Report
 - B. Pre-Hospital
 - C. Hospital Care and Management/Acute Care
 - D. Stroke
 - 1. Trauma & Acute Care Symposium
 - E. System QI/Physician's Advisory
 - F. Injury Prevention
 - G. Disaster/Emergency Preparedness
 - H. Perinatal
 - VIII. Open Forum**
 - IX. Important Dates**
 - A. General Assembly meetings February 6, 2019
 - B. GETAC February 19-21, 2020
 - X. Adjourn**

Minutes
Brazos Valley Regional Advisory Council
Board of Directors Meeting
0900 December 5, 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	CHI St Joseph Health – CS	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	Present
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	Absent
EMC at Large	Bryan Ruemke	Washington County OEM	Present

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

Guests Present

<u>Name</u>	<u>Agency</u>	<u>Absent/ Present</u>
Lori Lagrone	CHI St. Joseph	Present
Wanda Dias	CHI St. Joseph	Present

- I. Call to Order** – The meeting was called to order at 9:02 A.M. by Mr. Rice
- II. Introductions** – All members introduced themselves.
- III. Approval of November 8, 2019 Meeting Minutes** – Mr. Ruemke motioned to approve the November 8, 2019 meeting minutes with the change noted. Ms. LaPaglia seconded; motion carried.
- IV. Financial Report** – Mr. Sheridan directed the board's attention to pages 7 – 14 of the packet to review the financial report. The FY2020 financial report shows expenses for salary and taxes. The checks for the Active Shooter course in Brenham and EMS County reimbursement to Bryan Fire Department are in process and CATRAC paid the invoice for the BVWACS Radios.

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Ms. Lugar motioned to approve the financial report as presented. Ms. Johse seconded; motion carried.

V. Executive Directors Report

A. GETAC – Mr. Rice shared a couple of updates from GETAC with the board:

- The arm band project proposed for the SB 500 funds is going forward. Every EMS patient will get a band in the field and is assigned a number. Hospitals will need to track this band number within their system along with any internal tracking information.
- Every single EMS certification or recertification will require fingerprints on file. Fingerprints from another agency will not be allowed.

B. EMS County – Mr. Sheridan shard that two EMS agencies have submitted for reimbursement and encouraged board members to remind agencies in their area to submit.

C. Agency Dues and Representation Forms – BVCOG is going through a structure and personnel change in the finance department and the report of dues received has not been processed yet. Only a handful of representation forms have not been submitted and reminders will be sent next week.

VI. Discussion and/or Action Items

A. Consider for approval reallocating (5) trauma triage kits to Bryan Fire Department – Mr. Sheridan sent a message to all EMS agencies in the region that 5 triage kits are available in the office. Bryan Fire is the only agency that responded. Ms. LaPaglia made a motion to reallocate the trauma triage kits to Bryan Fire Department. Ms. Lugar seconded; motion carried.

VII. Committee Reports

A. Education (Ashley Kopech) – Ms. Kopech shared that the education/training will continue next year for General Assembly meetings. Ms. LaPaglia will present her input on the EMS standardized reporting form at the next GA meeting. Please let her know if your agency would like to provide a training/education at a meeting.

B. Pre-Hospital (Message from Kevin Deramus) – RAC co-sponsored Active Shooter event that was held here in Brenham on November 19th had 97 registered and 78 actual participants for the all-day event. Attendees gave overwhelming positive reviews from the local, college, and regional law enforcement agencies as

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well as pre-hospital providers and hospitals. Washington County says thanks for partnering in bringing down this dynamic speaker. Also thanks to those Board Members that made the event.

I'm still working on one of the hospitals in the region becoming a whole blood repository for the prehospital providers. I have an 11 am conference call with Baylor S&W regarding this concept. I also spoke with Ms. Jennings this evening who is reaching out to her lab folks regarding this as well.

I spoke with Laura G from Baylor SW College Station this week. I'm picking up her radio on Friday to get a reprogram done that will allow her to "scan" the talkgroups they desire. They are committed to willing to utilize the ration for communications for patient care reports. I will follow up once I can confirm the programming is accurate.

- C. Hospital Care and Management / Acute Care (Erin Gaas)** – There has not been a meeting in two months for the Stroke Symposium. The planning committee found out that it costs \$1,000 to get the save the date cards stuffed in bags since the RAC is not a vendor.

Ms. LaPaglia asked the committee to consider allowing local people an opportunity to register before the symposium is opened up to the state.

- D. Stroke (Rebecca Hickman)** – No update. Mr. Rice encouraged the group to review the latest 800 page stroke guidance document released.

- E. System QI / Physicians Advisory (Dr. Vincent Ohaju / Wanda Dias)** – Ms. Dias shared that the numbers have been updated through August for the agencies that have submitted information. Most transfers out of the region have been appropriate. Two were deemed inappropriate and the agencies involved have been contacted. There have been no reports of transport delays with any agencies.

Dr. Ohaju has a case study on early notification to present at the next general assembly meeting.

Mr. Rice shared that ESO bought Digital Innovations and CDM which will match 90% of EMS records with trauma records.

Dr. Ohaju cautioned the board to verify designations of facilities before transferring patients. There is a Texas Children's Hospital in the Woodlands that is not designated. They are seeking designation but are not presently.

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F. Injury Prevention (Ashley Johse) – Information sheet in the packet includes the total numbers of students trained in October and November as 1,411 and number of instructors trained at 150. The last two major training events occur on January 22nd at Bryan High and February 20th at Rudder High. Instructors are needed at both of these trainings so please encourage anyone interested to sign up. Training will be provided to instructors one hour prior.

G. Disaster / Emergency Preparedness (Corey Matthews) – There should be enough money in the budget to purchase the three radios for CHI that were requested last year. The Med-sled project is going forward and the order has been placed. Ms. Elmore will be providing training to all facilities that are receiving the sleds and inserts.

H. Perinatal (Dr. Daniel Dawson) – No report

VIII. Open Forum

- Ms. Parks asked about the QI reports and issues that have been discussed at previous board meetings. The reports should be reviewed and updated for any current issues that the group needs to track or needs information on. The board members present discussed reviewing and adding the following issues:
 - Sepsis
 - Strokes
 - CPR to ER
 - Intubations at the scene.

Forms will need to be updated and decisions made on when to start receiving the new data. Ms. Dias stressed that transfer data needs to stay on the report to help the board see what is lacking in the region. New forms will be looked at and will need to be presented to the General Assembly.

IX. Important Dates

- BVRAC Board Meeting January 10, 2019

X. Adjourn – Meeting adjourned at 9:43 am.

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
REVENUES								
State Grant Revenue (4211)	60,007.00							22,121.00
Other Revenue (4251)		-	-	-	-	-		
TOTAL REVENUES	\$ 60,007.00						\$ 60,007.00	
EXPENDITURES								
Salaries (5110)	6,849.47							
Fringes (5151-5152, 5180, 5182-5183, 5192, 5194)	1,343.44							
3rd Party ISF (5645-5647, 5918, 6150, 6153)								
Fixed ISF (5411,5643,5644)								
Travel (5310)	322.73							
Training (5798)		2,799.92						
Prof Fees (5215)								
Supplies (5510)		-						
Indirect	0.99							
Insurance (5771)								
Membership Dues (5790)								
Other (5791, 5762, 5950)								2,094.95
Pass Thru (6178)								
Outreach (5722)								
TOTAL EXPENDITURES	\$ 8,516.63	\$ 2,799.92	\$ -	\$ -	\$ -	\$ -	\$ 11,316.55	\$ 2,094.95
NET INCOME (LOSS)								
BUDGET	\$34,532.03	\$10,000	\$10,000.00	\$500.00	\$2,984.54	\$490.43	\$1,500.00	\$22,121.00
TOTAL EXPENSES FROM ABOVE	\$8,516.63	\$2,799.92	\$0.00	\$0.00	\$0.00		\$0.00	\$2,094.95
TOTAL NET REMAINING	\$26,015.40	\$7,200.08	\$10,000.00	\$500.00	\$2,984.54	\$490.43	\$1,500.00	\$20,026.05
PENDING CHECK REQUESTS								
TOTAL REMAINING AFTER PENDING REQUESTS							\$ -	

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					
	Other Revenue (4251)			10,187.83			
TOTAL REVENUES			\$ -	\$ 10,187.83	\$ -	\$ -	\$ 10,187.83
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)	7,762.00	-	-	-	-	
	Phone (5648)		-	-	-	-	
	Insurance (5771)		-	-	-	-	
	Membership Dues (5790)		-	-	-	-	
	Other (5791, 5762, 5950)		-	6,435.48	-	-	
	Pass Thru (6178)		-	-	-	-	
	Outreach (5722)		-	-	-	-	
TOTAL EXPENDITURES		\$ 7,762.00	\$ -	\$ 6,435.48	\$ -	\$ -	\$ 6,435.48
NET INCOME (LOSS)							
BUDGET		61,889					\$56,117.60
TOTAL REVENUES FROM ABOVE							\$10,187.83
TOTAL EXPENSES FROM ABOVE		\$ 7,762					\$6,435.48
TOTAL NET REMAINING PENDING CHECK REQUESTS		\$ 54,127					\$59,869.95
TOTAL REMAINING AFTER PENDING REQUESTS		\$ 54,127					\$ -

Revenue includes \$4,387.83 from CATRAC for BVRAC Radios and \$5,800 in Membership Dues

Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8082 - FY20 RAC SYSTEMS DEV.

01 - Administration

From 9/1/2019 Through 11/30/2019

		Current Month Expenses
Expense		
General Expenses		
Human Resource	6153	0.99
Management ISF		
Total General Expenses		0.99
Total Expense		0.99
Net Revenue (Expense)		(0.99)

Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8082 - FY20 RAC SYSTEMS DEV.

03 - Programmatic

From 9/1/2019 Through 11/30/2019

		Current Month Expenses
Expense		
General Expenses		
Travel	5310	322.73
Training and Meeting Expense	5798	2,799.92
Total General Expenses		3,122.65
Salaries & Fringe		
Salaries		
Salaries	5110	6,381.98
Other Compensation	5114	467.49
Total Salaries		6,849.47
Fringe Benefits		
Payroll Taxes FICA	5151	398.77
Payroll Taxes Medicare	5152	93.26
TCDRS Retirement Contribution Expense	5180	414.84
Vision Insurance (Vision Care)	5183	5.39
Hospitalization	5192	404.21
Term Life Insurance	5194	26.97
Total Fringe Benefits		1,343.44
Total Salaries & Fringe		8,192.91
Total Expense		11,315.56
Net Revenue (Expense)		(11,315.56)

Brazos Valley Council of Governments

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

8083 - FY20 EMS RAC

01 - Administration

From 9/1/2019 Through 11/30/2019

		Current Month Expenses
<hr/>		
Expense		
General Expenses		
Third Party Telephone	5648	75.98
Accounting Svc ISF	6150	11.17
Total General Expenses		87.15
Indirect Expenses		
Fixed Rate ISF		
Space Costs	5411	273.18
Third Party R.I.P.	5643	131.12
Third Party System Admin	5644	265.98
Total Fixed Rate ISF		670.28
Variable Rate ISF		
Third Party Copy/Fax	5645	20.25
Third Party Accounting Service	5646	1,385.14
Third Party Postage	5647	0.50
Third Party Indirect	5918	(68.37)
Total Variable Rate ISF		1,337.52
Total Indirect Expenses		2,007.80
Total Expense		2,094.95
Net Revenue (Expense)		(2,094.95)

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 86th 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 and 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 and CMSInvoices@dshs.texas.gov,
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.

AGENCY MEMBERSHIP DUES AND FORMS 2020

12.11.19

ENTITY	Date Paid	Amount	Paid Y/N	Rep Form Y/N	Received
Hospitals					
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	11/20/2019	\$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
EMS Agencies					
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					
PHI, Inc	10/25/2019	\$250.00	Y	Yes	9/30/2019
Robertson County EMS					
St. Joseph EMS				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
FRO's/ Other Institutions					
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
Colleges					
Blinn College EMS Program	10/31/2019	\$250.00	Y	Yes	10/10/2019



Board Responsibilities Attestation Form

Grantee Name:

Grantee Address:

Contract Number:

The purpose of this form is to ensure that the Grantee's board members and executive officers of the organization are aware of their responsibilities and administrative oversight requirements regarding the contract(s) with the Department of State Health Services (DSHS).

Each Grantee's governing board members and executive officers must sign this form within 60 days of being affiliated with the Organization affirming his or her acknowledgement of personal accountability for contract funds. The Grantee must maintain the signed original form for inspection by DSHS. The Organization's governing board members and executive officers are required to sign only one form for all of the DSHS contracts. The form must be signed yearly during the contract term. Additional signature pages may be added to this form, as necessary.

The undersigned Grantee board members and executive officers acknowledge and affirm that they understand the following responsibilities:

- Grantee and its governing board members and executive officers shall bear full responsibility for the integrity of the fiscal and programmatic management of its organization.
- Each member of Grantee's governing board and its executive officers shall be accountable for all funds and materials received from DSHS.
- The Grantee's governing board members and executive officers must establish and maintain adequate internal controls to ensure fiscal integrity, accountability, and to safeguard assets.
- The Grantee's governing board members and executive officers must ensure that its organization follows Generally Accepted Accounting Principles when preparing financial statements, and observes fund accounting practices to ensure integrity among specific contracts or grants.
- The Grantee's governing board members and executive officers shall comply with DSHS Rules, policies, procedures, and applicable federal and state laws and regulations; and correction of fiscal and program deficiencies identified through self-evaluation and DSHS's monitoring processes.
- Grantee's governing board shall ensure separation of powers, duties, and functions of board members and staff. Staff members, including the executive director or administrator, shall not serve as voting members of the Contractor's governing board.

DSHS provides on-line training for members of Contractor's governing board members and executive officers, which may be viewed through the Contractor Board Training link on the DSHS website at ["What Every Non-Profit Board Member Needs to Know"](#). This training is mandatory for HPP and board members and executive officers must view the video and sign the attestation form, which contains practical advice concerning properly conducting board

business, and which advises board members of their joint and individual responsibilities with regard to the contract(s) and contract funds. Keep the original signed copy in the RAC records for auditing purposes. Scan and email the completed attestation form to CMUReg.svcs@dshs.texas.gov and HPP@dshs.texas.gov .

Regional Advisory Council (RAC)

Board Members & Officers Responsibilities Attestation Form

As a board member or executive officer of the above-named Grantee organization, by my signature I attest that I understand my responsibilities and administrative oversight requirements outlined on this form and stated in the HHSC Uniform Terms and Conditions.

(Note: Please indicate if you have taken the on-line Board Training by checking the box next to your name.)

<u>Video watched</u> <input type="checkbox"/>	<u>Print Name</u>	<u>Signature</u>	<u>Date</u>
<input type="checkbox"/>	Billy Rice		
<input type="checkbox"/>	Amanda Lugar		
<input type="checkbox"/>	Brandy LaPaglia		
<input type="checkbox"/>	Patti Parks		
<input type="checkbox"/>	Erin Gaas		
<input type="checkbox"/>	Ashley Johse		
<input type="checkbox"/>	Rebecca Hickman		
<input type="checkbox"/>	Dr. Ohaju		
<input type="checkbox"/>	Ashley Kopeck		
<input type="checkbox"/>	Kevin Deramus		
<input type="checkbox"/>	Cory Matthews		
<input type="checkbox"/>	Bryan Ruemke		
<input type="checkbox"/>	Dr. Dawson		
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BRAZOS VALLEY REGIONAL ADVISORY COUNSEL PRESENTS

TRAUMA & ACUTE CARE SYMPOSIUM



SAVE THE DATE
APRIL 29-30, 2020

FREE EMS & NURSING CE HOURS
FOR MORE DETAILS PLEASE
VISIT WWW.BVRAC.COM

**AT THE BRAZOS COUNTY EXPO
CENTER**

**5827 LEONARD ROAD
BRYAN, TX 77807**

This activity has been approved for AMA PRA
Category 1 Credit(s)™

BorderRAC is approved as a provider of nursing
continuing professional development by the
Texas Nurses Association, an accredited
approver with distinction, by the American
Nurses Credentialing Center's Commission on
Accreditation.

BorderRAC is recognized as a Texas
Department of State Health Services provider of
continuing education for EMS.

Brazos Valley Regional Advisory Council 2019

1.6.20

Board of Directors Participation

	Board Members	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	X	X	10
2	Amanda Lugar Vice Chair	X	X		X	X	X	X	**	X		X	X	10
3	Brandy LaPaglia Secretary	X	X	X	X	X	X		X	X		X	X	10
4	Patti Parks Treasurer			X	X	X	X	X	X		X	X	X	9
1	Cory Matthews DEPC	X	X	X	X	X	X	X	X	X	X	X	X	12
2	Ashley Kopech Education			X	X	X	X	X	X	X	X		X	9
3	Dr. Vincent Ohaju Systems/ QI/PA	X	X					X					X	4
4	Ashley Johse Injury Prevention	X		X	X	X	X	X	X	X	X	X	X	11
5	Kevin Deramus Pre- Hospital		X	X			X	X			X	X		9
6	Erin Gaas Hospital/Acute Care	X		X	X	X	X	X	X	X	X	X	X	11
7	Rebecca Hickman Stroke	O	O	X	X	X	X	X	X	X	O			10
8	Bryan Ruemke EMC at Large	X	X	X	X	X	X	X		X	X	X	X	11
10	Dr. Dawson Perinatal		X	X		X	X	X	X		X	X		8
	Roger Sheridan Public Safety Manager	X	X	X		X		X	X	X	X	X	X	10
	Rebecca Hill Planner	X	X	X	X	X	X	X	X	X	X	X	X	12

X= Attended meeting.

**= Call In

O= Substitution

?= Absent