



**Brazos Valley Regional Advisory Council
Board of Directors Meeting
January 12, 2024**

Agenda	1
December 7, 2023 BOD Meeting Minutes	2-5
Financials	6-9
Board of Directors Participation Tracker 2023	10

AGENDA

**Brazos Valley Regional Advisory Council
Board of Directors Meeting**
10:00 JANUARY 12, 2024
CENTER FOR REGIONAL SERVICES BUILDING
3991 E. 29TH ST. BRYAN TX

- I. Call to Order**
- II. Introductions**
- III. Approval of Board of Director's December 7, 2023 Meeting Minutes**
- IV. Financial Report**
- V. Executive Director Report**
- VI. Discussion and/or Action Items**
 - A. Consider for approval Senate Bill 8 budget adjustment.
 - B. Discuss and consider for approval participation in TexPool Investment Pools using unrestricted funds.
 - C. Discuss and consider for approval the usage of EMS RAC funds for regional asset.
 - D. Update on PECC Plan
 - E. Discussion of Pulsara
- VII. Committee Reports**
 - A. Education
 - B. Pre-Hospital
 - C. Hospital Care and Management/Acute Care
 - D. Stroke
 - E. System QI/Physician's Advisory
 - F. Injury Prevention
 - G. Disaster/Emergency Preparedness
 - H. Perinatal
- VIII. Open Forum**
- IX. Important Dates**
 - A. Board of Directors & General Assembly Meetings February 8, 2024
- X. Adjourn**

**Zoom Link for Participation -
Topic: BVRAC Board of Directors Meeting**

Join Zoom Meeting

<https://us06web.zoom.us/j/82169770424?pwd=TVNQdktOSEl5MUUpNYUtxcTBLT3BCUT09>

**Meeting ID: 821 6977 0424 Passcode: 122623
Dial In +1 346 248 7799 US (Houston)**

Minutes
 Brazos Valley Regional Advisory Council
Board of Directors Meeting – In Person & Web Conference Call
 900 December 7, 2023
 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	Jason Giles	College Station Fire Department	Absent
Secretary	Ashley Johse	CHI St. Joseph Health – CS	Present
Treasurer	Patti Parks	Baylor Scott & White-Brenham	Present
Injury Prevention	Brandi Mendoza	Baylor Scott & White – CS	Present
Stroke	Amy Plotts	CHI St Joseph Regional	Present
Education	Adam Gallagher	Robertson County EMS	Present
Hospital & Acute Care	Lori Porter	CHI St. Joseph Health - CS	Present
Systems QI / Physician’s Advisory	Dr. Vincent Ohaju/Wanda Dias	CHI St. Joseph Health Regional	Absent
DEPC/BVHCC	Bryan Ruemke	Washington County OEM	Present
Pre-Hospital	Kevin Deramus	Washington County EMS	Present
Perinatal	Dr. Katie Brading	CHI St. Joseph Health Regional	Present
EMC at Large	David Lilly	Grimes County OEM	Absent

Guests Present

<u>Name</u>	<u>Agency</u>	<u>Absent/ Present</u>
Dr. Kristen Christian	CHI St. Joseph Regional	Present

Staff Present

<u>Position</u>	<u>Name</u>	<u>Agency</u>	<u>Absent/ Present</u>
Deputy Director	Roger Sheridan	BVCOG	Present
Program Manager	Cagan Baldree	BVCOG	Present
Senior Accountant	Zeb Heckmann	BVCOG	Present
Planner	Rebecca Hill	BVCOG	Present

- I. **Call to Order** – The meeting was called to order at 9:03 A.M. by Chairperson Rice.
- II. **Introductions** – All members introduced themselves.
- III. **Approval of November 9, 2023 Meeting Minutes** – Agenda incorrectly listed the September minutes for approval. The packet contained the November minutes. Members present reviewed the minutes. Ms. Parks motioned to approve the November 9, 2023 meeting minutes. Ms. Plotts seconded; motion carried.
- IV. **Financial Report** – Mr. Baldree directed board members’ attention to page 6 of the meeting packet. There are no major expenses reflected on the financial report. The budget will be discussed further with action items related to the Amendment funds.

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Ms. Parks asked about the status of Senate Bill 8 funds and when the budget will be adjusted. The Pre-Hospital Committee has put January 1st as the date for agencies to allocate their funds or let the group know if the funds will be requested. No agencies have indicated that they will not be using their funds. College Station Fire has some additional requests beyond their allocation.

Chairperson Rice asked about investing BVRACs unrestricted funds. Mr. Baldree shared that the Finance Program Manager at the COG is researching investing BVCOG funds as well as BVRAC funds. There will be further discussion and information shared at the January Board meeting regarding options and further details.

Mr. Ruemke made a motion to accept the financial report as presented. Ms. Johse seconded; motion carried.

V. Executive Directors Report

- A. Trauma Rules – The new trauma rules require identified personnel in hospitals to take 200/300 courses and in some cases a 400 course. Brazos County regularly hosts these courses but may not have the capacity needed by the hospitals. Mr. Ware and Mr. Scheffer are looking at hosting training courses in February/March. They need to know how many people from each facility will participate in the training so they can make sure space is available. Facilities should reach out to Mr. Baldree with names of personnel that need one or more of the trainings. It will be provided at no charge. The 300 course is 2.5 days and 400 course is about 1.5 days. May be the option to spread the course hours out over several weeks so staff are not out for an entire day.
- B. TETAF – Mr. Baldree asked Board members to share any issues or concerns that he and Mr. Gallagher need to bring up at the TETAF meeting. Ms. Parks asked them to keep their ears open regarding any mention of the RAC Data Collaborative.
- C. Amendment 1 – The two options for distribution of the Amendment 1 funds were displayed for the board members review. The needs assessment workgroup decided to set aside \$15,000 for Training, \$85,000 for EMS agencies and \$50,000 for hospitals. One option for distribution of the EMS portion utilizes the EMS County distribution method that divides the money by county and each member agency that works in that county divides those funds evenly. The second option for those funds is to divide the funds based on number of licenses. Board members discussed the benefits of each option.

Decisions need to be made regarding the \$50,000 set aside for hospitals and how those funds will be distributed. A meeting will be set up in the coming weeks for hospitals to discuss distribution of the funds.

VI. Discussion and/or Action Items

- A. **Consider for approval nominations for Vice Chair** – Mr. Giles was the only nomination received for the position of Vice Chair for BVRAC. Ms. Johse made a

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motion to approve the nomination of Mr. Giles as Vice Chair for BVRAC. Mr. Ruemke seconded; motion passed.

- B. Consider for approval nomination for Treasurer** – Ms. Parks was the only nomination received for the position of Treasurer for BVRAC. Ms. Plotts made a motion to approve the nomination of Ms. Parks as Treasurer for BVRAC. Ms. Johse seconded; motion carried.
- C. Consider for approval distribution plan for \$150,000 of Amendment 1** – Mr. Deramus made a motion to approve option A for the distribution of EMS Agency funds that follows the EMS County distribution model. Ms. Johse seconded; motion carried.
- D. Discussion of Diversion Policy** – The diversion policy was originally approved with the understanding that it expired today to allow hospitals to evaluate and make sure the policy is achieving what was intended. Members present agreed that it is working as intended when the guidelines and policy are followed. Ms. Parks made a motion to approve the diversion policy as written with no expiration date. Dr. Christian seconded; motion carried.
- E. Discussion of Pulsara** – A presentation was given at GETAC regarding the use of Pulsara at RenFest by CHI St. Joseph EMS. There were 150 patients per day entered into the event in Pulsara which is the highest patient count for any similar event in the system. There will be an article written regarding this event in the coming month.

CHI St. Joseph will participate in a trial of the Transfer part of Pulsara.

VII. Committee Significant Items –

Stroke – Ms. Plotts displayed a chart that shows the stroke data collected so far for the region regarding VAN scores and other data collected on the VAN Tracking Document. Discussions are occurring at the state level regarding stroke data and VAN scores. There is someone at the hospital reviewing stroke data so completing this form/chart is not a heavy burden for most facilities. Ms. Plotts is on the Pre-Hospital Meeting Agenda and the group can discuss how scores are used in EMS responses to stroke.

- VIII. Open Forum** – Mr. Sheridan shared that he had an opportunity to go to the Texas/Mexico border and review some of the campsites and other areas. There are people in masses coming across the border. There are many barriers set up by the state. If they make it across, they do get processed. It was heartbreaking to see the faces of the illegals trying to get across. There are different processes for the state and federal government. The men and women working down on the border are making a big difference for the state of Texas and the country. He encouraged everyone to go down and visit with the people in the border towns and officials.

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Mr. Baldree reminded everyone that his last day with BVRAC/BVCOG is January 26th. The plan is to make as many purchases as possible with amendment 1 funds and regular EMS/RAC funds before that time. Please submit your lists with quotes and necessary information as soon as possible so purchases can be started.

IX. Important Dates

A. Board of Directors Meeting – Friday, January 12, 2023

X. **Adjourn** – Meeting adjourned at 9:47 am.

BVRAC Budget 01SEP23 to 31AUG24

1/12/2024

Brazos Valley Regional Advisory Council

Expense	Category	Budget	Actual	Difference (\$)	Difference (%)
RAC Systems Dev	RAC Sys Dev	\$ 50,390.00	\$ 16,122.85	\$ 34,267.15	68%
EMS RAC	EMS RAC	\$ 36,566.00	\$ 19,781.75	\$ 16,784.25	46%
EMS RAC (Amendment 1)	EMS RAC	\$ 150,000.00	\$ -	\$ 150,000.00	100%
EMS County	EMS County	\$ 86,652.00	\$ 4,084.00	\$ 82,568.00	95%
EMS County-SB 8	EMS County	\$ 373,687.11	\$ 276,535.15	\$ 135,777.43	36%
Unrestricted	Unrestricted	\$ 32,176.75	\$ 15,956.60	\$ 16,220.15	50%
Total Expenses		\$ 729,471.86	\$ 332,480.35	\$ 435,616.98	59.72%

BVRAC EMS RAC Budget 01SEP23 to 31AUG24

1/12/2024

Brazos Valley Regional Advisory Council (EMS RAC \$36,566.00)

Expense	Category	Budget	Actual	Difference (\$)	Difference (%)
Management	EMS RAC	\$ 3,750.00	\$ 1,188.78	\$ 2,561.22	68%
Education	EMS RAC	\$ 15,000.00	\$ 15,099.58	\$ (99.58)	-1%
Injury Prevention	EMS RAC	\$ 11,250.00	\$ -	\$ 11,250.00	100%
Acute Care/Hosp. Mgt.	EMS RAC	\$ 1,000.00	\$ 2,473.68	\$ (1,473.68)	-147%
Stroke/Cardiac	EMS RAC	\$ 2,000.00	\$ -	\$ 2,000.00	100%
Perinatal	EMS RAC	\$ 2,000.00	\$ -	\$ 2,000.00	100%
GETAC	EMS RAC	\$ 1,250.00	\$ 923.00	\$ 327.00	26%
Staff Travel	EMS RAC	\$ 316.00	\$ 96.71	\$ 219.29	69%
Total Expenses		\$ 36,566.00	\$ 19,781.75	\$ 16,784.25	45.90%

BVRAC RAC System Development Budget 01SEP23 to 31AUG24

1/12/2024

Brazos Valley Regional Advisory Council (RAC Sys Dev \$50,390.00)

Expense	Category	Budget	Actual	Difference (\$)	Difference (%)
Management	RAC Sys Dev	\$ 50,390.00	\$ 16,122.85	\$ 34,267.15	68%
Injury Prevention	RAC Sys Dev	\$ -	\$ -	\$ -	
Acute Care/Hosp. Mgt.	RAC Sys Dev	\$ -	\$ -	\$ -	
Stroke/Cardiac	RAC Sys Dev	\$ -	\$ -	\$ -	
Perinatal	RAC Sys Dev	\$ -	\$ -	\$ -	
Other	RAC Sys Dev	\$ -	\$ -	\$ -	
Total Expenses		\$ 50,390.00	\$ 16,122.85	\$ 34,267.15	68.00%

BVRAC RAC EMS COUNTY 01SEP23 to 31AUG24

1/12/2024

Brazos Valley Regional Advisory Council (\$86,652.00)

Expense	Category	Budget	Actual	Difference (\$)	Difference (%)
Bryan Fire Dept EMS	EMS County	\$ 4,084.00	\$ -	\$ 4,084.00	100%
CSFD EMS	EMS County	\$ 4,084.00	\$ 4,084.00	\$ -	0%
CHI ST Joseph EMS Brazos	EMS County	\$ 4,084.00	\$ -	\$ 4,084.00	100%
CHI ST Joseph EMS Burleson	EMS County	\$ 10,382.00	\$ -	\$ 10,382.00	100%
CHI ST Joseph EMS Grimes	EMS County	\$ 12,693.00	\$ -	\$ 12,693.00	100%
CHI ST Joseph EMS Leon	EMS County	\$ 5,389.00	\$ -	\$ 5,389.00	100%
CHI ST Joseph EMS Madison	EMS County	\$ 7,367.00	\$ -	\$ 7,367.00	100%
Hilltop Lake VFD EMS	EMS County	\$ 5,389.00	\$ -	\$ 5,389.00	100%
Jewett EMS	EMS County	\$ 5,389.00	\$ -	\$ 5,389.00	100%
RCEMS	EMS County	\$ 13,215.00	\$ -	\$ 13,215.00	100%
TAMU EMS	EMS County	\$ 4,084.00	\$ -	\$ 4,084.00	100%
WCEMS	EMS County	\$ 10,492.00	\$ -	\$ 10,492.00	100%
Total Expenses		\$ 86,652.00	\$ 4,084.00	\$ 82,568.00	95.29%

BVRAC EMS County - SB 8 Budget 01SEP22 to 31DEC24

1/12/2024

Brazos Valley Regional Advisory Council (EMS County - SB 8 \$373,687.11)

Expense	Category	Budget	Actual	Difference (\$)	Difference (%)
Management (Admin)	EMS County	\$ 60,000.00	\$ 21,724.30	\$ 38,275.70	64%
Incentives	EMS County	\$ -	\$ -	\$ -	
Bryan Fire Dept EMS	EMS County	\$ 37,858.79	\$ 34,000.00	\$ 3,858.79	10%
CHI St Joseph EMS	EMS County	\$ 108,167.97	\$ 104,117.50	\$ 4,050.47	4%
College Station FD EMS	EMS County	\$ 43,267.19	\$ 41,878.46	\$ 1,388.73	3%
Hilltop Lakes VFD EMS	EMS County	\$ 5,408.40	\$ 5,292.07	\$ 116.33	2%
Jewett EMS	EMS County	\$ 21,633.59	\$ 6,076.00	\$ 15,557.59	72%
Robertson County EMS	EMS County	\$ 37,858.79	\$ 37,858.79	\$ (0.00)	0%
Texas A&M University EMS	EMS County	\$ 16,225.20	\$ 6,824.00	\$ 9,401.20	58%
Washington County EMS	EMS County	\$ 37,858.79	\$ 18,764.03	\$ 19,094.76	50%
PHI	EMS County	\$ 5,408.40	\$ -	\$ 5,408.40	100%
Total Expenses		\$ 373,687.11	\$ 276,535.15	\$ 97,151.96	26.00%

BVRAC Unrestricted Budget

1/12/2024

Brazos Valley Regional Advisory Council

Expense	Category	Budget	Actual	Difference (\$)	Difference (%)
BVRAC Radios	Unrestricted	\$ 10,000.00	\$ 7,083.20	\$ 2,916.80	29%
Taxes	Unrestricted	\$ 3,328.00	\$ -	\$ 3,328.00	100%
TETAF Dues	Unrestricted	\$ 2,000.00	\$ -	\$ 2,000.00	100%
Stroke/Acute Care	Unrestricted	\$ 12,000.00	\$ 8,749.94	\$ 3,250.06	27%
Insurance	Unrestricted	\$ 2,042.00	\$ -	\$ 2,042.00	100%
Training & Meeting	Unrestricted	\$ 750.00	\$ 123.46	\$ 626.54	84%
Outreach	Unrestricted	\$ 2,056.75	\$ -	\$ 2,056.75	100%
Total Expenses		\$ 32,176.75	\$ 15,956.60	\$ 16,220.15	50.41%

**BRAZOS VALLEY REGIONAL ADVISORY COMMITTEE
BALANCE SHEET - FUND 8001 UNRESTRICTED
AS OF NOVEMBER 30, 2023**

		<u>Current Year-As Of</u> <u>11/30/2023</u>
Beginning Balance - September 1, 2023		
General Operations-Cash	\$ 70,986.96	
Prepaid Expense	650.00	
TOTAL CASH & EQUIVALENTS	<u>71,636.96</u>	<u>\$ 71,636.96</u>
Accounts Payable-Vendors		\$ 94.10
TOTAL LIABILITIES		<u>\$ 94.10</u>
TOTAL ASSETS		<u>\$ 71,542.86</u>
Changes in Fund Balance		
Fund Balance-October 1, 2023		\$ 64,912.50
Other Revenue (Radios & Symposiums)	\$ 16,148.96	
Annual Membership Dues	7,650.00	
TOTAL REVENUE	<u>23,798.96</u>	\$ 23,798.96
Supplies (Symposium Expense)	\$ 2,785.38	
Travel	37.52	
Other Expense (Radio Expense)	7,083.20	
Training & Meeting Expense (Symposium Expense)	6,212.50	
TOTAL EXPENSE	<u>16,118.60</u>	\$ (16,118.60)
Total Liability & Fund Balance		<u>\$ 72,592.86</u>

Brazos Valley Regional Advisory Council 2023

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	X	11
2	Jason Giles Vice Chair					X	X	X	X	X	X	X	?	7
3	Ashley Johse Secretary					X	X	X	X	X	?	X	X	7
4	Patti Parks Treasurer	X	X	X	X	?	X	X	X	X	X	X	X	11
1	Bryan Ruemke DEPC	X	X	X	X	X	?	X	X	X	X	X	X	11
2	Adam Gallagher Education					X	X	X	X	X	X	X	X	8
3	Dr. Vincent Ohaju Systems/ QI/PA	?	?	?	O	?	X	X	?	X	?	?	?	4
4	Brandi Mendoza Injury Prevention									X	X	X	X	4
5	Kevin Deramus Pre- Hospital	X	?	X	?	X	?	?	X	?	?	X	X	6
6	Lori Porter Hospital/Acute Care					X	X	X	X	X	X	X	X	8
8	Amy Plotts Stroke							X	?	X	X	X	X	5
9	David Lilly EMC at Large	X	?	X	?	?	?	?	?	?	?	X	?	3
10	Dr. Katie Brading Perinatal	X	X	X	X	X	X	?	?	X	X	X	X	10
	Cagan Baldree Program Manager	X	X	X	X	X	X	X	X	X	X	X	X	12
	Rebecca Hill Planner	X	X	X	X	X	X	X	X	X	X	X	X	12
	Zeb Heckmann Senior Accountant	X	X	X	X	X	X	X	X	X	X	X	X	12

X= Attended meeting.

**= Call In

O=Substitution

?=Absent

New Appointments