



**Brazos Valley Regional Advisory Council  
Board of Directors Meeting  
May 12, 2023**

|  |            |
|--|------------|
| <b>Agenda</b>  | <b>1</b>   |
| <b>April 6, 2023 BOD Meeting Minutes</b>             | <b>2-5</b> |
| <b>Board of Directors Participation Tracker 2023</b> | <b>6</b>   |

# AGENDA

**Brazos Valley Regional Advisory Council  
Board of Directors Meeting**  
10:00 MAY 12, 2023  
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 April 6, 2023 Meeting Minutes**
- IV. Financial Report**
- V. Executive Director Report**
- VI. Discussion and/or Action Items**
  - A. Consider for approval reimbursement of travel for CHI St. Joseph EMS personnel to travel to Dispatcher Conference
  - B. Consider for approval support of FCCS Course
  - C. Consider for approval release of Senate Bill 8 funding to non-employed students
  - D. Consider for approval appointment of Stroke Committee Chair
  - 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 June 2, 2023
- 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 April 6, 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/<br/>Present</u> |
|--------------------------------------|---------------------------------|---------------------------------|----------------------------|
| Chair                                | Billy Rice                      | CHI St. Joseph Health EMS       | Present                    |
| Vice Chair                           | ---                             | ---                             | ---                        |
| Secretary                            | Lori Porter                     | CHI St. Joseph Health – CS      | Present                    |
| Treasurer                            | Patti Parks                     | Baylor Scott & White-Brenham    | Present                    |
| Injury Prevention                    | Ashley Johse                    | CHI St Joseph Health – CS       | Present                    |
| Stroke                               | Paula Degelia                   | CHI St Joseph Regional          | Present                    |
| Education                            | Jason Giles                     | College Station Fire Department | Present                    |
| Hospital & Acute Care                | ---                             | ---                             | ---                        |
| Systems QI /<br>Physician’s Advisory | Dr. Vincent<br>Ohaju/Wanda Dias | CHI St. Joseph Health Regional  | Present                    |
| DEPC/BVHCC                           | Bryan Ruemke                    | Washington County OEM           | Present                    |
| Pre-Hospital                         | Kevin Deramus                   | Washington County EMS           | Absent                     |
| 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/<br/>Present</u> |
|-------------------|-------------------------|----------------------------|
| Kristen Christian | CHI St. Joseph Regional | Present                    |
| Adam Gallagher    | Robertson County EMS    | Present                    |
| Darlene Wood      | CHI St. Joseph Grimes   | Present                    |

**Staff Present**

| <u>Position</u>   | <u>Name</u>   | <u>Agency</u> | <u>Absent/<br/>Present</u> |
|-------------------|---------------|---------------|----------------------------|
| 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 9:08 A.M. by Treasurer Parks.
- II. **Introductions** – All members introduced themselves.
- III. **Approval of March 10, 2023 Meeting Minutes** – Members present reviewed the minutes. Mr. Ruemke motioned to approve the March 10, 2023 meeting minutes. Ms. Johse seconded; motion carried.
- IV. **Financial Report** – Mr. Baldree directed the board’s attention to page 6 in the board packet for the financial report. There are no major changes in the financial report. The final quote for the scope matched last year’s price and was significantly lower than the initial quote. There is an agenda item to consider for approval purchase of 4 additional laryngoscopes.

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These will be reflected in the Injury Prevention line item. After the completion of the Active Shooter Course the Pre-Hospital Committee will discuss the active shooter kits and reassess what needs to be purchased. The committee prioritized purchasing more laryngoscopes since it is easier for agencies to purchase the items that go in the active shooter kits versus scopes.

Senate Bill 8 funds are being utilized by local EMS Agencies. Reimbursed requests total \$61,444.88 and in process requests total \$64,059.03. All requests fall within the allocations approved by the board, so no budget adjustments are needed at this time. The requests will be reviewed at each pre-hospital and Board meeting to see if any adjustments need to be made. Bryan Fire should have a large EMT course in the future. Will need to track to see how many of the students complete these courses.

At the next General Assembly meeting a proposal will be put together to do a budget amendment for the Unrestricted Budget so it aligns more with actual expenses.

Mr. Giles motioned to approve the financial report as presented. Mr. Ruemke seconded; motion carried.

**V. Executive Directors Report**

- A. Active Shooter Course – Reminder to send out information on the Active Shooter Course to all communication channels. Registrations are coming in for both days of the course. Currently, there are 111 participants registered for Day 1 and 86 participants registered for Day 2. A reminder will be sent to a few of the people that signed up on Day 1 to verify if they are planning on attending Day 2.
- B. Symposium – There is a meeting at noon today to continue planning for the Symposium.
- C. Training – Education and Injury Prevention committees will be discussing how training looks moving forward with the balance of stop the bleed and fall prevention.
- D. BVRAC Website – The state has added some additional guidelines on how the BVRAC website looks. BVCOG has a contract with a website design firm and will be meeting with them to look into managing the BVRAC website.

**VI. Discussion and/or Action Items**

- A. **Consider for approval purchase of 4 additional McGrath Laryngoscopes for EMS Agencies** – The quote came in well under the expected amount. Six scopes were approved last month. Mr. Ruemke made a motion to approve purchase of 4 additional McGrath Laryngoscopes. Ms. Johse seconded; motion carried.
- B. **Discussion of BVRAC Board Member** – During the year before elections, the Chair can make appointments as board members resign with General Assembly approval. The appointments will be reviewed and approved at this meeting and will be put before the General Assembly this afternoon. The appointments from Chairman Rice are as follows:

Vice Chair – Jason Giles

Education Chair – Adam Gallagher

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Secretary – Ashley Johse

Acute Care / Hospital Management – Lori Porter

Injury Prevention – Stacy Jebson

- C. Consider for approval BVRAC Chair Appointments** – Ms. Porter made a motion to step down as Secretary. Mr. Giles seconded; motion carried. Ms. Parks made a motion to accept Chairman Rice's appointments as listed. Ms. Porter seconded; motion carried.
- D. Discuss Pulsara** – Mr. Giles reported that CHI is doing a trial full version. From the EMS side, things are working well. Scott and White had a brief issue but restarting the iPad helped. There is a discussion about using Pulsara for the May exercise. There is an action item to release 200 wristbands to Mr. Iles to allow the participants to be banded and followed through the Pulsara system. Ms. Christian will email a few individuals and do some tabletop drills within our own departments to practice using the system. There is a stroke and trauma teams meeting this afternoon to work on activation plans for trauma patients and STEMI patients.
- E. Discussion of Senate Bill 8 Requests and Activities** – Agenda item will be removed from future meetings due to information being covered in Financial Reports monthly.

**VII. Committee Reports**

- A. Education** (Jason Giles) – There have been some additional requests for stop the bleed courses. A&M seemed to take ownership of the stop the bleed courses during their presentation to the General Assembly. The focus then turned to fall prevention and the Education and Injury Prevention committees reached out to several assisted living facilities to see about having a program at their location. Hopefully this can be discussed more at the General Assembly.
- B. Pre-Hospital** (Kevin Deramus) – No additional information to report
- C. Hospital Care and Management/ Acute Care** – No Report
- D. Stroke** (Paula Terrell) – Stroke Survey was held on March 16-17. The surveyor was very impressed with relationship with EMS personnel.
- E. System QI/Physician's Advisory** (Dr. Ohaju) - No Report
- F. Injury Prevention** (Ashley Johse) – STB courses were given to BTU and the Bryan Fire Citizens Fire Academy. Two requests have come in from Grimes County Anderson for 200 Students and an August in-service for teachers and staff.
- G. Disaster/Emergency Preparedness Committee** (Bryan Ruemke) – It has been difficult to get information on the MMUs. Mr. Iles is not sure who owns the trailers. The Washington County MMU trailer is registered to the RAC. If the trailers are given to another agency as end of life, that agency can do whatever they want to with it. Mr. Ruemke asked Mr. Baldree to look for titles for the trailers. Need to decide what to do with these and if the region wants to maintain them and who is going to maintain them. The trailers were purchased with HPP Funds.

Ms. Christian asked about a tent that came from the RAC. It needs several things replaced on it. How do we go about requesting funds for that. From the HCC side, there

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is no money for maintenance. The understanding was that the hosting agency assumed responsibility for maintenance and repair.

**H. Perinatal** (Dr. Brading) – Dr. Brading asked about her role as chair. The expectation is to report on what the committee is discussing and if there are any projects or issues being worked on. Mr. Baldree pointed out that there is \$1,000 available for the Perinatal Committee. Last year, some preeclampsia materials were purchase so if there is a similar kind of project, the funds are available.

**VIII. Open Forum** – GETAC has passed down a self-assessment that needs to be completed by the end of the fiscal year. It is an evaluation for each of the committees and how those things are being covered in the region. The information must be captured in the Trauma Systems Plan. There will be a discussion set up on a day separate from the normal RAC meeting days to review the questions and complete the assessment. Ms. Parks reminded the board that the stroke plan was tabled as well and should be finished.

**IX. Important Dates**

**A.** Board of Directors and General Assembly Meeting May 12, 2023

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

# *Brazos Valley Regional Advisory Council 2023*

## Board of Directors Participation

|   | <b>Board Members</b>                 | January | February | March | April | May | June | July | August | September | October | November | December | Total Attended |
|---|--------------------------------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|----------------|
| 1 | Billy Rice<br>Chair                  | ?       | X        | X     | X     |     |      |      |        |           |         |          |          |                |
| 2 | Ashley Kopech<br>Vice Chair          | X       | X        | X     |       |     |      |      |        |           |         |          |          |                |
| 3 | Secretary<br>Lori Porter             | X       | X        | X     | X     |     |      |      |        |           |         |          |          |                |
| 4 | Patti Parks Treasurer                | X       | X        | X     | X     |     |      |      |        |           |         |          |          |                |
| 1 | Bryan Ruemke DEPC                    | X       | X        | X     | X     |     |      |      |        |           |         |          |          |                |
| 2 | Jason Giles<br>Education             | X       | X        | ?     | X     |     |      |      |        |           |         |          |          |                |
| 3 | Dr. Vincent Ohaju<br>Systems/ QI/PA  | ?       | ?        | ?     | O     |     |      |      |        |           |         |          |          |                |
| 4 | Ashley Johse<br>Injury Prevention    | X       | X        | X     | X     |     |      |      |        |           |         |          |          |                |
| 5 | Kevin Deramus<br>Pre- Hospital       | X       | ?        | X     | ?     |     |      |      |        |           |         |          |          |                |
| 6 | Lacey Krchnak<br>Hospital/Acute Care | X       | X        | ?     |       |     |      |      |        |           |         |          |          |                |
| 7 | Paula Terrell<br>Stroke              | X       | X        | ?     | X     |     |      |      |        |           |         |          |          |                |
| 8 | David Lilly<br>EMC at Large          | X       | ?        | X     | ?     |     |      |      |        |           |         |          |          |                |
| 9 | Dr. Katie Brading<br>Perinatal       | X       | X        | X     | X     |     |      |      |        |           |         |          |          |                |
|   | Cagan Baldree<br>Program Manager     | X       | X        | X     | X     |     |      |      |        |           |         |          |          |                |
|   | Rebecca Hill<br>Planner              | X       | X        | X     | X     |     |      |      |        |           |         |          |          |                |
|   | Zeb Heckmann<br>Senior Accountant    | X       | X        | X     | X     |     |      |      |        |           |         |          |          |                |

X= Attended meeting.

\*\*= Call In

O=Substitution

?=Absent

New Appointments