



**Brazos Valley Regional Advisory Council  
Board of Directors Meeting  
June 6, 2024**

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# AGENDA

**Brazos Valley Regional Advisory Council  
Board of Directors Meeting**  
9:00 JUNE 6, 2024  
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 May 10, 2024 Meeting Minutes**
- IV. Financial Report**
- V. Executive Director Report**
- VI. Discussion and/or Action Items**
  - A. Discussion of nominations for BVRAC Chair and Secretary
  - B. Discussion of and possible action regarding EMS RAC Budget.
  - C. Discussion and possible action regarding remaining Amendment 1 funds and Policy Letter.
  - D. Discussion of RAC Symposium
  - E. Discussion of RAC Performance Criteria and Self-Assessment
  - F. Discussion of Pulsara
- VII. Committee Significant Items**
- VIII. Open Forum**
- IX. Important Dates**
  - A. Board of Directors Meeting Friday, July 12, 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**  
 1000 May 10, 2024  
 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. Dane Moran	CHI St. Joseph Regional	Present
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>
Dr. Aaron Buzzard	CHI St. Joseph
Dr. Faisal Tai	Psych Plus
Reagan St. Peters	Psych Plus

**Staff Present**

<u>Position</u>	<u>Name</u>	<u>Agency</u>	<u>Absent/ Present</u>
Deputy Director	Roger Sheridan	BVCOG	Present
Program Manager	John Heritage	BVCOG	Present
Citizen Corps Coordinator	Michael Nicholls	BVCOG	Present
Planner	Rebecca Hill	BVCOG	Present

- I. **Call to Order** – The meeting was called to order at 10:01 A.M. by Chairperson Rice.
- II. **Introductions** – All members introduced themselves.
- III. **Presentation – Dr. Tai – Psychiatric Care in the Region** – Proposals have been sent out regarding the services Psych Plus provides. Psych Plus is the largest psychiatric practice in the state of Texas and offers appointments within 24 hours in the state of Texas. They can provide on-site assessments in the ER as well as treatment to city/county employees and first responders. Proposals/information will be sent out to all board members.

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- IV. Approval of Board of Director’s April 4, 2024 Meeting Minutes** – Members present reviewed the minutes. Ms. Parks motioned to approve the April 4, 2024 meeting minutes. Mr. Deramus seconded the motion; motion carried.
- V. Financial Report** – Mr. Heritage directed the board members’ attention to page 6-12 of the Board Packet for financial information. RAC Systems Development is on track to be spent by the deadline. Several committees have funds remaining in the EMS RAC budget. Chairperson Rice suggested adding an agenda item next month to request ideas to ensure the funds get spent.

Progress has been made in the use of Amendment 1 funds. The process of getting three quotes, getting the item requested and payments sent takes a while for each item. A few agencies have been asked to purchase the equipment directly and the RAC will reimburse the expense. A policy letter has been written regarding Amendment 1 funds that allows the RAC to pool funds that are left after July 1<sup>st</sup> and decide as a group how those funds should be spent to ensure they are spent by the deadline. This letter will be added to the June agenda for the Board and General Assembly to review and vote on.

EMS County funds are also being requested and spent. Thank you to those agencies who have sent in their information. Requests have been received from all but one EMS Agency, so the funds are on track to be fully expended within the next month.

Mr. Heritage shared a spreadsheet that was sent out by DSHS that shows the amount of Senate Bill 8 funds that some RACs have remaining. There are RACs with over \$250,000 remaining. DSHS wants to ensure these funds are utilized so it has encouraged RACs that are running low on funds to reach out to these other RACs to reach some agreement to utilize some of their unspent funds. The Board discussed utilizing some of these funds but hoped that the state will improve the process to utilize these funds.

Chairperson Rice asked for an update regarding the investment of unrestricted funds. Mr. Sheridan stated that it was still being worked on.

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

**VI. Executive Directors Report**

Mr. Heritage pointed out that the semi-annual state meeting with the Texas Association of Regional Councils that BVCOG staff participate in is on September 18<sup>th</sup> which is the same day as the symposium. Mr. Heritage will be staying to attend the symposium, but it is still being decided if Ms. Hill or other BVCOG staff will stay. Mr. Heritage asked a question regarding who is responsible for what parts of the symposium planning. Ms. Parks reported that:

- Ms. Parks and Ms. Mendoza are responsible for speakers.

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- Mr. Giles is responsible for door prizes.
- Ms. Porter is responsible for sponsors and vendors.

Ms. Porter asked for a link for people to pay by credit card. Ms. Parks asked BVCOG to get prices for T-shirts and lunch. Mr. Heritage asked if the group wanted to stick with the same design as last year or change it. The group wanted to change the color of the shirt. A request was also made for BVCOG staff to create and distribute a save the date flyer for the symposium.

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

- A. Consider for approval chair appointment of Dr. Dane Moran as Phys. Advisory / Systems QI Chair** – Chairperson Rice shared that he had two potential physicians interested in the position of chair: Dr. Aaron Buzzard and Dr. Dane Moran. Ms. Mendoza also had two physicians that were interested. Chairperson Rice will draft a requirements page for the position and will share with the group at the next meeting. This action item was tabled.
- B. Consider for approval funding to attend National Pre-Hospital Whole Blood Summit in San Antonio (\$225 registration fee)** – Mr. Gallagher shared information regarding the Whole Blood summit and stated that it would be helpful for several agencies in the region. Mr. Deramus made a motion to approve registration for up to 5 people for the summit. Ms. Mendoza seconded; motion carried.
- C. Update on FTO course approved at the last meeting** – The dates for the course are June 26-28. The deposit has been paid for the course. There are 32 spots available that will be divided between all the agencies. Mr. Gallagher will collect names.
- D. Discussion of BVRAC Symposium** – Ms. Parks asked if the Perinatal Group had any ideas on topics for the Symposium. Dr. Brading will think about it and get back with the group.
- E. Discussion of RAC Performance Criteria and Self-Assessment** – No updates.
- F. Discussion of Pulsara** – The group would like to get rid of the radio drills and have unannounced Pulsara disaster drills. If you start an incident, you need to make sure you select the largest radius for the incident to make sure it pops up on available EMS agencies. The CHI dispatch would like to be involved.

Mr. Gallagher shared that training needs to be done with ERs on handing off patients. The group has experienced different results and has different processes with this. This will be an agenda item for the next Pre-Hospital meeting.

**VIII. Committee Reports**

- A. Education** (Adam Gallagher) – Will email information on FTO course and Whole Blood Summit to EMS Agencies.

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- B. Pre-Hospital** (Kevin Deramus) – A Pre-Hospital meeting will be scheduled for later this month.
  - C. Hospital Care and Management / Acute Care** (Lori Porter) – No Report
  - D. Stroke** (Amy Plotts) – No Report.
  - E. System QI / Physician’s Advisory** – No Report.
  - F. Injury Prevention** (Brandi Mendoza) – No Report.
  - G. Disaster/Emergency Preparedness** (Bryan Ruemke) – No Report.
  - H. Perinatal** (Dr. Brading) – No Report.
- IX. Open Forum** – Mr. Deramus shared that he sent a request regarding video laryngoscopes. Will bring up the request at the Pre-Hospital and June meeting.
- X. Important Dates**
- A.** Board of Directors and General Assembly Meeting June 6, 2024
- XI. Adjourn** – Meeting adjourned at 10:59 am.

**BVRAC Budget 01SEP23 to 31AUG24**

6/6/2024

Brazos Valley Regional Advisory Council

Expense	Category	Budget	Actual	Difference (\$)	Difference (%)
RAC Systems Dev	RAC Sys Dev	\$ 50,390.00	\$ 43,963.74	\$ 6,426.26	13%
EMS RAC	EMS RAC	\$ 36,566.00	\$ 23,649.35	\$ 12,916.65	35%
EMS RAC (Amendment 1)	EMS RAC	\$ 150,000.00	\$ 87,791.44	\$ 62,208.56	41%
EMS County	EMS County	\$ 86,652.00	\$ 86,652.00	\$ -	0%
EMS County-SB 8	EMS County	\$ 373,687.11	\$ 326,874.38	\$ 46,812.73	13%
Unrestricted	Unrestricted	\$ 32,176.75	\$ 20,160.60	\$ 12,016.15	37%
<b>Total Expenses</b>		<b>\$ 729,471.86</b>	<b>\$ 589,091.51</b>	<b>\$ 140,380.35</b>	<b>19.24%</b>

**BVRAC RAC System Development Budget 01SEP23 to 31AUG24**

6/6/2024

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

Expense	Category	Budget	Actual	Difference (\$)	Difference (%)
Management	RAC Sys Dev	\$ 50,390.00	\$ 43,963.74	\$ 6,426.26	13%
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	\$ -	\$ -	\$ -	-
<b>Total Expenses</b>		<b>\$ 50,390.00</b>	<b>\$ 43,963.74</b>	<b>\$ 6,426.26</b>	<b>12.75%</b>

**BVRAC EMS RAC Budget 01SEP23 to 31AUG24**

6/6/2024

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

Expense	Category	Budget	Actual	Difference (\$)	Difference (%)
Management	EMS RAC	\$ 3,750.00	\$ 2,928.78	\$ 821.22	22%
Education	EMS RAC	\$ 15,317.58	\$ 15,317.58	\$ -	0%
Injury Prevention	EMS RAC	\$ 10,029.00	\$ -	\$ 10,029.00	100%
Acute Care/Hosp. Mgt.	EMS RAC	\$ 2,473.68	\$ 2,473.68	\$ -	0%
Stroke/Cardiac	EMS RAC	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Perinatal	EMS RAC	\$ 2,000.00	\$ 1,152.86	\$ 847.14	42%
GETAC/TETAF	EMS RAC	\$ 1,679.74	\$ 1,679.74	\$ 0.00	0%
Staff Travel	EMS RAC	\$ 316.00	\$ 96.71	\$ 219.29	69%
<b>Total Expenses</b>		<b>\$ 36,566.00</b>	<b>\$ 23,649.35</b>	<b>\$ 12,916.65</b>	<b>35.32%</b>

**BVRAC EMS RAC - Amendment 1 Funds Budget 01SEP22 to 31DEC24**

6/6/2024

Brazos Valley Regional Advisory Council (EMS RAC Amendment 1 \$150,000)

Expense	Category	Budget	Actual	Difference (\$)	Difference (%)
Education / Training	Amendment 1	\$ 15,000.00	\$ 1,600.76	\$ 13,399.24	89%
Bryan Fire Dept EMS	Amendment 1	\$ 4,006.14	\$ -	\$ 4,006.14	100%
CHI St Joseph EMS	Amendment 1	\$ 39,154.03	\$ 38,070.00	\$ 1,084.03	3%
College Station FD EMS	Amendment 1	\$ 4,006.14	\$ 2,874.55	\$ 1,131.59	28%
Hilltop Lakes VFD EMS	Amendment 1	\$ 5,286.26	\$ 2,710.14	\$ 2,576.12	49%
Jewett EMS	Amendment 1	\$ 5,286.26	\$ -	\$ 5,286.26	100%
Robertson County EMS	Amendment 1	\$ 12,963.06	\$ 12,963.04	\$ 0.02	0%
Texas A&M University EMS	Amendment 1	\$ 4,006.14	\$ 3,686.95	\$ 319.19	8%
Washington County EMS	Amendment 1	\$ 10,291.97	\$ 10,048.00	\$ 243.97	2%
Baylor Scott & Whitew Bre	Amendment 1	\$ 6,250.00	\$ 6,250.00	\$ -	0%
Baylor Scott & White CS	Amendment 1	\$ 12,500.00	\$ 3,338.00	\$ 9,162.00	73%
CapRock	Amendment 1	\$ 6,250.00	\$ 6,250.00	\$ -	0%
CHI St Joseph CS	Amendment 1	\$ 6,250.00	\$ -	\$ 6,250.00	100%
CHI St. Joseph Regional	Amendment 1	\$ 18,750.00		\$ 18,750.00	100%
<b>Total Expenses</b>		<b>\$ 150,000.00</b>	<b>\$ 87,791.44</b>	<b>\$ 62,208.56</b>	<b>41.47%</b>



**BVRAC RAC EMS COUNTY 01SEP23 to 31AUG24**

6/6/2024

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	\$ -	0%
CSFD EMS	EMS County	\$ 4,084.00	\$ 4,084.00	\$ -	0%
CHI ST Joseph EMS Brazos	EMS County	\$ 4,084.00	\$ 4,084.00	\$ -	0%
CHI ST Joseph EMS Burleson	EMS County	\$ 10,382.00	\$ 10,382.00	\$ -	0%
CHI ST Joseph EMS Grimes	EMS County	\$ 12,693.00	\$ 12,693.00	\$ -	0%
CHI ST Joseph EMS Leon	EMS County	\$ 5,389.00	\$ 5,389.00	\$ -	0%
CHI ST Joseph EMS Madison	EMS County	\$ 7,367.00	\$ 7,367.00	\$ -	0%
Hilltop Lake VFD EMS	EMS County	\$ 5,389.00	\$ 5,389.00	\$ -	0%
Jewett EMS	EMS County	\$ 5,389.00	\$ 5,389.00	\$ -	0%
RCEMS	EMS County	\$ 13,215.00	\$ 13,215.00	\$ -	0%
TAMU EMS	EMS County	\$ 4,084.00	\$ 4,084.00	\$ -	0%
WCEMS	EMS County	\$ 10,492.00	\$ 10,492.00	\$ -	0%
<b>Total Expenses</b>		<b>\$ 86,652.00</b>	<b>\$ 86,652.00</b>	<b>\$ -</b>	<b>0.00%</b>

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

6/6/2024

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	\$ 29,264.03	\$ 30,735.97	51%
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	\$ 111,469.50	\$ (3,301.53)	-3%
College Station FD EMS	EMS County	\$ 43,267.19	\$ 61,153.96	\$ (17,886.77)	-41%
Hilltop Lakes VFD EMS	EMS County	\$ 5,408.40	\$ 3,292.07	\$ 2,116.33	39%
Jewett EMS	EMS County	\$ 21,633.59	\$ 12,236.50	\$ 9,397.09	43%
Robertson County EMS	EMS County	\$ 37,858.79	\$ 37,858.79	\$ (0.00)	0%
Texas A&M University EMS	EMS County	\$ 16,225.20	\$ 10,835.50	\$ 5,389.70	33%
Washington County EMS	EMS County	\$ 37,858.79	\$ 18,764.03	\$ 19,094.76	50%
Med Trans	EMS County	\$ 5,408.40	\$ 8,000.00	\$ (2,591.60)	-48%
<b>Total Expenses</b>		<b>\$ 373,687.11</b>	<b>\$ 326,874.38</b>	<b>\$ 46,812.73</b>	<b>12.53%</b>

**BVRAC Unrestricted Budget**

6/6/2024

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	\$ -	0%
Stroke/Acute Care	Unrestricted	\$ 12,000.00	\$ 8,749.94	\$ 3,250.06	27%
Insurance	Unrestricted	\$ 2,042.00	\$ 2,042.00	\$ -	0%
Training & Meeting	Unrestricted	\$ 750.00	\$ 285.46	\$ 464.54	62%
Outreach	Unrestricted	\$ 2,056.75	\$ -	\$ 2,056.75	100%
<b>Total Expenses</b>		<b>\$ 32,176.75</b>	<b>\$ 20,160.60</b>	<b>\$ 12,016.15</b>	<b>37.34%</b>



**Brazos Valley Regional Advisory Council**  
3991 East 29<sup>th</sup> Street  
Bryan, TX 77805

**Expenditure Deadline for Amendment 1 Funds**

To All Hospitals and EMS Agencies in TSA-N:

Subject: Deadline for Expenditure of Amendment 1 Funds

All hospitals and EMS agencies within TSA-N are hereby notified that they have until July 1, 2024, to expend all remaining allocations of Amendment 1 Funds. The purpose of this deadline is to ensure the comprehensive utilization of these funds within our region, thereby maximizing their impact on our healthcare infrastructure and services.

It is imperative that all Amendment 1 Funds allocated to your respective institutions be utilized fully by the specified deadline. Failure to expend these funds may result in their return to the Department of State Health Services (DSHS), which would hinder our ability to address critical healthcare needs within TSA-N.

In the event that any funds remain unspent by July 1, 2024, the Brazos Valley Regional Advisory Council (BVRAC) will intervene to ensure their utilization towards a "Regional Project." This project will be determined based on the identified needs by BVRAC's General Assembly and approved by the BVRAC Board of Directors during the July Board of Directors Meeting. The aim is to allocate these resources efficiently and effectively, aligning with the priorities and objectives outlined by our healthcare community.

We urge all hospitals and EMS agencies to expedite the expenditure of their remaining Amendment 1 Funds to ensure compliance with this policy and to maximize the benefit to our region's healthcare system.

Please direct any questions or concerns regarding this policy to myself or Rebecca Hill.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink that reads "John Heritage".

John Heritage  
Executive Director, BVRAC

# *Brazos Valley Regional Advisory Council 2024*

## 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 Chair	X	X	X	X	X								
2	Jason Giles Vice Chair	X	X	X	X	?								
3	Ashley Johse Secretary	X	?	X	X	X								
4	Patti Parks Treasurer	X	X	X	X	X								
1	Bryan Ruemke DEPC	X	X	X	X	X								
2	Adam Gallagher Education	X	X	X	X	X								
3	Systems QI/PA													
4	Brandi Mendoza Injury Prevention	X	?	X	X	X								
5	Kevin Deramus Pre- Hospital	?	?	X	X	X								
6	Lori Porter Hospital/Acute Care	X	?	X	X	X								
8	Amy Plotts Stroke	X	?	X	X	X								
9	David Lilly EMC at Large	?	?	?	X	?								
10	Dr. Katie Brading Perinatal	X	X	X	X	X								
	John Heritage Executive Director	X	?	X	X	X								
	Rebecca Hill Planner	X	X	X	X	X								

*X= Attended meeting.*

*\*\*= Call In*

0=Substitution

?=Absent

New Appointments