

REGULAR QUARTERLY MEETING MINUTES

MAY 7, 2019

AGENDA

- Call to order/Roll Call/Quorum/Additions to Agenda
- Approval of February minutes
- Treasurers Report – Kirby Clock
- Coordinator’s Report – Danny Barela
- Presentation on Pediatric Readiness-Stacey Quesada
- Old Business
 - Stop the Bleed – WSTC update
 - Goal List
 - Mental Health
 - CARES
- New Business
 - Biennial Plan Input
 - CISM-Ben Stone
 - Regional Funding Requests
- Roundtable
- Executive Session- Personnel Report
- Adjourn

Agenda Item:	Called to Order/Roll Call/Quorum/Additions to Agenda
Overview:	Meeting was called to order at 1212 by Reg Vickers. No changes were made to the agenda. A quorum was present.
Present:	Danny Barela, Kirby Clock, Jillian Emmons, Scott Fitzgerald, Melissa Tuohy,
Excused:	Rob Weisbaum
On the phone:	Luke De LaPerra, Kim Mitchell, Jeff Stephens, Glen Boyd, Amanda Pierce
Guests:	Avery Mackenzie, Kathy Steckel, Roger Rash, Gina Lambert, Deb Scoggins, Ben Stone, Sean Cafferty, John Bockrath, Erin Houk, Stacey Clark

Agenda Item:	Approval of February Minutes
Overview/Discussion:	Minutes of the February Quarterly Meeting were emailed to the board prior to the meeting and brought for review
Action:	<i>Moved, Seconded and Passed to accept minutes as read. Unanimous vote.</i>
Attachments:	Minutes will be posted on the Website

Agenda Item:	Treasurer’s Report		
Overview/Discussion:	Financial Report reviewed by Kirby. There was \$9102.01 in supplies purchased that will be completely offset by MMH grant for Stop the Bleed Kits made by WSTC. No questions.		
Action:	<i>Moved, seconded, and passed unanimously to accept Treasurer’s Report as presented</i>		
Person(s) Responsible:	NA	Deadline:	N/A

Agenda Item:	Coordinator's Report
Overview/Discussion:	Danny discussed his coordinator's report. He presented an overview of recent meetings. At the last meeting, it was recommended that we look into whether ASAP has accounting services so payroll and accounting would be the same to avoid reporting miscommunications. Danny updated and said they only provide payroll services. There were no questions.
Recommendations/Action:	<i>Danny will revisit our arrangement with ASAP and write an RFP.</i>
Attachments:	Coordinator's Report for May 2019

Agenda Item:	Presentation on Pediatric Readiness
Overview/Discussion:	Stacey Quesada is the Program Manager for the Emergency Medical Services for Children which is a federal program specifically focused on addressing the distinct needs of children in the prehospital and hospital emergency medical systems. She provided an overview of the program and her role and provided the web address for EMSC which has many resources providers. Check out www.emscolorado.com for more information. Reg asked if WRETAC or county level PECC (pediatric emergency care coordinator) would be more realistic/effective in our rural areas. Stacey will keep the idea in mind as she is gathering feedback on how to make the program most effective/beneficial.
Recommendations/Action:	<i>Informational only</i>

Agenda Item:	Stop the Bleed
Overview/Discussion:	Erin Houk gave an update for the WSTC. May 2019 National Trauma Month and the first National Stop the Bleed Month. All facilities in WRETAC are holding a class on May 14 th in their county. There was a collaborative ad that went out to our counties to promote this training day. To date, they have trained over 720 community members and instructors. The group thanked Danny who was instrumental with organizing the WRETAC financial support as a pass through for ordering the needed supplies for the kits. More than 315 trauma kits have been assembled and are being placed in public AED cases. Each facility also has 2 large mobile trauma kit bags that will be managed by EMS, each with 10 trauma kits inside. These kits will be available within our region to move around during special events.
Action:	<i>Informational Only</i>

Agenda Item:	Goals List/Biennial Plan Input
Overview/Discussion:	Goals list was reviewed at the last meeting. Danny is working on updating the Biennial Plan which is due in June. The heart of it is based on these goals. He asked for the authority to write the Plan based on these goals. If you have any input to put into the plan, please contact Danny.
Action:	<i>Moved, seconded, and passed unanimously to give Danny the authority to update our Biennial Plan based on the goals that were reviewed at our last meeting.</i>

Person(s) Responsible:	Danny	Deadline:	6/30/2019
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Agenda Item:	Regional Medical Director update/Mental Health CSU update/CARES
Overview/Discussion:	<p>Dr. Mackenzie reported:</p> <ol style="list-style-type: none"> 1. The group is committed to enrolling in CARES. CARES stands for the Cardiac Arrest Registry to Enhance Survival. The ultimate goal of CARES is to improve survival from sudden cardiac death. Starting Hearts is a Colorado Non-profit that was awarded a federal grant to get Colorado set up as a CARES state for two years. They have asked all RETACs to help select and interview a State CARES Coordinator so Danny has been corresponding with them. 2. The Crisis Stabilization Unit was supposed to be open in March but is now delayed until maybe July. The group is working to help facilitate some protocols for EMS to be able to clear patients in the field to go to CSU instead of the hospital as appropriate.
Action:	<i>Informational Only</i>

Agenda Item:	Critical Incident Stress Debriefing
Overview/Discussion:	<p>Ben Stone is a paramedic with Careflight. He reported CF is developing a Stress Response Program that will put together an on-call team for the western slope that would be available via hotline to respond to individual responders or agencies that have an emotional, traumatic event and facilitate debriefing meetings. They would look to help connect individual responders, agencies to community resources. These individuals would be trained CISD responders. SMH is looking to host the training in October. SMH is willing to cover half the cost if a CREATE grant could cover the other half. He was asking for letters of support for this grant/program. Ben reported they currently were talking with 10 interested CF staff members. People from other agencies can attend the training and be a part of the response team. It was recommended for the response team to be a separate entity, not tied to one facility/group to foster inclusiveness. Group is working to enlist mental health professionals. Program is conceptual at this point. Board members asked for more information about the program and structure as it develops.</p>
Action:	<i>Informational only</i>

Agenda Item:	Regional Funding Requests
Overview/Discussion:	<ol style="list-style-type: none"> 1. San Miguel County had 2 requests. One coming from Norwood and one for UMC. Norwood presented a funding request for EZ-IOs, Mass Casualty Medical Bags and Laerdal manikins. UMC requested a bili-check machine. UMC's request is for more than the available amount and they agree to pay the difference. 2. Delta county had 3 entities submitting requests. Delta EMS requested \$5000 helping with the road safety program, driver

	<p>modification safety system. Delta Hospital requested new PAPRs. North Fork Ambulance requested vacuum mattresses for transport and stethoscopes. Delta County has some money last year that will be carried over to use this year and cover the balance due.</p> <ol style="list-style-type: none"> 3. Ouray County submitted a request for Lifepak replacement and a new reporting system. 4. Montrose County still has full amount from last year and this year, totaling \$30K. Montrose County EMS Council met and decided the best use for the money was for use by Westco. Westco was unable to come up with a clear number of how much money would be needed to upgrade their CAD and so the money was being held up. There was a question why the money is being held and not released to other agencies that could use the money now to help with education etc. Discussion that there needs to be a timeline for the use/release of money. Scott was going to go to EMS council and propose a plan for spending the money this year.
Action:	<ol style="list-style-type: none"> 1. <i>Norwood EMS and UMC requests. It was moved, seconded and passed unanimously with Melissa and Reg abstaining to approve these requests with Norwood getting the full amount of their request and UMC getting the remainder available for the bilicheck machine. Amanda will re-submit an updated application with actual amount requested/approved.</i> 2. <i>All three entity requests: It was moved, seconded and passed unanimously with Jillian and Kirby abstaining to approve these requests.</i> 3. <i>Ouray county request. It was moved, seconded, and passed with Kim abstaining to approve this request.</i>

Agenda Item:	Roundtable
Overview/Discussion:	<ul style="list-style-type: none"> • Deb Scoggins on behalf of the Car seat and Occupant Safety Coalition reports they have been busy with safety days and performing car seat safety checks. They have several activities coming up this fall including Target Safety Day, Youth Appreciation Day, motorcycle safety event, bike rodeos. She is asking WRETAC to become the fiscal agent for the Coalition. • Kim mentioned they are increasing staff for the summer season with some new EMTs. • Scott from Olathe reported they have been very busy. • Melissa from Telluride announced Trauma Certified RN Review Class being hosted at MMH 10/21-10/22. Registration is open. TMC is still looking for a new CEO. Western Pediatric Trauma Conference is in Telluride July 17-19. • Luke from HC mentioned the new ambulance has arrived. They are looking for new EMS director. Had a few avalanches over winter with heavy snow fall. Looking at potential flooding issues and mitigation. • Jillian from Delta reports they had the Western Trauma Conference last week. It went really well. They were looking for

	<p>feedback for ways it could be more successful in future years. Looking to bring ALICE training to Delta County.</p> <ul style="list-style-type: none"> • Kathy from North Fork reported the new District was formed. Kathy accepted the CEO position. • Sean from CB reported he had some direction from BOD to develop exit interview using template on Survey Monkey with quantifiable data. Access could be given to other agencies to use the survey if interested. • Jeff from West End reported they are recruiting to run an EMT/AEMT class and run concurrently whenever possible. CREATE grant sent 6 people to CSEC. Looking to include Paradox in their district to help cover the area better.
Action:	<i>Moved, seconded, and passed unanimously to become the fiscal agent for the Occupant Safety.</i>

Meeting adjourned to executive session at 1459. Reg read notice of executive session.

Executive session held to discuss personnel matters, except if the employee who is the subject of the executive session has requested an open meeting, or if the personnel matter involves more than one employee, all of the employees must request an open meeting as authorized by Section 24-6-402(4)(f) of the Colorado Revised Statutes.

Public Meeting reconvened at 1517.

Agenda Item:	Personnel Matters
Overview/Discussion:	<ol style="list-style-type: none"> 1. As an employee of the WRETAC Danny needs health coverage and is asking for health benefits including healthcare, vision and dental 2. After reviewing the needs and the budget, the board is amenable to fund Danny's insurance as needed 3. Danny is eligible to obtain insurance from CEBT with Delta County Ambulance District where he sits on the board. 4. Upon further discussion Danny should pay for some of the benefits deducted from his paycheck and the WRETAC will pay DCAD for the total Insurance premium.
Action:	<i>Motion made, seconded, and passed unanimously to fund Danny's Insurance up to \$1500 a month and the additional amount be deducted from his pay.</i>

There being no further business, the motion was made, seconded and carried to adjourn at 1517.

Respectfully submitted – M. Tuohy, WRETAC Secretary