**Regular Quarterly Meeting Minutes**

**November 1, 2023**

I. Call to order/Roll Call/Guest Introductions

II. Approval of August Minutes

III. Treasurer’s report – Kirby Clock

IV. Coordinator’s Report – Danny Barela

V. RMD/WCEMSLC Report – Dr. Mackenzie

VI. Old Business

a. Pediatric Readiness Conference

b. WRETAC Awards

VII. New Business

a. Funding Requests

b. Nominations for President and Vice President

c. WRETAC Budget Changes

VIII. Roundtable

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| Agenda Item: | **Called to Order/Roll Call/Additions to Agenda/Guest Introductions** |
| Overview: | Meeting was called to order at 11:34 by Rob Weisbaum. A quorum was present |
| Members present:  Excused: | Danny Barela WRETAC Coordinator, Kirby Clock DCAD, Kayleigh Wright Delta Health, Scott Fitzgerald Montrose, Jeff Stephens Montrose, Kim Mitchell Ouray, Shane Baird San Miguel, Melissa Tuohy San Miguel, Rob Weisbaum Gunnison, Amanda Hartman Hinsdale |
| Guests: | Tad Rowen Montrose Fire, Brent Culver Montrose Fire, Avery Mackenzie MRH, Ross Orpet MRH, Rebecca Diaz MRH, Shay Krier Gunnison, Kelly Thompson Care flight, Mary Rasmusson MRH |

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| Agenda Item: | **Approval of August Minutes** |
| Overview/Discussion: | Minutes of the August Meeting was emailed to the board prior to the meeting and brought for review. |
| Action: | *Motion made by Scott Fitzgerald, Seconded by Kirby Clock and passed to accept the minutes as presented with no objections.* |
| Attachments: | Minutes will be posted on the website |

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| Agenda Item: | **Treasurer’s Report** |
| Overview/Discussion: | Financial Report was emailed to the Board prior to the meeting. Kirby provided an update stating that there was nothing unusual and we are fine financially, delayed getting money from the state. This morning confirmation was received of the first 1/3 of the supplemental funding was deposited in the account. The other deposits will come in January 2024, and April 2024. Also of note an extra 50,000 one-time payment this year to be discussed later on during the budget amendment section. |
| Action: | *Kim made a motion to accept the financial report as presented. Seconded by Scott Fitzgerald and approved unanimously. Kirby abstained.* |
| Attachments: | *BudgetvActualsBudget\_FY24\_PL-FY24PLClasses and Balance Sheet* |

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| Agenda Item: | **WRETAC Budget Changes** |
| Overview/Discussion: | This section was moved forward on the agenda to continue the previous discussion. There was a one-time payment from the state, the budget committee met and made a proposal of what to do with this funding. Change noted was this income, an increase in the coordinator salary by 5.4% and recommend to do annual CPI increase. Agreed to pay for our half of the PECC Conference in gateway. Remainder to purchase a vehicle and pay back the savings. Danny and Rob in agreeance with this. The vehicle is leased until 6/1/2024 so we don’t have to decide that part today. Open for discussions at this time. |
| Action: | *There was a motion to approve the amended budget as presented by Scott and seconded by Melissa.* |
| Attachments: | Budget Draft with Revisions 10-23 |

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| Agenda Item: | **Interest Gaining Account** |
| Overview/Discussion: | Danny requested to move funds from checking that we are not gaining any interest on our funds to an interest gaining liquid account. There was a motion made by Kirby on this and seconded by Scott. Prior to vote on this there was a clarification motion made at this point that the Budget Committee shall be authorized to look at the funds, note the best account available to match liquidity and interest bearing, and then they may move the funds to a chosen interest baring account before the new year. |
| Action: | *A motion made with the amended and clarified changes by Kim and was seconded by Rebecca* |
| Attachments: | *Informational Only* |

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| Agenda Item: | **Coordinator’s Report** |
| Overview/Discussion: | This report was emailed to Board members prior to the meeting for review and was presented by Danny. Congratulation was extended to Chief Fitzgerald for his new role on SEMTAC. There was an update on the Ground Ambulance License Committee. Danny continued to give updates on the other committee meetings he has taken part in. There was an update of the two grants. The communication project grant was successful and is underway. This will be a2 year project. Senate bill 226 money with Montrose Regional Health to provide an OB simulation and neonatal simulation grant was approved. Discussion of reliable patient tracking system was had and Danny is on the taskforce and summarized the meetings within this update.  Mary R. Discussed the OB/ Neonatal grant. Plan for collaboration with EMS on work sessions and trainings. They plan to offer 2x a year to regional hospitals to utilize this simulator as well and an ALSO class to begin to be offered region wide. There were no further questions needing to be addressed in regards to the Coordinator Report. |
| Action: | *Informational Only.* |
| Attachments: | Coordinator’s Report for November 2023 and Colorado PT Tracking Task Force Recommendation. |

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| Agenda Item: | **RMD/WCEMSLC Report** |
| Overview/Discussion | Dr. Mackenzie provided updates on the statewide Whole Blood Initiative. West region is very involved in this task force. Montrose Regional Health is a level III trauma center again and a new spine surgeon as well as pain management specialist has started. The ALS skills night program is continuing and we are continuing to enter data into the CARES system. |
| Action: | *None.* |

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| Agenda Item: | **Pediatric Readiness Conference** |
| Overview/Discussion: | This conference is to be held at Gateway. This will be the 3rd time having this conference and this year we are continuing to hold it in March. Looking for Ideas on allowing return PECCs to learn new tools as well as educate the new PECCs that are coming. Sharing the cost as the grant program funding for this is no longer available. This is a great conference for networking and hands on. Dr. Adelgais and Nicolena from COEMS are coming but only charging for travel and rooming. The save the date is to go out today. |
| Action: | *None* |

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| Agenda Item: | **WRETAC Awards** |
| Overview/Discussion: | Presented by Dr. Mackenzie. Great success at getting people recognized within our region and at the state level. BLS to Luanne Baumann from Olathe Fire. ALS to Joe Blunn from Crested Butte and Buffy Witt for EMS executive of the year. |

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| Agenda Item: | **Funding Request Ouray County** |
| Overview: | Kim Mitchell presented this funding request. The request for 15 new AED’s to replace old versions, 6 of these will go to the Sherriff Office to have within their vehicles. There was question as to the roll over funds and this is from those rolled over funds and also there was note of budget for future maintenance of this that is able to be covered by Ouray. There was a question on the balance sheet. Determination that Danny, Kirby and the Accountant will plan a meeting to review the sheet to make it make more sense. Ultimately the funds requested are available. |
| Action: | *Motion made by Scott to accept the request as presented. Seconded by Kirby. Approved unanimously. Abstention of Kim. Motion passes.* |

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| Agenda Item: | **Funding Request Delta County** |
| Overview: | Kayleigh Wright presented this funding request. Delta Health ER is in the process of gaining their COPPER Designation and with this has come purchases of new materials and equipment. The request at this time is for the purchase of a new infant warmer as the current one was removed from the department due to it being broken with the inability to order parts as it was too old. Also for the purchase of a syringe pump in which the ER does not currently have their own. There was also note that the maintenance of these pieces of equipment is able to be budgeted for within the hospital. |
| Action: | *Motion made by Rebecca to accept the request as presented. Seconded by Melissa. Approved unanimously. Abstention of Kayleigh. Motion passes.* |

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| Agenda Item: | **Funding Request Montrose County** |
| Overview: | Scott Fitzgerald from Olathe Fire to present this funding request. The request is for tourniquets to go into the classrooms for the school district. There was discussion in regards to the Stop The Bleed funding that is happening through the state of Colorado and utilizing these funds going forward to get the official training to use the equipment well and also to restock the equipment and maintain it. |
| Action: | *Motion made by Kim to accept the request as presented. Seconded by Kayleigh. Approved unanimously. Abstention of Scott. Motion passes.* |

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| Agenda Item: | **Funding Request Hinsdale County** |
| Overview: | Amanda Hartman from Hinsdale to present this funding request. The request is for a pediatric restraint devise for transport of small infants. EMS basic class is being held with hopes to bring more staff and therefore a request for new pagers to ensure the new staff will have access to one. Also, new thermometers. |
| Action: | *Motion made by Scott to accept the request as presented. Seconded by Kim. Abstention of Amanda. Motion passes.* |

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| Agenda Item: | **Nominations for President and Vice President** |
| Overview: | Danny opened the discussion for nominations for President and Vice President. At this time there are no new nominations. |
| Action: | *Election/Transition to take place in January* |

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| Agenda Item: | **Roundtable** |
| Overview: | Shane Baird, San Miguel- Nothing to report  Mary R, MRH- WRHCC update was provided. Requests for communication data from EMS partners will be coming out to meet a deliverable that is due in December. There was note of the chemical table top annex that will be planned for the spring.  Melissa San Miguel- CEO position still open, hopes to have the mill levy voted in during the November election.  Tad Rowen Montrose Fire- Ambulances to come in December.  Brent Culver Montrose Fire- Nothing to report  Rebecca Diaz MRH- Nothing to report  Avery Mackenzie- Asked Kayleigh about the process of becoming COPPER designated  Kayleigh Wright- Offered assistance to MRH in the COPPER journey, gave an update of the new COO starting in November, still has an interim CEO present and is currently awaiting a site visit for COPPER in December.  Kim Mitchell Ouray- Not getting an ambulance until maybe June, mock crash planned for spring and the injury prevention group is to bring the trailer for that.  Amanda Hartman Hinsdale- Airway class went well most of the team going to ESMAC.  Jeff Stephens- had a multi patient event that utilized 2 CareFlight helicopters overall it went well with no causalities, hired a new paramedic  Kirby Clock DCAD- Nothing new to report  Scott Fitzgerald Olathe Fire- Nothing to report  Shay Krier Gunnison- Local hospitals for participation with the whole blood collation if there is any interest  Rob Weisbaum Crested Butte- Stroke research project update EHR are acceptable, Leadership training with EMS is available 11/30 and 12/1. Waiting bill cycle for grant funding. Hoping to get all providers within their group critical care certified.  Danny Barela WRETAC Coordinator- COEMS educator symposium 5/17-5/19 2024 at Estes park. |

There being no further business, a motion to adjourn meeting made by Kirby, seconded by Kim, the meeting was adjourned at 1250.

**Respectfully Submitted – K. Wright, WRETAC Secretary**