

**BIG COUNTRY REGIONAL ADVISORY COUNCIL  
GENERAL ASSEMBLY MINUTES  
APRIL 16, 2008**

Meeting called to order at 1405 by H. T. Fillingim, Chair.

Roll Call:	H. T. Fillingim, Chair	Fisher County Hospital
	Todd Barnes, Vice Chair	Eastland EMS
	Bobbie Collom, Secretary	North Runnels Hospital EMS
	Cindy Boles, Treasurer	Cisco VFD
	Josie Fillingim	Fisher Co. Hospital EMS
	Randy King	Throckmorton Hospital EMS
	Kevin Ray	Abilene Regional
	Steven Hobbs	Shackelford Co. EMS
	Lee Ann Fraser	Stonewall Memorial Hospital
	Tammy Heidenheimer	Stamford EMS
	Neil White, Executive Coordinator	
	Andrew Cargile	Air Evac LifeTeam
	Glynis Gotcher	Rolling Plain Hospital
	Fran Silva	N Lake Brownwood EMS
	Deloris Londerholm	Hendrick Medical Center
	Linda Rutherford	Coleman Co. Med Ctr
	Wanda McIlvain	Coleman Co EMS
	Pamela Shumway	Throckmorton Hospital
	George Mathews	Cross Plain EMS
	David Allman	Anson Hospital EMS
	Scott Boles	Hamlin EMS
	Gary Valerian	Southwest Medevac
	Michelle Huffaker	Anson Hospital
	Cindy Hale	Mitchell Co Hospital
	Pam Orsborn	Merkel EMS
	Justin Hughes	ARMC
	Ray Wilson	Citizens EMS
	Shelly Wilson	Citizens EMS
	Harriet White	Stamford Mem Hospital
	Jason Tyler	Scurry County EMS
	Grant Madden	Sweetwater FD
	Tim Brannon	South Taylor EMS
	Steven Smith	ECCA
	Irylnda Smith	South Taylor EMS

HT asked everyone to update their contact information on a list he passed around.

Motion to approve minutes as posted on the website by Tammy Heidenheimer, second by Shelly Wilson, all in favor, none opposed.

Treasurer's Report: Cindy has not gotten all the information she needs to present a full report at this time. She did report a balance of \$36, 960.36 in the ASB account (this is hold money for BT). There was \$925 dues deposited in Citizens Bank. She had a question about the number of vendors that are paid monthly and is there a list. HT says there was a list on the desktop computer. Motion to accept the limited treasurer's report as stated by Josie Fillingim, second by Randy King; all in favor, none opposed.

Old Business: Stroke/STEMI protocols – Kevin Ray has developed a proposed protocol and will email a copy to everyone for comments, suggestions, etc.

Due to lack of neuro coverage in Abilene, stroke patients are having to be taken out of the area by air or ground ambulance. It has been requested that it might be beneficial to meet with administration from ARMC and HMC at our next Executive Committee meeting.

Trauma revisions: Neil will forward what he has of this plan to Bobbie and she will attempt to bring it up to date. It will then be posted on the website for comments or suggested changes from members.

New Business - Bylaws: Proposed bylaw changes – Article 4 (4.1.4) will be changed to read:

“Voting member entities must meet the following requirements to be eligible to vote and to meet the participation requirements of the BCRAC. The requirements for eligibility include:

4.1.4 (G) Payment of all assessed dues by December 1<sup>st</sup> of each year.

4.1.4 (J) EMSsystem will be updated on a daily basis by Abilene Regional Medical Center and Hendrick Medical Center; and all other hospitals, first responders, and EMS providers will update at least weekly or as requested by the BCRAC or EMSsystem requirements.

Article 6 (C) Members must attend seventy-five (75%) percent of the scheduled meetings of the Executive Committee, unless there are extenuating circumstances as approved by the Executive Committee.

All references to the Executive Coordinator will be deleted. All references to the Hospital Planning Group will be deleted.

Article 11.1.4 – Standing committees will consist of at least seven (7) members elected by the General Assembly; and the committee will elect a chair and secretary from the members. The Performance Improvement Committee members will include at least one (1) representative each from Hendrick Medical Center and Abilene Regional Medical Center.

Article 11.5.1 – Add: The Executive Committee will monitor the activities of the Performance Improvement Committee.

11.7 Hospital Committee

11.7.1 through 11.7.5 will be deleted.

There was a discussion concerning quarterly reporting of PI issues by all members; and the need for including stroke/STEMI patients. It was decided that we should appoint the PI committee and let them formulate these changes.

The following were appointed to the Performance Improvement Committee: Andrew Cargile-Air Evan, Pam Shumway-Throckmorton, David Allman-Anson, Bob Cox-Anson, Rocky Galvan-Hendrick, Kevin Ray-ARMC and Jason Tyler – Mitchell County EMS.

Every committee should turn in a sign in sheet and minutes to the secretary after your quarterly meeting.

HT reported that Arlen Bolenbaucher from DSHS gave a review of our operational procedure prior to the regularly scheduled Executive Committee meeting this date. He explained how the contracts come down from CSCU and what the obligations are for both DSHS and the RACs. He reviewed the essential criteria for the contract and explained why RAC-D did “not meet” some of these essential criteria and what we need to do to “meet” the criteria. The Trauma Service Plan is one of those areas and must be brought current immediately. We will receive a letter stating all of the areas needing correction.

Comments: HT asked everyone to check the website regularly for updates, notices, etc. Amanda is working very hard to keep it updated in a timely manner.

The DSHS audit has been completed and BCRAC is going to have to send a total of \$23,571.63 back to the State in unexpended funds for 2006-2007 contracts.

Once this money is returned to the State (in the next few days), our RAC should receive a sum of approximately \$96,000. Once it is determined how much is to be distributed to eligible entities, the amount will be posted on the website. Copies of invoices and checks will be due by July 1, 2008 (must be postmarked by July 1, 2008). These purchases should be dated between 9/1/07 and 6/30/08. Checks will be distributed at the July RAC meeting to those who have submitted the invoices and checks and are in compliance with all participation requirements. If we get these invoices by July 1<sup>st</sup>, we have a month to re-allocate funds that were not claimed. There will be a deadline of August 1, 2008 for the second round of funds distributed as the contract deadline is August 31, 2008.

Needs assessments are a requirement of DSHS. If you have not turned one in, please download from website and fax to Bobbie Collom at 325-754-3022 or send it to the toll-free fax at 866-416-9344 and keep a copy for your records. The following have been received for 2008-2009:

EMS – Eastland, North Runnels, Shackelford, Stonewall, Throckmorton, Sweetwater Fire Department

FRO – ECCA

Hospitals – Anson, Brownwood, Comanche, Eastland, Hamlin, Hendrick, Knox County, Mitchell County, Stonewall.

HT asked that everyone keep their contact information updated.

All correspondence should be mailed to the post office box listed on the website. Do not mail anything to the old office address.

Andy Cargile mentioned some of the proposed EMS rule changes (157.11) which include: ambulances must have provider number in 2" letters preceded by the letters TX on each side of the ambulance.

A provider involved in an accident or taking a truck out of service you have 5 days to notify DSHS; and 24 hours if there are injuries.

There are other changes affecting staffing which might be of concern to providers.

These should be on the website today.

HPG has purchased 2 mobile medical trailers and a uniformed credentialing system. HT asked about training for everyone in the RAC on these trailers.

Meeting adjourned at 1525.

Respectfully submitted,

Bobbie L. Collom  
Secretary