

RAC- V Meeting Minutes

Meeting Name:	Board Meeting
Meeting Date:	July 29, 2022
Meeting Place:	Valley Regional Medical Center
Meeting attended by:	Carlos Palacio, MD, Eugenio Cardenas, Jeffrey Skubic, David Salas, Elena Guajardo, Eira Romero, Kathleen Dassler, Lutano Villarreal, Rene Perez, Wesley Milum, Julie Beller, Gustavo Ramirez, Frank Torres, Usman Khan, MD
TRAC-V	Cindy Rodriguez, Annette Flores
Proxys:	Pat Wagner proxy for Anna Hinojosa, Lutano Villarreal proxy for Rolando Guerrero, MD, Lutano Villarreal proxy for Rolando Ramirez
Guests:	Nohemi Sanchez, Erin Teskey

Agenda Item:	Discussion:	Action:
Call to Order	Carlos Palacio, MD called the meeting to order at 11:13 AM	
Introductions	Cindy Rodriguez introduced Board members.	
Approval of minutes for June 17, 2022		Kathy Dassler made a motion to approve the minutes as presented. Julie Beller seconded the motion. Motion carries unanimously.
Financial Report – Rene Perez	<p><u>Cash Receipts</u> Total amount collected in unrestricted funds for June was \$21,262.00. \$18,262.00 in dues from memberships, \$3,000.00 in Symposium sponsorship fees.</p> <p><u>General Administrative – Unrestricted</u> Contractual, Bank Charges, Salaries, Taxes & Benefits, Symposium total for June \$33,248.00</p> <p><u>EMS/RAC (RAC A) – Restricted Overhead</u> Totals spend for June \$10,688 total to date \$84,279.00</p> <p><u>RAC Systems Development (RAC B) – Restricted</u> No money spent for the month of May. Amount spent to date \$1,192.00</p> <p><u>EMS Pass Thru</u> \$29,148.00 was spent for the month of June. The amount allocated to EMS Providers to date is \$105,927.00. Total amount to spend by 8/31/22 is \$14,458.00.</p>	No action needed.

RAC- V Meeting Minutes

	<p><u>Statement of Financial Position</u> Total amount in Bank Accounts \$504,286.14 Total Accounts Receivables \$26,920.00 Total Current Assets \$529,806.14 Total Fixed Assets \$950.84 Total Assets \$530,756.98</p> <p>Amount owed to DSHS (Old HPP) \$6,324.16</p> <p>Liabilities and Equity \$530,756.98</p>	
<p>Executive Directors Report – Cindy Rodriguez</p>	<p>DSHS Contract Reports (Sep. 1, 2021 – Aug. 31, 2022):</p> <p>DSHS Deliverables:</p> <p>2nd Narrative financial report to General Membership was emailed to DSHS on May 23rd (included expenditures and/or upcoming planned expenditures and remaining balances. On June 23rd, 3rd quarter documentation was emailed.</p> <p>DSHS Fiscal Support and Oversight completed its fiscal monitoring review for the EMS/CO – RAC grant. They did identify three findings.</p> <ol style="list-style-type: none"> 1. Unallowable sales taxes paid to Office Depot and Cameron Operations electric bill totaling \$47.01. State has asked the TRAC to go through the bills once more to make sure there were no other taxes that were paid. 2. Personnel and Fringe Benefits – one of the timesheets was inaccurately calculated, the Administrative Assistants timesheet was not found Scott was not set up in QB yet. No money was owed to DHS. 3. DSHS Financial Admin./Internal Control Deficient – The following policies need to be updated, Travel, Procurement, Fixed Assets Policies <p>New contract starts (September 1, 2022 – August 31, 2023)</p>	<p>No action needed.</p>

RAC- V Meeting Minutes

	<p>RAC/EMS \$94,785.00 RAC System Development \$63,060.00 EMS Pass Thru \$106,040.00</p> <p>Wristband Report – Mandatory wristband tracking will take effect January 2023</p> <p>Hospitals reported 7,510 EMS reported 18,802</p> <p>Symposium Dates April 20, 21, & 22 at the Courtyard by Marriot SPI</p> <p>Website Update Will be meeting with Decibel on Monday to finalize changes.</p> <p>Senate Bill 8 Recruitment and Retention 50% of the Funds for Senate bill will be distributed in 9/1/22 and the remaining 50% on 1/2/2022.</p>	
Discussion & Action Items:		
Guidelines for Field Triage of Injured Patients	<p>The Guidelines for Field Triage of Injured Patients was reviewed by the Board. More review and changes are still to be made.</p> <p>Tabled until next meeting.</p>	Tabled until next meeting.
New TRAC V Logo	A vote was held for the new logo. 7 voted for logo with blue star. 2 voted for logo with red star. 8 voted for logo with black Texas symbol.	<p>Frank Torres made a motion to move forward with the logo with the black Texas symbol. Wesley Milum seconded the motion.</p> <p>Motion carries unanimously.</p>
Purchase of Wristbands	<p>A quote for wristbands was submitted from Precision Dynamics Corporation.</p> <p>65 boxes x \$39.55 = \$2,570.75 S&H = \$298.19 Totaling \$2,868.94</p>	<p>Gustavo Ramirez made a motion to purchase wristbands. Richard Becerra seconded the motion.</p> <p>Motion carries unanimously.</p>
Pre-hospital Backboard Proposals	<p>A quote for backboards was submitted from Bound Tree Medical.</p> <p>195 backboards x \$107.00</p>	Gustavo Ramirez made a motion to purchase backboards. Eugenio Cardenas seconded the motion.

RAC- V Meeting Minutes

	Totaling \$20,865.00	Motion carries unanimously.
Pre-Hospital Proposal	<p>Pre-hospital committee has submitted 4 different proposals for the purchase of tourniquets.</p> <p>Bound Tree quote \$21,791.25 Bound Tree quote \$26,13.00 Henry Schein quote \$19,526.00 Life Assist \$20,865.00</p>	<p>Gustavo Ramirez made a motion to purchase the tourniquets without holders from Henry Schein for \$19,526.00.</p> <p>Eugenio Cardenas seconded the motion.</p> <p>Motion carries unanimously.</p>
PHTLS Proposal	<p>PHTLS Proposal was submitted to the TRAC.</p> <p>NAEMT fee \$165.00 Instructor fees 2 x \$200.00 Coordinator fee 1 x \$300.00</p> <p>Budget for PHTLS \$1991.40</p>	<p>Julie Beller made a motion to accept the proposal. Gustavo seconded the motion.</p> <p>Motion carries unanimously.</p>
Stroke Proposal	<p>Stroke committee submitted a proposal for 3 items.</p> <p>VAN Badge Cards \$599.93 Register Tapes Unlimited \$27,656.25 Entravision Radio Commercial \$10,000.00</p> <p>The Board is in favor of purchasing the VAN Badge Cards for \$599.93.</p> <p>The Board is in favor of denying the purchase of the Register Tapes for \$27,656.25.</p> <p>The Board is in favor of purchasing the Entravision Radio Commercial for \$7,000.00</p>	<p>Gustavo made a motion to accept the proposal for the VAN Badge cards for \$599.00, to deny the proposal for the Register Tapes for \$27,656.25, to accept the proposal for the Entravision Radio Commercial for \$7,000.00. Julie Beller seconded the motion.</p> <p>Motion carries unanimously.</p>
Whole Blood MOU	<p>TRAC-V will be collaborating with the South Texas Blood & Tissue Center in San Antonio and will be moving forward with the Whole Blood Program.</p> <p>A copy of the Memorandum of Understanding between the TRAC and the South Texas Blood & Tissue Center is going to be sent to an attorney for review.</p> <p>A meeting with both parties will take place in the near future for further discussion.</p>	

RAC- V Meeting Minutes

Out of Valley Transfers PowerPoint	PowerPoint was presented by Erin Teskey from Rio Grande Regional Hospital on the out of valley transfers from January to May of this year 2022. Moving forward, all hospitals are required to send in all transfers including In-RAC transfers, as well as specify the type of transfer, for data collecting purposes.	
Open Forum		
Old Business	TRAC-V Bylaws Wesley Milum presented a revised draft of the Bylaws to the Board. Bylaws Committee will meet to discuss final revisions.	
New Business	Kathy Dassler proposed a clinic for forensic nurse examiners. Dr. Khara Breeden is the administrator that will be in contact with the TRAC to coordinate the clinic.	
Next Meeting Date	September 30, 2022, at Pharr EMS Headquarters	
Adjournment	Meeting adjourned at 1:09 PM.	Gustavo Ramirez made a motion to adjourn. Julie Beller seconded the motion. Motion carries unanimously. There being no more business to discuss, meeting was adjourned.