



## RETAC Council Meeting Minutes

**Date:** April 15, 2008

**Location:** El Paso County Administration  
Conference Room  
27 E Vermijo Ave  
Colorado Springs, CO 80903

**Attendance:** See attached list

A quorum was present. Tim Dienst, Vice Chair, called the meeting to order at 1:00 PM

### I. APPROVAL OF AGENDA

Tim presented the agenda. Roxie Devers moved “to approve the agenda as presented”. Eric Schmidt seconded the motion. Kim Schallenberger, Regional Coordinator noted that potential changes to the By Laws should have been added to the agenda. Roxie and Eric accepted a friendly amendment to the original motion. Motion passed.

### II. APPROVAL OF January 15, 2008 MINUTES

Minutes were reviewed. Candy Shoemaker moved “to approve the minutes as presented”. Bob West seconded the motion. Motion passed.

### III. FINANCIAL REPORT

Kim Schallenberger presented documents reflecting the financial activity of the Regional office for January, February, and March 2008. Tim informed the Council that the Executive Committee has been receiving scanned invoices from Kim for review. He noted that the system was working fine at this time. Tim further stated that he had donated a copy of “Quick Books” to the Region. Kim will begin using this format for the financial activity of the office starting in July 2008. Candy moved “to accept the Financial Report as presented”. Rob Handley seconded the motion. Motion passed.

### IV. CORRESPONDENCE

Kim presented a letter from Kit Carson County Memorial Hospital appointing Kandi Kuper to the Council.



*Plains to Peaks*  
*Emergency Medical & Trauma Service Region*



**Kim E. Schallenberger, Regional Coordinator, Box 303, Kit Carson, CO 80825**  
**Phone: 719-962-3200 Fax: 719-962-3200 Cell: 719-342-5562**

## **V. ANNOUNCEMENTS**

Lynn Andersen provided brochures for the 2008 Memorial Trauma & Critical Care Symposium to be held August 22-23, 2008 in Colorado Springs.

Mark Morrison provided a handout announcing an Emergency Services Appreciation Day on May 31<sup>st</sup> in Lincoln County sponsored by Lincoln Community Hospital.

Candy informed the Council that Wal Mart will be hosting an EMS Appreciation Day in Woodland Park on May 17, 2008.

Eric reminded the Council that the new St Francis hospital will be opening on 08/08/08. They have submitted their application for a Level IV Trauma Designation. Eric further noted that he and Dr. Roger Nagy will be providing an inservice at Keefe Memorial Hospital in Cheyenne Wells on May 8, 2008.

Bob West informed the Council that the Emergency Services Agency RFP for ambulance service in El Paso County has been posted with responses due back by May 9, 2008. They expect to make a decision sometime in June 2008. The AMR contract has been extended through the end of the year pending the outcome of the RFP process. When asked what agencies are expected to submit an application, he noted that AMR, Pridemark, Rural Metro, and another agency from New Jersey had done so.

## **VI. REPORTS**

### **A) Officers**

Tim informed the Council about legislation being considered regarding automobile insurance and a med pay component. A press conference is scheduled for April 16, 2008 at 0830 in Denver on the west steps of the Capital for those who can attend.

Tim updated the Council regarding the Colorado EMS Managers Forum. This group is forming under EMSAC.

### **B) Regional Coordinator**

Kim indicated that he had no written report and that his activities would be covered by other items on the agenda.



## **VII. OLD BUSINESS**

### **A) State Council Report**

Kim provided a written report containing his notes from the recent SEMTAC meetings held in Denver. Kim spoke to some of the highlights and answered questions including those about “Special Project” funding and its effect on the Provider grants.

### **B) Board of Health Rules**

Kim reminded the Council of recent rule changes and informed them that he was unaware of any pending rules changes before the Board of Health.

### **C) Legislative Update**

Tim provided information about the Trauma legislation he spoke about during his earlier report. Kim spoke briefly about a bill which could raise malpractice payments for physicians.

### **D) State Provider Grant**

Kim provided an update on the current Provider Grant process.

### **E) Regional Recruitment/Retention Provider Grant**

Kim provided an update on the project noting that additional work has been done and he promised that the project would be completed on time.

### **F) 2008 Conference & Awards Program**

Kim updated the Council on the status of the 2008 EMS/Trauma Conference. He provided a handout showing the winners of the Regional awards program as well as the state awards program. He encouraged Council members to attend both programs.

### **G) TEEX-EMS Leadership Academy**

Kim informed the Council about the academy held in Limon on April 4-6, 2008. Rob, Mark, and Candy each attended and also provided their perspective of the program.

### **H) Statewide RETAC Forum**



# Plains to Peaks

*Emergency Medical & Trauma Service Region*



**Kim E. Schallenberger, Regional Coordinator, Box 303, Kit Carson, CO 80825**  
**Phone: 719-962-3200 Fax: 719-962-3200 Cell: 719-342-5562**

Kim reminded the Council that the Region was asked to host this event in February. He and Tim provided information about the forum. Kim noted that the Region was paid \$500 by the state of Colorado for hosting the event.

## I) Statewide Needs Assessment

Kim provided an update on the Statewide (Regional) Needs Assessment Program or SNAP. This effort is being lead by the EMTS section of the state health department. Kim reminded the Council that \$100,000 was set aside for “Special Projects” by the EMTS section to fund the project this year.

## J) Regional By Laws

Tim asked the Council to review the proposed By Law changes developed at the last quarterly meeting in January. After additional discussion, the Council decided to make additional changes to the proposed amendment. Tim asked Kim to publish the proposed change with the agenda as required by the By Laws. The proposed amendment reads as follows:

### Article II-Organization

#### Paragraph 4 Administrative Policies

#### Part B

Currently reads:

- b. The chairperson has the discretion to authorize individual Council-related expenditures up to and including the sum of \$100.00. Expenditures in excess of \$100.00 shall be authorized by two-thirds vote of membership present at a Council meeting.

Amend to read:

- b. Budget line item monies may be expended by staff within the allotted budget. The executive offices will review and approve or disapprove the monthly bills in a timely fashion. This review will be provided to the fiscal agent for their records.

## VIII. NEW BUSINESS

### A) FY 08-09 Budget

Kim reminded the Council about the process for creating the FY 08-09 budget up to this time. He then provided a spreadsheet depicting past financial information and a proposed budget for



# Plains to Peaks

*Emergency Medical & Trauma Service Region*



**Kim E. Schallenberger, Regional Coordinator, Box 303, Kit Carson, CO 80825**  
**Phone: 719-962-3200 Fax: 719-962-3200 Cell: 719-342-5562**

FY 08-09. Tim further explained both the process and the information. Discussion about the budget occurred.

Rob then made a motion seconded by Lynn to raise the Regional Coordinator's salary by 3% from \$46,000.00 per year to \$47,380.00 per year. A lengthy discussion took place. The high lights of the discussion included:

- The financial impact of a raise for the Regional Coordinator on the budget of the RETAC
- The use of a percentage instead of fixed cents per hour raise amount always gives a larger raise to higher paid individuals.

The motion to raise the Regional Coordinator's salary 3% passed with one no vote.

Rob then made a motion seconded by Candy to request a contribution from each county of \$3000.00 to cover the proposed budget for FY08-09. The motion passed with only one no vote.

Eric then reminded all here that the additional funds for the budget for the RETAC must be requested from each of the members county commissioners.

## B) Roundtable Discussion

Mark, Roxie, Rob, Candy, Bob, Kandi Kuper, Tim, Bart Bachura, nor Kim had any additional information to provide at this time.

Lynn announced that Memorial Health System has an opening in the Trauma Department to conduct their Injury Prevention work.

Eric spoke briefly about the recent Penrose-St Francis Trauma Conference held on March 14, 2008.

## **IX. ADJOURNMENT**

With nothing further to discuss, Tim adjourned the meeting at 3:05 PM.

The next meeting of the Plains to Peaks RETAC will be July 15, 2008 in Teller County.

---

Kim E Schallenberger, Regional Coordinator