



RETAC Council Meeting Minutes

Date: July 15, 2008

Location: Florissant Fire Protection District
2606 Hwy 24
Florissant, CO 80816
719 748 3909

Attendance: See attached list

A quorum was present. Ted Foth, Council Chair, called the meeting to order at 1:05 PM

I. APPROVAL OF AGENDA

Ted presented the agenda and requested an amendment to add the discussion of the Council Bylaws under Old Business. Tim Dienst, Vice Chair, moved to approve the agenda as amended. Greg Griswold seconded the motion. Motion passed.

II. APPROVAL OF April 15, 2008 MINUTES

Minutes were reviewed. Chief Dave Ury moved "to approve the minutes as presented". Bart Bachura seconded the motion. Motion passed.

III. FINANCIAL REPORT

Kim Schallenberger, Regional Coordinator, presented documents reflecting the financial activity of the Regional office for April, May, and June 2008. Kim reminded the Council that he will be using Quick Books for to record the Regional financial information starting this month. Jody Wallace presented a question from Eric Schmidt, Penrose-St Francis Health Services. Eric asked if the Chair and Regional Coordinator had met with all of the Boards of County Commissioners to request approval for expending the County Designated funds. Ted informed the Council that he had met with Lincoln County so far and was in the process of setting dates to meet with the other Commissions. Discussion from other Council members offering their assistance to attend those meetings occurred. Ted informed the group that the Lincoln County Commissioners had agreed to provide the same funding for operations as in FY08. Tim moved "to accept the Financial Report as presented". Roxie Devers seconded the motion. Motion passed.



IV. CORRESPONDENCE

Kim provided thank you notes to the El Paso County representatives from Amy Benore. Ms Benore was thanking the representatives for paying the cost of registration to the Plains to Peaks EMS/Trauma Conference this year for all El Paso County personnel who attended.

V. ANNOUNCEMENTS

Bart informed the group about the 2008 Memorial Trauma & Critical Care Symposium to be held August 22-23, 2008 in Colorado Springs.

Bart stated that Memorial Health System had hired Sally Duncan as their Injury Prevention Coordinator and that as of August 1, 2008, Memorial Hospital will have a Critical Care Surgical Program available 24 hours a day.

Bob West informed the Council that Rosemary Bakes Martin had passed away last week. She was the director of the El Paso County Department of Health.

VI. REPORTS

A) Officers

Tim informed the Council that Senate Bill 11 passed the legislature and was signed by the Governor. He further noted that there will be a meeting July 31, 2008 at Penrose Main Hospital in Colorado Springs with two legislators to discuss additional efforts to support the trauma system.

Ted provided information about new regulations regarding safety vests for emergency personnel at crash scenes on federally funded highways. He also reminded the Council that the UHF and VHF radio frequencies will be moving to a narrow band by 2013.

Ted thanked everyone for their participation in the 7th Annual Plains to Peaks EMS/Trauma Conference which was held in Burlington. Rob Handley thanked Ted for hosting the event and for his efforts. Kim informed the Council that the Conference Committee had met to discuss the recent Conference and to begin planning for 2009. He noted that the Committee would like to have input from the Council regarding the location for 2009. Discussion about where the event should be held in 2009 occurred. Chief Ury made a motion to hold the Conference in Burlington in 2009. Greg seconded the motion. Motion passed. Ted asked Kim to inform the Conference Committee of this decision.

Mark Morrison, Secretary/Treasurer, no report at this time.



Plains to Peaks

Emergency Medical & Trauma Service Region



Kim E. Schallenberger, Regional Coordinator, Box 303, Kit Carson, CO 80825
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B) Regional Coordinator

Kim spoke about the progress of the EMD project to date. Chief Ury asked if agencies were going to be able to continue this project on their own. Kim indicated that the majority of his time working with the EMD project is spent reviewing the calls. Kim was tasked with finding out the cost of another reviewer for the agencies. Ted informed the Council that he would speak to the East Central Colorado Emergency Communications Council about this discussion.

Kim informed the Council that another EMD initial training course had been held in Burlington with good attendance from the agencies. He also stated that he had obtained three computers from the Emergency Preparedness section at the Colorado Department of Public Health & Environment which will be placed in each of the eastern dispatch centers. These computers are to be used for the EMS system. CDPHE will also provide the training for this program.

Kim noted that three personnel from the Region were recognized through the statewide award program for their dedication. Joel Maxcy, Cheyenne County Ambulance Service, received the CJ Shanaberger award. Dr. David Ross, Penrose-St Francis Health Services, received the Dr. Robert Campbell award. Candy Shoemaker, SW Teller County EMS, received the Francis Mildred Roth Women in EMS Award. These were presented during EMS Week in Denver.

Kim informed the Council that he was asked by the EMTS Section to participate in the CPR Directive Task Force. He will keep the Council updated on the work of the group.

Kim spoke about a project initiated by Linda Underbrink, Regional Coordinator for the Foothills RETAC. Ms Underbrink was awarded a grant through the Emergency Preparedness section at CDPHE to provide training modules and MCI triage tags for agencies in the state. He noted that her work would provide eight training modules and nearly 5200 triage tags to the Plains to Peaks Region. He will work with Ted to distribute the products.

VII. OLD BUSINESS

A) State Council Report

Kim provided a copy of EMTS Section Chief Randy Kuykendall's report to SEMTAC. He noted some of the highlights from the recent meetings in Denver from the document. Kim also spoke about the reorganization that is taking place on the state Council.



B) Board of Health Rules

Kim informed the Council that the EMTS section will be reviewing Rule 500 each year and taking comments from stakeholders right now. Any proposed changes will be taken to the Board of Medical Examiners in November.

C) Legislative Update

No update at this time.

D) State Provider Grant

Kim provided an update on the FY09 Provider Grant. He further spoke about the Injury Prevention grant awarded to the Region during this process.

E) Regional Recruitment/Retention Provider Grant

Kim provided an update on the project noting that the reimbursement request had been submitted to the state and that the final product would be available soon.

F) Statewide RETAC Forum

Kim and Tim provided an update on the Forum they attended in Montrose recently. The next Forum will take place September 3-4 in the SW RETAC.

G) Statewide Needs Assessment

Kim provided an update on the Statewide (Regional) Needs Assessment Program or SNAP. The EMTS Section will be posting the Request for Proposals soon with an appropriate vendor being selected within a couple months. The next meeting of the SNAP will be August 6th at 1:30 PM.

H) Regional By Laws

Ted reminded the Council about the proposed changes to the bylaws. Bob West moved to accept the change as presented. Roxie seconded the motion. Motion passed. The change will take effect immediately and Kim will provide copies of the updated bylaws to reflect the following change:

Article II-Organization

Paragraph 4 Administrative Policies



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Part B

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) Biennial Plan Update

Kim reminded the Council that an update to the 2007 Regional Biennial Plan is a required deliverable to the EMTS Section. He provided copies of that document for their review. Discussion about each of the Regional goals took place.

B) Roundtable Discussion

Greg informed the Council about projects occurring in Teller County including MRC, EARP, Vial of Life, an MCI Exercise by the South Central All Hazard Region, and potential mass vaccination clinics.

Kim asked members of the group to contact him if there was any interest in hosting an EMS Instructor Course in the Region. Kim informed the Council about efforts in other Regions to move toward a Regional Medical Director. Discussion about the topic occurred with consensus that the Region should continue to consider the subject over time but that there were other issues to consider right now.

Other attendees had no additional information at this time.

IX. ADJOURNMENT

With nothing further to discuss, Ted adjourned the meeting at 3:00 PM. The next meeting of the Plains to Peaks RETAC will be October 21, 2008 in Cheyenne County.

Kim E Schallenberger, Regional Coordinator