



## RETAC Council Meeting Minutes

**Date:** January 15, 2008

**Location:** Lincoln County Courthouse  
Jury Assembly Room  
103 3<sup>rd</sup> Street  
Hugo, CO 80821

**Attendance:** See attached list

A quorum was present. Ted Foth, Council Chair, called the meeting to order at 1:00 PM

### I. APPROVAL OF AGENDA

Ted presented the agenda. Candy Shoemaker moved “to approve the agenda as presented”. Gary Beedy seconded the motion. Motion passed.

### II. OFFICER ELECTIONS

Ted turned the floor to Vice Chair Tim Dienst to conduct the election for Council Chair. Tim opened the floor for nominations. Candy nominated Ted Foth. John Gentzel seconded the nomination. Roxie Devers moved to cease nominations. Mark Morrison seconded the motion. Tim called for a vote on the second motion first. Motion passed. Tim called for a vote on the nomination of Ted Foth as Council Chair. Motion passed.

Tim turned the meeting back to Ted Foth, Chair. Ted opened the floor for nominations for the position of Council Vice Chair. Candy nominated Tim Dienst. Lynn Andersen seconded the nomination. Roxie moved to cease nominations. John seconded the motion. Ted called for a vote on the second motion first. Motion passed. Ted called for a vote on the nomination of Tim Dienst as Council Vice Chair. Motion passed.

Ted opened the floor for nominations for the position of Council Secretary/Treasurer. Rob Handley nominated Mark Morrison. Candy seconded the nomination. Roxie moved to cease nominations. Lynn seconded the motion. Ted called for a vote on the second motion first. Motion passed. Ted called for a vote on the nomination of Mark Morrison as Council Secretary/Treasurer. Motion passed.

### III. APPROVAL OF OCTOBER 16, 2007 MINUTES

Minutes were reviewed. Tim moved “to approve the minutes as presented”. Lynn seconded the motion. Motion passed.



# Plains to Peaks

*Emergency Medical & Trauma Service Region*



**Kim E. Schallenberger, Regional Coordinator, Box 303, Kit Carson, CO 80825**  
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Discussion about attendance at quarterly Council meetings occurred. Candy moved to send a letter of encouragement to any appointed Council member who has not met the standard of attendance set in the Bylaws. After further discussion, by consensus it was decided to address this administratively. Candy withdrew her motion.

## **IV. FINANCIAL REPORT**

Kim Schallenberger, Regional Coordinator, presented documents reflecting the financial activity of the Regional office for October, November, and December 2007. Discussion occurred regarding the changes made for approval of Regional expenses. By consensus, Kim was encouraged to work with the executive members regarding any payments made outside of the line item budget. Gary moved "to accept the Financial Report as presented". John seconded the motion. Motion passed.

## **V. CORRESPONDENCE**

Kim presented a letter from the EMTS Section Chief Randy Kuykendall. The letter was in regards to the Statewide Needs Assessment. The topic will be discussed further on the agenda.

Kim also presented a letter from Lincoln County informing the Council of their appointments to the Regional Council for 2008.

## **VI. ANNOUNCEMENTS**

Kim provided the Council with a flyer from Penrose/St Francis Health Services announcing their Trauma Conference scheduled for March 14, 2008.

## **VII. REPORTS**

### **A) Officers**

Tim informed the Council about a study being conducted by the Governor's office regarding the impact of changes in automobile insurance in 2006. He encouraged agencies to participate in the study.

Tim also informed the Council about a new forum for EMS Managers to meet with their peers and to organize for advocacy at the state level. The group is forming under EMSAC and will be meeting at 5:00 PM Wednesdays during the SEMTAC meeting week.



B) Regional Coordinator

Kim informed the Council about the quarterly Statewide RETAC Forum which will be meeting in Colorado Springs on February 20-21, 2008. He encouraged Council members to attend if possible.

Kim provided an update on training being organized between the Level II and Level IV facilities.

Kim further updated the Council on activities regarding his work with Karval FPD, the new Medicare signature rules, and other topics.

**VIII. 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.

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

Kim provided information from SEMTAC member Kathay Rennels regarding pending legislation surrounding Trauma legislation.

D) State Provider Grant

Kim provided an update on the current Provider Grant process. Ted solicited volunteers to review Regional grants. Members volunteering included: Bob West, Ted Foth, Mark Morrison, Rob Handley, John Gentzel, Tim Dienst, Dave Gwyn, and Lynn Andersen. Kim was requested to ask Sue Kern to participate also. The Plains to Peaks Regional Provider Grant hearing will be March 21, 2008 at Penrose Main in Colorado Springs from 10:00-12:00.

E) Emergency Medical Dispatch Project

Kim updated those in attendance on the progress of the project. He stated while progress has been slow at times, he feels confident that they are moving forward.



F) 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.

G) 2007 Conference & Awards Program

Kim updated the Council on the status of the 2008 EMS/Trauma Conference. Kim provided those present with the criteria for Regional awards and encouraged them to consider nominating a worthy candidate. Kim then discussed the change in location of the conference from Limon to Burlington and its impact on potential attendees from El Paso and Teller counties. Kim asked the Council representatives from those counties to consider using their County Designated Funds to offset the cost of lodging at the conference in an effort to encourage participation by agencies from across the Region. Council members will take the request back to their respective local stakeholders and will inform the conference committee of the decision.

H) Revision of Regional Destination Guidelines

Kim reminded the Council that new facilities and potential changes in local patient destination guidelines are being considered. He encouraged the Council to keep this as an agenda item until all changes have been made prior to changing the Regional Guidelines.

**IX. NEW BUSINESS**

A) Statewide Needs Assessment

Ted asked the Council to review the letter written to the Council by Randy Kuykendall, EMTS Section Chief. Kim provided some background on the project. The letter requested the Council appoint one representative to a committee being formed to formally address this project. By consensus, the Council agreed that Kim Schallenberger should be that representative. Ted will send a letter to Mr. Kuykendall making the appointment.

B) TEEEX-EMS Leadership Academy

Kim reminded the Council about this training and provided an update.

C) National Scope of Practice

Ted informed the Council that he has been appointed to a statewide committee which will be reviewing the impact of the proposed national scope of practice on the delivery of emergency medical services in the state. Kim provided some background information on the topic. Ted will keep the Council and all stakeholders informed about the progress of the committee.



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## D) Other

Ted asked for volunteers from the Council to form a Budget Committee. Volunteers include: Mark Morrison, Tim Dienst, Bob West, and Ted Foth. Nancy Bogenhagen will visit with Sue Kern to decide which will sit on this committee. Ted suggested that the committee could meet on March 21, 2008 after the Regional Provider Grant hearing.

Ted provided a document with proposed changes to the Council Bylaws as discussed at the October meeting in Burlington. The proposed changes will be provided again at the next meeting and then voted upon according to the steps set forth in the bylaws. The proposed changes are 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. Expenditures above the budget or outside the line items must be approved by the executive officers. The executive officers 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.*

Ted reminded the Council that a new facility has opened in Teller County. It was discussed that any changes to Council membership would involve meetings with each of the Member County's Board of Commissioners. By consensus, the issue will be tabled until any new facility makes a formal request for representation on the Council.

## E) Roundtable Discussion

Bob West discussed the pending RFP process for El Paso County as they open the bidding for a county ambulance provider. He expects the RFP to be published in February 2008.



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Mark Morrison informed the group that he will be sending a flyer out to invite them to attend the training being provided at Lincoln Community Hospital by Penrose/St Francis on January 31.

Roxie Devers reminded the group that Ken Morrison is the new Emergency Manager for Lincoln County and she has been helping him transition into the position.

John Gentzel spoke briefly about the Penrose/St Francis Trauma Symposium in March 2008. He indicated that the projected opening date for St Francis is still 08/08/08.

Lynn Andersen informed the group that Memorial has opened the new Children's Tower. She indicated that Memorial North is busy and trauma patients are increasing across the county. She informed the group that they are preparing for possible overflow patients from the Democratic National Convention.

Kelli Jones spoke about Injury Prevention. After discussion, Kim was asked to facilitate the revival of the Regional Injury Prevention group.

Rob Handley announced that Thom Dick will be speaking at Limon Ambulance on February 20<sup>th</sup>.

Tonda Scott spoke briefly about the recent Mass Vaccination clinics conducted in the area.

Ted Foth announced that Cindy Carson has resigned from her position with KCCMH. Construction on the hospital in Burlington is underway with a potential completion date of September 2008. Ted stated that the airport reconstruction has been completed. Ted thanked Memorial Hospital and Penrose/St Francis for their continued support of agencies and facilities across the Region.

Gary Beedy, Nancy Bogenhagen, Ken Morrison, Candy Shoemaker, Tim Dienst, Dave Gwyn, and Bart Bachura had no update for this portion of the agenda.

## **X. ADJOURNMENT**

With nothing further to discuss, Ted adjourned the meeting at 2:50 PM.  
The next meeting of the Plains to Peaks RETAC will be April 15, 2008 in El Paso County.

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Kim E Schallenberger, Regional Coordinator