



## RETAC Council Meeting Minutes

**Date:** April 21, 2009  
**Location:** Kit Carson County Ambulance Service  
257 15<sup>th</sup> Street, Burlington, CO 80807  
**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 proposed agenda. Gary Beedy moved to accept the agenda as presented. John Gentzel seconded the motion. Motion passed.

### II. APPROVAL OF JANUARY 20, 2009 MINUTES

Minutes were reviewed by those present. Gary moved to accept the minutes as presented. Chief Dave Ury seconded the motion. Motion passed.

### III. FINANCIAL REPORT

Kim Schallenberger, Regional Coordinator, presented documents reflecting the financial activity of the Regional office for January, February, and March 2009. Kim updated the Council on the effort to move the financial records into Quick Books. He will continue to work with Tim on the project. Gary moved to accept the financial report as presented. Patty Baxter seconded the motion. Motion passed. Nancy Bogenhagen asked if Kim he could add a column onto the financial report indicating what task was being undertaken requiring the expenditure of funds. Kim stated that he already does that for the Executive Council and would further include the information within the documentation provided to the Fiscal Agent.

Kim queried the Council about the possibility of obtaining a corporate credit card for gas purchases while he is traveling. After discussion, Kim was tasked with researching how much tax savings could be achieved by using this card and what potential fees might be for the card. Kim will report back in July.

Kim provided the Council with a document showing the various purchases made by each County using their designated funds during the past quarter. A discussion about appropriate documentation for such purchases was held. By consensus, each County will provide a letter and/or minutes from an official meeting which discussed the use of the funds within their County.



**IV. CORRESPONDENCE**

None at this time.

**V. ANNOUNCEMENTS**

Kim reminded the Council about the upcoming Plains to Peaks Regional EMT/Trauma Conference to be held in Burlington April 25-26, 2009. He provided information about the Regional awards program and about Regional winners of state awards to be presented on May 15, 2009 at the EMS Gala in Denver.

**VI. REPORTS**

A) Officers

Ted, Council Chair, provided an update on SB 09-002.

Tim Dienst, Council Vice Chair and Mark Morrison, Council Secretary were absent from the meeting.

B) Regional Coordinator

Kim provided information and a handout regarding the state EMTS Section CPR Taskforce of which he is a member.

Kim updated the Council on the Anthony Bates Foundation heart screening event held recently in El Paso Council. Kim also spoke about the grant regarding Hypothermic treatment for Cardiac Arrest patients submitted by Memorial Health System and Denver Health.

**VII. OLD BUSINESS**

A) State Council Report

Kim provided an oral and written update on the recent SEMTAC meeting held in Denver on January 28-29, 2009. Highlights included Rule 500, Trauma Designations, and other issues.

B) Board of Health Rules

No additional update at this time.



C) Legislative Update

Kim provided another update on the progress of SB 09-002. He described the proposed process for rule making to distribute the additional funds if the bill is successful.

D) State Provider Grant

Kim relayed information about the recent Regional Provider Grant hearing at Black Forest Fire/Rescue. He thanked the Council volunteers who reviewed the grants. Kim noted that the SEMTAC review of the grants will be held in Denver on May 12-13, 2009.

E) Statewide RETAC Forum

Kim informed the Council that the next quarterly meeting of the eleven statewide RETACs will be held in Steamboat Springs. Ted and Kim will be attending this meeting on June 10-11, 2009. Kim also explained that on June 12, CDOT will be hosting a training session regarding the seatbelt educational grant they are offering to seven RETACs. Ted and Kim will provide an update to the full Council at the next RETAC meeting.

F) Statewide Needs Assessment

Kim updated the Council on the SNAP project and indicated that the EMTS Section would like to speed up the project if SB 09-002 does pass and additional funds become available. Kim will continue to update the Council on any activity.

**VIII. NEW BUSINESS**

A) 2009 Biennial Plan/Strategic Planning

Kim provided a handout depicting the proposed Regional goals discussed at the January Strategic Planning meeting and again during the Biennial Plan Committee meeting held March 12, 2009 after the Provider Grant hearing. By consensus, the proposed Goals will be included in the FY10 Regional Biennial Plan.

B) CDPHE Emergency Preparedness Funding

Kim and Ted briefed the Council about progress to complete the grant. The 800 megahertz radio has been ordered and requests will be going to each County to allow placement of their channels in the radio. The funding set aside for the Conference MCI training will be used at this year's Conference. The grant period concludes on June 1, 2009 and Kim will complete all necessary documentation to satisfy the grant requirements.



C) FY09 Regional Provider Grant/Injury Prevention

Kim provided an update on the progress of this grant. The training will be held May 14-17, 2009 at La Foret in the Black Forest of El Paso County.

D) Regional Intergovernmental Agreement proposed revision

Kim updated the Council on the progress of getting approval from each set of County Commissioners for the amended Intergovernmental Agreement. Cheyenne County has signed the document at this time. Ted offered to take it to the Kit Carson County Commissioners this week. Gary offered to present it to the Lincoln County Commissioners the following week. Kim will provide assistance in getting the document moved around and onto all Counties.

E) FY10 Regional Budget

Kim provided several documents reflecting the financial status of the Region at this time. A proposed FY10 budget was then presented based on the historical documents in hand. After discussion, John moved to accept the proposed FY10 budget with the stipulation that the line item for the Verizon Internet Card be researched and removed if possible. Gary seconded the motion. Motion passed.

Kim was tasked with researching the contract regarding the internet card and will report back to the Council via email with the results.

John made a motion to use FY09 funds to replace the windshield in the Regional vehicle. Patty Baxter seconded the motion. Motion passed.

F) Roundtable Discussion

John Gentzel informed the group about a recent program he delivered to Edison High School regarding teen driving and safety.

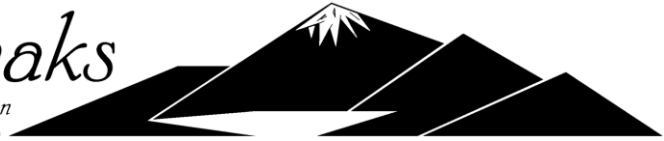
Kandi Kuper let the group know that Kit Carson County Memorial Hospital has a new Chief Executive Officer.

Patty Baxter spoke briefly about SB 181 and another bill which provides immunity for first responders. She also informed the Council about a proposed MCI exercise to be held in the eastern portion of El Paso County in 2010.

Darcy Janssen provided information about the CERT program in Cheyenne County. She further noted that their will be an MCI exercise in Cheyenne County at Kit Carson High School. She



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



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has also been able to secure grant funding to put shelving in the Surge Hospital trailers in Cheyenne and Kit Carson Counties.

No other attendees had any information to submit at this time.

**IX. ADJOURNMENT**

With nothing further to discuss, Ted adjourned the meeting at 3:29 PM.  
The next meeting of the Plains to Peaks RETAC will be July 21, 2009 in Teller County.

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Kim E Schallenberger, Regional Coordinator