

SOUTHEAST COLORADO RETAC
MEETING DRAFT MINUTES

Location: Springfield EMS Office

June 22, 2011

Lunch Noon – 3 p.m.

- I. **Roll Call:** Chairman Larry Reeves called the meeting to order. Secretary Eunice Weber provided the roll call and a sign-in sheet. Members present included: Rick Hartley, Cecelia Deen, Cheryl Brewer, Jesse Smith, Larry Reeves, Eunice Weber, Gary Cox, Kent Darnell, Aaron Eveatt, Marshall Cook, Mike Merrill (Coordinator), Kris Stokke (MRC), John Spano (guest) and Tobe Allumbaugh (Proxy).
- II. **Review/Approval of Meeting Minutes:** After members read and reviewed minutes for March 9, 2011, Gary Cox made a motion the minutes be approved as written, Cheryl Brewer seconded the motion. Motion carried.
- III. **Correspondence to the Chair/SECRETAC:** Our Budget-Base Increase Request was reviewed by State. \$42,500.00 was approved for our RMD/CQI program (\$35,000.00) and \$7500.00 for operational/miscellaneous items. The \$10,000.00 we requested for Regional Training was denied, this needs to be applied for through the 603 program.
- IV. **Committee Reports:**
 - A. **Medical Reserve Corp.:** Kris Stokke was available to present a summary of her survey concerning the continuation of the program. Three people were interested in taking over the Coordinator's duties and maintain the program. Rick Ritter an interested party wants to help maintain the program. Kris needs to provide a letter to the Council for funds to be transferred out of the MOU (\$10,000.00 + \$500.00) Cheryl Brewer made a motion to approve transfer of the funds once we have received Kris's letter and when needed to Otero County Public Health Department so the MRC program can continue to operate, Gary Cox seconded the motion. Motion carried. Cheryl also stated a letter of gratitude should be sent to Kris showing our appreciation for all her hard work with this program.
 - B. **Human Resource/Injury Prevention:** Baca County Injury Prevention School Days Program is requesting \$500.00 to provide in-kind support for EMTS Provider Grant to SEC EMS program. Cheryl Gilmore will provide the \$500.00 to cover the match from a CDOT mini-grant. Cheryl Brewer made a motion to approve the \$500.00 coming from a CDOT mini-grant not from the RETAC. Gary Cox seconded the motion. Motion carried.
 - C. **Clinical Education:** After the Council discussed the Prehospital Trauma Triage Algorithm for the Adults and Pediatric Patients, Marshall Cook recommended for the State to add as directed by local protocol on both Algorithms. Kent Darnell made a motion for the State to add as directed by local protocol on both Algorithms, Rick Hartley seconded the motion. Motion carried. In the future CQI and Clinical committees will be combining for the RETAC meetings.
 - D. **Finance:** Vehicle/Gas Maintenance was increased \$500.00=\$3,000.00 RMD/CQI increase of \$35,000.00 (Funds coming from the Budget-Base Increase Request) The Base Increase was explained by Larry Reeves. Gary Cox, Treasurer, suggested to leave salary/benefits for the coordinator as is. (\$61,019.41) Marshall Cook made a motion to approve the draft 2011-2012 budget with transfer of \$500.00 from operational/miscellaneous items to Vehicle/Gas Maintenance. Cheryl Brewer seconded the motion. Motion carried.
- V. **Biennial-Plan FY 2011-2013 Reviewed:** Discussion was held on what we need to add to our Biennial Plan and what goals we need to set for the future. We decided to include major geographic features for each County. Everyone assisted Mike with re-wording in some

areas. We included more goals and objectives. Everyone needs to get a County demographic and personnel needs list to Mike by Friday June 24th.

VI. New Business: Biannual County Plans are due June 30th. A 1 hour phone conference is planned for June 28th at 2:00 to approve the revisions of the State Biannual Plan a reminder will be sent out by Mike Merrill.

VII. Meeting schedule:

September 14, 2011 Las Animas/Hasty

December 14, 2011 Ordway

January 2012 Lamar

March 2012 LaJunta

June 2012 Springfield

VIII. Awards: Jessie Smith made a motion to present Warren Yule with a plaque showing our appreciation for the time he has served on our board. Gary Cox seconded the motion. Motion carried

IX. Adjournment: Gary Cox made a motion to adjourn the meeting. Kent Darnell seconded the motion. Motion carried.

Respectfully submitted by:

Eunice M. Weber SECRETAC Secretary