

SECRETAC Meeting

September 16, 2020

Roll Call

Members: John Spano, Jeremy Burkhart, Cherilyn Wittler, Robbie Quick, Ray Gonzales, Brandon Chambers, Shellie Engelhardt, Marge Campbell, Troy Abdula (Bent County - new), Eunice Weber, Don Oswald (Financial Board Member), Leslie Day, Mario Rodriguez, John Reitan, Melissa Noe, Hannah Muth

Guests: Dave Kaye (Centura Health), Francis Anderson (FFL)

Excused Absences: Renee Crain

Introduction of Guests

Review of Agenda:

John wants to add to agenda – spending (will discuss shortly)

Add elections to agenda. John moved to add elections to the agenda. Jeremy seconded. Approved unanimously.

Approval of Minutes

Approving June Meeting Minutes – Eunice Weber moved to approve. Mario seconded. Approved unanimously.

Approving July Meeting Minutes – Eunice asked question about Kiowa Co grant request. Brandon clarified that he understood Kiowa County requested funding. Further clarification identified Kiowa Fire Dept as the agency requesting funding from State but not funded. Eunice Weber moved to approve. Mario seconded. Approved unanimously.

Elections

Nominations for Chair Person: Eunice Weber nominated Ray Gonzales. Mario seconded. Mario moved to cease nominations. John seconded. Approved to cease nominations unanimously. Ray Gonzales will continue as the Chair.

Nominations for Co-Chair: John moved to nominate Jeremy. Eunice seconded. Jeremy accepted nomination. Cherilyn moved to cease nominations. Robbie seconded. Approved unanimously. Jeremy Burkhart is the Co-Chair.

Nominations for Secretary: Marge has asked that she not be secretary plus she cannot be due to residence in the same county as Jeremy B (co-chair). Leslie Day nominated Eunice Weber. John seconded. Eunice declined nomination. John nominated Cherilyn. Eunice seconded. Cherilyn accepted nomination. Mario moved to cease nominations. Robbie seconded. Approved unanimously. Cherilyn Wittler will take over as Secretary.

Position of Treasurer will be filled by the Finance Oversight Board.

Monthly Reports

Approval of Financial Reports:

July Financials – Reviewed July Financials (Board Packet). Robbie made motion to approve. Marge seconded. No further discussion. Approved unanimously.

August Financials – Reviewed August Financials (Board Packet). Eunice made a motion to approve. Robbie seconded. Approved unanimously.

Monthly Bills –Contract for Coordinator Services, Accountant Fees. Motion to pay monthly bills made by John S. Eunice seconded. Approved unanimously.

County Funding: No Grant requests received as of yet. Every county has \$15,000 available. Brandon encouraged everyone to get started on project requests. Mario requested clarification on when the request is due. He thought by December. Brandon stated financial board would like for requests to be due by December. Counties can submit at any time but due to approvals and receipt of proof of purchase, timeline suggested is December to try to avoid missing June 30th deadline. John R. questioned whether a request could be submitted after December. Answer is yes, but it pushes deadline to get all the accounting completed by June 30th. John S. requested whether it would be best for money split within counties to be submitted at the same time. Brandon said it is preferred but understands that is not always feasible.

Education and Training: Round Table.

Dave K. (guest) briefly presented on Centura Health education (CE Connect). Placed URL in chat and contact info will also be provided through Brandon. Providers create their own accounts. Can obtain various topics of education. Some live webinars as well. Account holders can host their own meetings free of charge as well.

St. Anthony's Trauma Symposium tomorrow.

EMT Class being offered in Baca County.

Search and Rescue conference hosted by FFL coming up.

PHTLS class coming up possibly in Rocky Ford. First week of November. Beginning November 3rd. Brandon will send out info.

Eunice requested whether Rocky Ford is still planning an AEMT class. Ray advised it has been cancelled for now.

Coordinator Report:

Contract Deliverables – Financial Statements which were due August 31st. State changed process mid-stream causing multiple RETACS to be temporarily out of compliance. Our RETAC is now in compliance. Brandon reported on Accountability and Planned Use of Savings document.

Budget – Regional Projects Discussion. Marge interested in a UV Light Project. Brandon reminded everyone about the 15 components of the EMTS system to guide counties on acceptable projects for RETAC funding.

2020 Bent County Needs Assessment. Roll-out still not taken place. Delayed due to COVID-19. Final report will be virtual meeting. More info to come. Final report will also be printed. Still in final stages of document completion.

RMD Medical Practice / EMPAC Update – Lots of changes to guidelines coming up. Meeting on September 30th for RMD Guideline review. Not really open to public. New updates hopefully ready by January 1, 2021.

RMD Committee Meeting will be November 9th (correction to Agenda).

RETAC Forum – Meeting took place in September. Limited attendance.

(Secretary stepped out at about 11:00 due to Fire Call. Back in at 11:25. Marge Campbell resumed taking minutes during this time.)

Brandon reviewed HB20-17 Substance use disorders located in the board packet and explained the impact on the Fire Protection Districts.

Jillian Moore with Starting Hearts the Colorado CARES Coordinator went over a presentation about the CARES program and why it's important to participate. SECRETAC agreed to participate in a prior board meeting.

Coordinator brought up brief discussion about the SECRETAC Website. Currently the SECRETAC has no access to the website and unable to update or make changes. After a brief discussion it was brought up if it required and the cost to rebuild the website. Coordinator will research the topic and bring it back to the SECRETAC.

John Spano asked about setting aside some funding for training costs. Brandon talked about grant process to use regional funding to cover cost of different educational costs. Money is already earmarked for regional projects. John requested a one-time action item to set aside a specific funding amount that any agency can use without the application process. Brandon suggested we follow the application process to properly document and track funding. This includes submitting invoice showing payment and request for reimbursement. This was agreed upon. John advised he would apply for funding for payment of recent ACLS classes for members of Baca, Prowers and Bent Counties.

Trauma Chapter 4 Review. Brandon explained the difference between Trauma rules and EMS rules. Chapter 4 sets up rules for RETACs. New line item – identify key resource facilities. We have to select a facility (Level I or Level II Trauma Center). Robbie said AVRMC does not have an identified key resource facility. Melissa Noe identified that when SECH was a Level IV Trauma center they also did not have to identify a key resource facility. We also have to “develop prehospital destination protocols for adult and pediatric patients with trauma or suspected trauma...” Brandon suggested we place these on the agenda for the next meeting. Biennial plan information also reviewed.

Some requirements for non-designation facilities to report to RETACs. Brandon has been in contact with SECH about these requirements.

General Business

Bent County Commissioners sent letter recommending Troy Abdula, Bent County EM to replace Rick Stwalley for representative from Bent County. Marge moves to approve Troy as a member. John Reitan seconded. Motion approved unanimously.

Marge requested whether anyone in our region uses UV lights on ambulances. AVRMC mentioned they have some, but no other ambulance agencies are currently using UV. Robbie advised she will research what they paid for units. Marge is interested in moving forward and incorporating other agencies in a UV project. Ray requested that Marge do an agency report on her findings when she has more information. Marge reported on some of her information regarding UV research. She states she has been promised one unit would be supplied to her agency if approved. This unit would be on a track in the patient compartment of an ambulance to disinfect the box. Robbie advised it sounds different than what AVRMC uses which is a box that things can be placed within.

Additional:

Next Meeting: October 14th or November 18th. Marge suggested we meet in October. Decided to meet October 14th at 10 am.

Adjournment

Motion made by John Spano. Seconded by Marge. Approved unanimously.

Meeting adjourned.

Cherilyn Wittler and Marge Campbell discussed compiling notes from this meeting for meeting minutes. Marge stated she could email her notes to Cherilyn to compile.

Respectfully Submitted.

Cherilyn Wittler, SECRETAC Secretary

EMS Director, SECH Ambulance Service