

RAC-G General Assembly Meeting Minutes

April 21, 2022

UTH Science Center Building

Call to order 10:00 a.m.

Welcome and Invocation.....Sheryl Coffey

Recognition of the Board.....Sheryl Coffey

Topic 1: Second Narrative report read.....Sheryl Coffey

Discussion: FY 22; RAC received 3 state contracts including EMS provider, 3588, and RSD funds

- 86% of funds utilized for program expenses
- 14% of funds utilized for administration purposes

Action: No action needed.

Topic 2: Executive Director Reminders.....Sheryl Coffey

Discussion:

- All committee chairs reminded that agendas must be turned in to the RAC office 10 days prior to meetings.
- May is EMS month, the RAC is placing an ad in the newspaper.
- May is also Stroke month
- Realignment of counties has been completed and Franklin County is now in RAC-F thus leaving RAC-G with 18 counties
- Recognition of RAC-G office staff

Action: No action needed.

Topic 3: Approval Corrections of previous General Assembly meeting on January 20, 2022

Discussion: Minutes were posted on the RAC-G website for review

Action:

- Motion to approve previous meeting minutes by Roy Langford
- Seconded by Kenneth Webb
- All were in favor, motion passed

Topic 4 Financial Report

Discussion: Kent Kalb, CPA unable to attend today's meeting.

Action: Financial report is available on request in the RAC office.

Topic 5 At-Large Positions Confirmed

Discussion: Dr. Paul McGaha and Mr. George Roberts were reaffirmed to serve as at-large positions for the RAC.

Action: No action needed

Topic 6: Vice Chair's Report

Discussion: Nothing to report

Action: No action needed.

Topic 7: Standing Committee Reports

Discussion:

- Trauma Committee.....JoAnn Peters
 - Met in February 2022
 - Requesting that anyone that has undergone their trauma survey to please pass information to other entities
 - Transfers in and out of RAC-G
 - Out of RAC transfers are about 25%
 - Take on injury preventing sub committee
 - First round of self-assessment scoring tool will be finished in a couple of weeks

Action: No action needed

Topic 8 Finance Committee.....Roy Langford

Discussion:

- Email votes were made by committee members for the following requests
 - SAMA instructor course requested by UT Health Tyler and \$4,000 was approved
 - Fairfield EMS requested and was approved for education funds in the amount of \$4,200
 - There is approximately \$10,000 remaining for funding

Action: No action needed

Topic 9 Wristband Project.....Jim Speier

Discussion : An overview of the project was given for all attendees not familiar with the project.

- RAC-G will be initiating the project with EMS agencies May 1, 2022
- EMS will initiate until program gets aligned with hospitals
- Some PCR companies have already added a data field for the patient tracking number
- Emergency rooms are asked to document the bands as they come into their facilities
- Bands are present today for agencies to pick up
- The band will be removed from the patient when they are discharged home
- Power Point presentation will be distributed to hospitals to educate them on the project
- Seal Salter spoke about the importance of data collection and that the project intention is to link the patient data from facility to facility and in the end help us as a state to drive funding along with patient care and accountability
- There is no information linked to the number on the wristband

Action:

- Education hospitals about the project by distributing Power Point presentation
- Any agency that has not received their bands are to pick them up today

Topic 10: Long Term Care Facility Dues

Discussion:

- The RAC board voted and approved to increase dues for LTC facilities from \$100 to \$200 and now is bringing it to General Assembly
 - Motion to approve – Roy Langford
 - Second – Sean Salter
 - All in favor, motion passed
- Sean Salter asked how many facilities are in RAC-G
 - There are about 120 members of the RAC but out of those only about 75 have paid their RAC dues
- Roy Langford explained to the assembly that with membership in the RAC the LTC facility gains their required disaster drill that is required by Medicare for funding along with help during situations like the current pandemic when facilities received large amount of PPE

Action:

- Increase LTC facility RAC dues to \$200 when next invoices are sent out
- Meet with LTC facilities and education them on the benefits of RAC membership

Topic 11: Needs Assessment Tool

Discussion:

- Posted on the RAC website
- **Must be** filled out by April 30, 2022
- Contact the RAC office if any questions
- The question was asked who receives the correspondence about the Needs Assessment Tool and the answer was facility directors

- Survey Monkey is the platform that the survey is on. An email will be sent to the address provided with a copy of the survey.
- Sheryl Eubanks from Bluebonnet questioned how LTC facilities get communication ahead of meeting and other information

Action:

- Encourage each entity to complete the Needs Assessment tool prior to April 30, 2022
- Educate LTC facilities, and everyone, that information about meetings and agendas are posted on the RAC-G website.
- Ensure everyone signed in with their email address on the appropriate roster so that their information can be used for announcements, emails, etc.

Topic 12 RAC Office Updates

Discussion:

- **Contract Compliance.....Loretta Kuhn**
 - Reminder of attendance required for compliance of 2 meetings
 - EMS county fund must be submitted by June 1, 2022
- **HPP Manager.....Michael Johnson**
 - Needs assessment project to provide equipment for training. Governance committee must approved expenditures.
 - Currently spent over \$84,000 for training and equipment. \$65,000 of that was for equipment and \$19,000 for training
 - Decontamination training was conducted with 81 students with another training class coming in June.
 - Warehouse and training facility shared with EMTF of about 10,000 sq ft on 2 acres of land. Potential for training and exercises. Part of the building is already set up for training of about 30 students.
 - TEEX NIMS 300 and 400 will be in Longview June 14-16 and July 19-20. Registration links are available on RAC website.
 - Warehouse distributed about 860 items of DME to facilities
 - The state is now requesting the return of the DME
 - 176 state provided medical staff was provided to hospitals
 - FY23 budgets have been submitted and approved by DSHS. Monies will be available after July 1, 2022 with another Needs Assessment being sent out to agencies.
- **Data Information System Administrator.....Aaron Wells**
 - The link for Needs Assessment is rac-g.org/#needs
 - WebEOC
 - Challenging to use thus RAC-G is performing an overhaul
 - 7 new boards
 - East enter face
 - Damage assessment
 - Distribution sites
 - Event reported
 - Task and equipment requests

- Shelters
 - Sign in/out
 - Purge will be done to multiple users that no longer have access
 - 695 current users with approximately 365 locked users
 - These changes will only affect RAC-G
 - Training will be available to entities
 - Need new lists of new people that need access for agencies i.e. chiefs, supervisors, etc.
- EMResource Update
 - Juware rolled out with update without notification
 - Aaron has been working on figuring out updated boards keeping track of information and occurrences on the back end
- **EMTF-4.....Eric Bailey**
 - 3 people completed MIST initial training in San Antonio
 - 4 more classes in San Antonio coming up
 - ASTM – 3 people from our region
 - Wildland fire
 - MIST initial
 - TFL, ASMT, and MIST refresher course
 - Equipment
 - 1 deployment since last meeting in January
 - Longview Fire Dept. – wildfire deployment
 - AMBUS completed its refurbishing
 - Quarterly MMU training is to be held June 15 attentively at the new warehouse
- **HCC-F Coordinator.....Brandon Moore**
 - Needs Assessment is complete
 - All hospitals have identical radio communication
 - Purchased 5 evacuation chairs for the elderly
 - Wristband Project has been introduced to hospitals
 - Human Trafficking seminar in Mt. Pleasant on May 6, 2022
 - MGT 456 scheduled for August
 - WebEOC training scheduled
 - MGT 319 training planned
 - October 11-12, 2022 is planned regional exercise
 - Brandon and another will be attending FEMA class for Emergency Management Managers
 - Training is being conducted geared towards HPP
 - Purchasing HAZMAT suits with no expiration dates that are user friendly
 - Mobile working stations purchased with laptops and other equipment
 - Revolving exercises planned beginning with table tops and advancing from there. Because of the schedule will proceed into FY25
- **HCC-G Coordinator.....Todd Duckett**
 - SAMA train the trainer will be conducted in June
 - Purchased 44 bariatric wheelchairs and 70 IV poles for hospitals along with 33 privacy screens, and pappers have been purchased as well

Action:

- Entities submit 3588 expenditures by June 1, 2022
- If state issued DME is not being used entities are urged to arrange return to the RAC office to prevent being charged for the equipment
- Entities need to complete the Needs Assessment for their agency

Topic 13 New Committee Chairs

Discussion:

- NICU & Peri-Natal Committee
 - Jamie Morrison
- Stroke
 - Jennifer Reeves

Action: No action needed

Topic 14: Educational Opportunities

Discussion:

- Neuro Symposium at UT Health Pavilion – April 22, 2022
- Christus Trinity Mother Francis Stroke Symposium – April 23, 2022
- UT Health Trauma Symposium – August 5, 2022
- Christ Trinity Mother Francis Trauma Symposium – October 14, 2022

Action: No action needed

Adjourn: 11:40 a.m.

Signed: Alicia Whetsee

Date: 4-27-2022