SAN LUIS VALLEY RETAC

COMMITTEE MEETING MINUTES

Zoom Meeting

DATE: July 21, 2022

TIME: 18:00

PRESENT: See sign in sheet

TOPIC	**DISCUSSION/CONCLUSION**	**RECOMMENDATION/ACTION**	**FOLLOW-UP**
Order	The SLV RETAC Committee was called to order by Chair Julie Ramstetter. The agenda was approved by committee with no changes or additions.	Julie, Mattew, Eric, Jon, Dr. Hurley, Dr. Christ, Amber, Ernest, Tyler, Lyla, Reyna, Dr. MacDougall	
Special Guest	No guests present		Ongoing
Old Business	CPA or Bookkeeper position	Introduced Lyla as new accountant/bookkeeper. Aware of responsibilities and scope of work. Asked questions regarding time and managing responsibilities. Julie requested quarterly reports. Also making sure we are providing reports in the correct formats. Jon asked about Lyla being able to sign checks. Julie asked about doing online paying and the ability to set up payments that way. Eric confirmed this was ok, as long as there were 2 members from the board that approved them. He did	Continue

		state it is not common nor recommended to have Lyla sign the checks as she is not covered by the RETAC DNO policy.	
	IGA	Dr. Hurley reports working with Jason Kelly to get bylaws in line with the Colorado codes and CDPHE. Proposal to be available for review by next meeting. Dr. Hurley will submit to board as soon as it is available. Dr. Hurley and Julie will present to the board of county commissioners once it is complete. Mattew stresses the importance of the board members should be selected by the county commissioners of that county. The IGA and the bylaws should match. Dr. Hurley made a motion to continue to work with Eric and Mattew to work with a better solution for the IGA. Robert second. All agree, no oppose.	Continue
	Record keeping and scanning	Jon reports that he bought the fire proof safe and continues to work on scanning in information. Julie requests this to be taken off action item.	Ongoing
	Yearly evaluation for coordinator and percentage scale.	Julie reports Jon has an evaluation coming up in October and would like to get the performance evaluation raise scale in place prior. Julie presented a sliding scale last month, which was agreed upon. Mattew had suggestions what other RETAC's do for raises. He reports there was not a formal review from other RETAC's. he stated it was all	Continue

		over the place as far as raises and was completely depended on that specific RETAC boards' decision. He stated he would like try and get something by the next meeting. Members agree to wait until next meeting to give Mattew time to see if there was any further information out there. Julie will resend the performance evaluation from the previous meeting to this group for review and will vote at the next meeting.	
New Business	Grant Award	Systems improvement grant for RQI did get awarded. The plan moving forward is to aid our RETAC in sustaining the RQI program in combination with the RMD funds to allow the RMD coordinator to keep up with reports, compliance, rotation of the RQI mannequin. The goal is to try and get all EMS services to participate. Reyna will work with EMS service directors to be able to add and omit providers from the system, provide reports. This board will work on what needs to be budgeted in for the future.	Closed.
	RMD Contracts	Julie sent out contracts to the voting members for review and feedback so that they can be signed and implemented by Dr. MacDougall and Reyna. Reyna reports that she has not separated her time from the RMD and RQI. Julie requests that Reyna separates her time to allow the board an opportunity to see how much time is being spent on the RQI program for	Continue

		future budgeting. Neither Reyna or Dr. MacDougall had any issues with the existing contract. Dr. Hurley made a motion to move forward with the existing contracts. Robert second. All agree, no oppose. Tyler did request training on the system to allow himself to manage his team on the RQI. Reyna to meet with Tyler. Jon to get the contracts signed.	
	Senate Bill 22-223	Julie talked about the new senate bills being implemented at the state level that will affect EMS providers regarding education, retention, etc. Encourage EMS providers to volunteer for these task force committees, attend meetings to be a voice for rural EMS agencies across the state. Eric also discussed future funding that will be available that should be applied as a group/RETAC to help with education. More information to come with that.	Closed.
	Financial Report	Nothing to report.	Ongoing
	Committee Reports	**SEMTAC** – Chris not available, Jon provided notes from Chris' attendance. Eric elaborated on the information presented. **RMD Report** – Dr. MacDougall reports app is updated, education symposium with date of Sept 17th. Requesting ideas for speakers. PECC committee requesting to do education in the SLV before the end of August. Nicolena Mitchell from EMS for Children's Program Coordinator gave a	Continue

		presentation regarding this program. EMS and RMD committees to look at implementing policies regarding RQI compliance. **Regional Trauma Report** - Dr. Christ reports on transfer issues. Discussed ground transfers and updated ETA. Staffing issues. EAM almost fully staffed. REACH and Lifeline additional resources. **EMS/Medical Directors Committee**. - Darrick reports on AMLS training. RQI compliance. Prehospital care policy. Senate bills and FFL coming into the SLV to assist with ground transfers out of the SLV. Jon to resend that information to this group. PPE – request what is available and what can be distributed to the services. Dr. Hurley requests Jon makes a list and send to directors. **Key Resource** – HCC is accepting new members, more participation. No more all-hazards committee.	
RETAC Coordinator Report	Jon Montano	Working on CPR, helicopter training, radio training. Stop the bleed trainings. Jon reached out to UC Health's program to obtain information regarding their program as another option for paramedic training in the SLV. Financial symposium dates to be provided to the EMS service directors. Next meeting in October 20th . Eric reports other RETAC's also offering financial symposiums that may be less expensive. Jon to get info and distribute to directors.	Ongoing

	Other issues or concerns	None	
Biennial Plan Goals	1. Education Training 2. Expand EMS Program 3. Injury Prevention 4. Increase Participation in CARES 5. Continue RQI 6. School Training-CPR, Stop the Bleed 7. Agency Communication & Resources	Jon is working on CPR classes and is planning on pulling agencies together to monitor persons listed on RQI.	Ongoing

**Adjourned @ 1932. Dr. Hurley motioned to adjourn and Robert 2nd. All agree. Next meeting on October 20th.