

RAC- V Meeting Minutes

Meeting Name:	Board
Meeting Date:	November 8, 2024
Meeting Place:	Mission Regional Medical Center, 900 S Bryan Rd, Mission TX 78572
Meeting attended by:	Carlos Palacio MD, Wesley Milum, Michael Sanchez, Rene Perez, Jeffrey Skubic, Jennifer Milum, Eira Romero, Kathy Dassler (Zoom), Lutano Villarreal, Oziel Garcia, Aaron Lopes, Ray Marroquin, Frank Torres, Rolando Ramirez, Eric Panzer (Zoom)
Proxy:	Hazael Rodriguez for Cat Domain, Ruben Pena for Ana Hinojosa, Tony DeLuna for Kennetha Foster, Ben Martinez for Danny Ramirez, Deborah Meeks for Jason Waller, Lutano Villarreal for Rolando Guerrero
TRAC-V:	Nathan Ramon
Guests:	Alfred Vera (Cascos & Associates CPA), Carlos DeLeon (Lonestar EMS), Christine Matabalan (Driscoll RGV)

Agenda Item:	Discussion:	Action:
Call to Order		Wesley Milum called the meeting to order at 11:03am.
Introductions	All board members introduced themselves.	
2023 Audit Report	Presented by Alfred Vera of Cascos & Associates.	<p>Mr. Vera thanked TRAC-V for utilizing Cascos & Associates for the independent audit again this year, and thanked TRAC-V staff for their coordination in gathering materials to test. For the period ending December 31, 2023, TRAC-V received an unmodified opinion and affirmed that all financial statements and materials tested were presented fairly to represent the financial position of TRAC-V in accordance with accounting principles generally accepted in the U.S. Mr. Vera reviewed the statement of financial position, cash flows, and notes to the financial statements. No questions for Mr. Vera.</p> <p>A copy of the annual report is filed at the TRAC-V office for review.</p> <p>Wesley Milum made a motion to accept the independent audit report from Cascos & Associates for the period ending December 31, 2023, seconded by Jeffrey Skubic. All in favor, motion carried.</p>
Approval of minutes		Rene Perez made a motion to approve the minutes for September 6, 2024 and October 15, 2024 with a second by Michael Sanchez. All in favor, motion carried.

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Financial Report		<p>See Management Report prepared on October 25, 2024, for period ending September 30, 2024. Rene Perez presented the Statement of Activity report. September is the first period to report for FY2025 so more will be populated moving forward. TRAC-V remains in good financial position and all accounts payable have been paid and are up to date. Nathan Ramon clarified that a training/remaining line item was created under RAC-A, EI, and Systems Development to list the preliminary budget amount that was left after forecasting FY25 expenditures.</p> <p>Ray Marroquin made a motion to accept the financial report with a second by Jeffrey Skubic. All in favor, motion carried.</p>
Executive Directors Report		<p>Status on DSHS reports:</p> <ul style="list-style-type: none">*All final FY24 and RAC Annual Report was sent on Oct 10th. <p>TRAC-V participated in a monitoring call with DSHS on Monday Nov 4th – added additional notes to the FY24 Expenditure report to help clarify expenses and re-submitted on Nov 5th.</p> <ul style="list-style-type: none">*First report that confirms 2023 trauma submissions, EMS runs, and RAC participation is due Nov 30th for FY25 <p>SB8 Update:</p> <ul style="list-style-type: none">*Remaining funds are all administrative and will be split between Nohemi Sanchez for contractor fees and Cris Villarreal for reconciliation work performed on SB8 before the Dec 31st deadline.*Nohemi Sanchez preparing reports to hand to DSHS that list SB8 students so DSHS can continue tracking student progress after Dec 31, 2024. <p>Moody Foundation WB Update:</p> <ul style="list-style-type: none">*Committee met to review data and decide which 2 agencies would receive equipment purchased. Committee decision on Willacy County EMS and Brownsville FD. Training is scheduled for next week.*Current STBTC supply at hospitals is 10 units which is limit for pre-hospital rotation. Nathan is coordinating EMS agencies that are beginning WB programs to ensure sustainable rotation with hospitals.

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		<p>Currently only Hidalgo County has EMS using WB. Within the next 60 days, Cameron and Willacy County will be using as well.</p> <p>Committee Chair Luncheon: *Held at TRAC-V office to discuss FY25 goals and ideas. Committees want to work with Board on projects and present ideas at future Board meetings. Multiple injury prevention efforts are underway. Maternal/Neonatal/Perinatal committee has been requesting data from hospitals to review and conduct PI but is struggling to get data. Process on how to complete that will be discussed during action items.</p> <p>DSHS activities: *Enhanced Monitoring call on Nov 4th to ensure compliance and understanding of reports. TRAC-V selected based on findings from last audit. All FY24 reports are OK and good understanding of FY25 reports due. Next check-in call is in April 2025. *DSHS in-person audit this week (Nov 4th – 7th). All expenditure and payroll testing has progressed well and testing should be finished in 1-2 weeks. Inventory listed on GC-11 form that is not at TRAC-V office needs to be verified with providers equipment was given to. May result in findings if no proof is provided.</p> <p>Update on Strategic Plan: *TRAC-V continues to meet with ESO weekly to discuss progress on setting up EMS repository. BAAs have been sent to agencies with 3rd party vendors so ESO can collect data and add it into the registry. Target date to complete data imports is 12/22 with a potential Go-Live of a ready to use product by mid-January 2025.</p> <p>*TRAC-V held its first Disaster Committee meeting on Oct 2nd with representation from all 4 RGV counties including hospitals, Emergency Management offices, Public Health, TDEM, EMS, Red Cross, and more. A Pulsara tabletop exercise was conducted to show how an incident is created and patients can be tracked. Communication was brought up as the main shortcoming during every</p>
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		<p>disaster which stems from multiple platforms being used and not testing comms enough.</p> <p>Dr. Palacio presented on a RMOCC system that was presented at a recent ACS COT meeting and is being developed by multiple regional entities around the country. The RMOCC would provide a central communication and planning hub during disasters, assist with patient tracking and transfers, and could be integrated into day to day operations within TRAC-V to minimize patients leaving the RGV for care. Nathan will begin to research potential grants and organize a draft RMOCC structure aligned with the FEMA and ASPR TRACIE Toolkit.</p> <p>*Eventbrite Registration for the 2025 Symposium on May 1st and 2nd is LIVE with Early Bird registration ending on Feb 28, 2025. Speakers are beginning to be recruited by Allied Committee members and a draft agenda will be created once enough speakers are confirmed. First Bronze sponsorship has been collected and TRAC-V continuing to do outreach for additional sponsors and working to get students to attend.</p> <p>HCC-V Funding Breakdown: *Nathan presented the annual budget for funds allocated to HCC-V, the TRAC-V jurisdiction, based on public data retrieved from the ASPR website and DSHS. HCC-V receives over 50% of the annual budget for the total EMTF-11 region that encompasses HCC-V, HCC-U, and HCC-T.</p> <p>Rene Perez made a motion to accept the Executive Director Report with a second by Michael Sanchez. All in favor, motion carried.</p>
<p>Discussion and Action Items</p>	<p>Submission of Perinatal / Maternal Data to TRAC-V for Committee PI Projects</p>	<p>Based on discussion during the Committee Chairs meeting, TRAC-V is proposing that Committees requesting data for a PI initiative that are struggling to receive data from members should utilize the RAC so all data is sent to the RAC, aggregated for the region, and then reported back to the committee.</p>

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	ED Evaluation	<p>Rene Perez made a motion recommending the Perinatal Committee send data regarding their PI project to TRAC-V for review and analysis, then presented to the committee during scheduled meetings. Motion seconded by Michael Sanchez. All in favor, motion carried.</p> <p>Dr. Palacio called for an Executive Session to discuss the Annual ED Evaluation beginning at 12:43 PM.</p> <p>Dr. Palacio announced the end of Executive Session at 1:07 PM.</p> <p>Motion to approve the beginning of Executive Session at 12:43 PM and end at 1:07 PM made by Wesley Milum, seconded by Rene Perez. All in favor, motion carried.</p> <p>Wesley Milum motioned to approve Dr. Palacio’s annual evaluation of Nathan Ramon and provide a 15% raise to base salary as discussed with a second by Michael Sanchez. All in favor, motion carried.</p>
Old Business	None.	None.
Open Forum	Notice of TRAC-V Board Positions Subject to Election / Re-Election	Nathan presented the Board Positions subject to election / re-election at the first regularly scheduled board meeting of 2025. These include Cameron County non-911 EMS, Hidalgo County 911 EMS, Willacy County EMS. Additionally, the Chairman and Secretary positions on the Board have completed their first 3-year term and are up for re-election.
Next Meeting Date	January 24, 2025 at STHS McAllen	Nathan will send out the 2025 meeting schedule for Board and General Membership meetings for members to sign up to host.
Adjournment	Meeting adjourned at 1:06 PM.	Wesley Milum made a motion to adjourn with a second by Ben Martinez. All in favor, motion passed.