

CAPITAL AREA OF TEXAS REGIONAL ADVISORY COUNCIL

Board of Directors Meeting

June 26, 2024

1300 – 1400

I. Call to Order

Chairman of Board, Ben Oakley, called the meeting to order at 1301.

A. Roll Call of the Board of Directors

Mr. Oakley conducted a roll call of the Board of Directors. All the members were present.

II. Secretary's Report

A. Approval April 26, 2024 Meeting Minutes

Wesley Alexander made a motion to approve the minutes as presented. Ken Strange seconded the motion. All in favor, motion carried.

III. Treasurer's Report

A. Proposed Budget Amendments Review

Douglas Havron advised there will be amendments in second financial received titled amendment. There is a considerable change to the personnel line. EMTF7 Coordinator, Daniel Sturdevant, has been busy with 3 activations so far this year. The reality of managing inventory, maintenance, and EMTF deployments is too time consuming for one person. With the Emergency Operations Specialist, Brandon Thorpe, on military deployment, we backfilled the position with Jake McDonald, but with the reality of having a new employee doing a job that takes two people, we've added a second Emergency Operations Specialist to the budget amendment, so that we will have both Brandon and Jake.

Dr. Mark Escott made comments and stated he was agreeable to the amendment and requested the board accept the amendment.

B. Approval of Budget Amendment

Josh Vandever made a motion to approve the budget amendment, Dr. Escott seconded. All approved, motion carried.

Mr. Havron advised the Board that the IRS forms that went out was a late filing. When we changed controllers, there were actions related to late payroll payments that were made. This form is a late filing to make up for the late filing of taxes. The document is what needs to be turned in. This was for public disclosure.

IV. Public Comment

No comments

V. Chair Report

Dr. Fausto Meza with CHRISTUS Santa Rosa has volunteered to fill the Board Position for Independent Hospitals, previously appointed to Dawn Handley. Dr. Meza will be appointed for the remainder of Ms. Handley's term. Mr. Oakley asked if there were any objections to Dr. Meza being appointed to the seat for the remainder of Ms. Handley's term. There were no oppositions

VI. Executive Director Report

Mr. Havron indicated that the Board was sent a list of all contracts and agreements that have been executed. Reminder that EMS County reimbursement packets are due by June 30TH. There are four missing packets at this time. Kat Knight will send reminders to them.

A. DSHS Contract Renewal

CATRAC has received the FY25 RAC contract from DSHS. There has been a reduction in funding by \$20k which is 4% of the RAC budget. Mr. Havron advised he was sharing the information because he believes the formula is incorrect. He advised that areas per capita are unevenly distributed ie: by area as opposed to population. There was discussion regarding how to make up the deficit and what it will affect. Mr. Havron advised he has pushed back strongly with DSHS regarding their formula. He also stated that he has not signed the contract as DSHS has stated they made errors in the funding formula.

Dr. Escott has requested an info graphic be given to the team so that they could compare previous versions to this year's version. Mr. Havron advised he will try to get a copy, but the request hasn't been well received, and he was advised that DSHS does not plan to share the formula they used.

B. Proposed rules

Mr. Havron reported that at the last GETAC meeting, an update was provided regarding the proposed rules. Kat Knight presented the latest update regarding the transition of the proposed packet that has been revoked and will be replaced with new rules. DSHS will not provide a formal comment period. These are the last updates that were received:

- 157.125 will be revised and replaced. Terminate on August 21, 2025
- 157.126 is replacing 157.125 effective September 1, 2025
- 157.130 will be integrated into 157.131, which has been repealed
- 157.131 will be repealed

VII. Discussion Items

A. EMS County Disbursement Plan

Option 1 – Retain county pass through funding at the RAC for regional performance and improvement projects and to allow for use of general funds to be used for other restricted expenses, such as hiring a grant writer and fundraiser. In order to bring those positions onboard, funding must be unrestricted dollars. We are unable to use county pass through money for these positions. Mr. Strange asked for clarification in reference to allowing EMS agencies to opt in or opt out of receiving county pass through money to allow the RAC to utilize it. Clarifying that if EMS opts out then they would receive the pass thru money.

Mr. Havron stated that he is working on other revenue funds and this path was one suggestion. Mr. Oakley asked about polling the membership and asking what percentage they would be willing to contribute. Mr. Oakley asked how tedious the process would be and where would be the break-even point between investment, time and people that agree to do it. Mr. Havron requested to get back to the Board on interest and percentage after the survey has been done.

OPTION 2 – DSHS fiscal year begins September 1 and ends August 30, they use the number of runs and EMS eligibility by the RAC as a 911 provider to determine the amount given to each RAC. CATRAC's fiscal year is in line with the calendar year. CATRACs proposes using the number of transports (70%) and the percentage of county coverage (30%), as well as verifying the agency's RAC membership status. Eligible 911 EMS providers must submit receipts and cancelled checks to CATRAC. Mr. Havron stated that with Option 2 all money will continue to go to fund raising and marketing position, members not in good standing, and underlying data agreement.

After a lengthy discussion amongst the Board, Mr. Knipstein made a motion to accept the revised disbursement plan with both options. Dr. Escott seconded the motion. Motion passed.

CATRAC is in the process of looking at members committee attendance. We will be double checking agency names before we display which members are not in good standing. Currently CATRAC has four EMS agencies that have not signed a BAA; two ground agencies and two air agencies due by June 30th. There are a handful of agencies that have not signed a BAA with ESO, separate from the BAA with CATRAC. No data will be received because the ESO BAA has not been done. CATRAC will have the list of names that have not signed the ESO BAA at the July General Membership meeting.

CATRAC has been working with hospitals on an underlying data agreement, requested by a hospital system. CATRAC secured outside council to make the data agreement and have shared it with all. Mr. Havron advised the Board that members not in good standing will be notified prior to the general membership meeting.

B. STAFFING

Mr. Havron introduced the newest CATRAC employees: Jenny Williams as Operations Director and Sangeetha Dattam as the Emergency Health Systems Administrator. Mr. Havron then advised the Board of all other staff movement and changes, such as the transition of Rachel Lindsay as HPP Manager, and Kat Knight promoted to RAC Manager.

VII. Open Discussion

Mr. Havron will follow up with STRAC on CARES invoices. He also stated that we need to have a BAA with them, but many chose not to.

VIII. Next Meeting

Mr. Havron requested to know what cadence the board would like the isolated Board of Directors meetings to be. The Board agreed to meeting on Wednesdays a month prior to the General Membership Meeting at 1300 for 1 hour.

IV. Adjourn

Dr. Escott made a motion to adjourn the meeting. The meeting adjourned at 1400.