

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



EXECUTIVE BOARD MEETING

October 6th, 2016

1:00PM

United Regional, Hardeman Room

1. Signed In

Kim Stringfellow, United Regional
Melissa Whitelaw, NTRAC
Roger Ritchie, Air Medical
Kenny Hoffman, AMR
Laura Pressler, United Regional
Foster Simmons, PK West
Jacky Betts, United Regional
Jerry Bradshaw, DSHS
Lacy Armendarez, United Regional
Carl Chancellor, WFFD
Ryan Matthews, Trans Star
Lou Schafer, United Regional

2. Review of August Minutes

Foster Simmons made a motion to accept the minutes with a second from Kenny Hoffman. Motion approved without opposition.

3. Financial Report

Melissa Whitelaw presented the financial report. The money market account had a balance of \$201,012.87 and the checking account had \$5,585.50. Expenses approved include the following:

| | | |
|-------------------|--------------|------------|
| Netessentials | SNAP support | \$747.50 |
| Bill Sokora | TETAF | \$353.26 |
| Welch and Sanders | Taxes | \$100.00 |
| Crane West | Web host fee | \$285.00 |
| Crane West | New website | \$2,850.00 |
| Pyramid Center | Yearly rent | \$3,840.00 |

Office supplies and Executive Director's salary approved at committee level.

Foster Simmons made a motion to accept financial report with a second from Kenny Hoffman. Motion approved without opposition.

4. Executive Reports

- a. **MEO:** Not present.
- b. **Chair:** Kim Stringfellow had nothing new to report.
- c. **DSHS:** Jerry Bradshaw gave DSHS staffing update. Jane Guerro is now in charge of EMS compliance. Cathy Perkins has moved out of generalized regulatory group into trauma services.
- d. **Executive Director:** Melissa Whitelaw went over compliance. She informed board of the closed FY2016 reports. Stop the Bleed kits have been ordered and will be available by the December meeting. The new website is up. If there are any issues please contact Melissa at melissa.whitelaw@ntrac.org. Colin Crocker will be visiting Oct 12th to go over perinatal region of care planning.

5. Committee Reports:

- a. **Trauma Coordinators:** No information available at this time. Last meeting was cancelled due to Stop the Bleed training.
- b. **PHEMS:** Radio at United Regional is down. They are currently working on placing a new radio.
- c. **PIE:** Laura Pressler reported that there will be a Car Fit booth at the 55 Advantage Senior Focus event on October 12th.
- d. **CQI:** Melissa Whitelaw will make a tourniquet survey for SNAP to collect data on Stop the Bleed training. Also discussed data from the EZIO and King Vision surveys.
- e. **Pediatrics:** Lou Scahfer stated that we are still waiting for new Broselow tapes to be released.
- f. **Perinatal:** There will be 2 upcoming meetings. October 12th will be a meeting between DSHS and RAC representatives. October 18th will be a meeting between perinatal survey team and the perinatal committee in RAC C. This committee includes Dr. Cabler, Dr. Haley, Dr. Johnson and Dr. Peters.
- g. **Air Medical:** Roger Ritchie reported that Air Evac is capable of sending EKGs to fax machines in the ER.
- h. **Acute Care:** This committee now meets with the Trauma Coordinators committee and Perinatal committee.

- i. **EMTF:** Ryan Matthews gave brief overview of another successful HH100. The flow of patients was changed by going to EMTF and then MMU. Visitors from San Antonio and El Paso to view the live exercise. There is a new EMTF coordinator who needs updated agreements with the providers. Our region still needs a nurse strike team.
- j. **HPP:** Meeting cancelled. The new will be a meeting on October 20th at the Wichita County Public Health District, 1700 3rd Street from 8:30 am until 12:00 pm.

6. Old Business

7. New Business

- a. **Bylaws:** Suggestions included adding section to include stand-alone ER's as non-member entities and the possibility of making each entity belong to a committee outside of the general membership.

8. Action items

- a. **TETAF Reps:** Representatives will remain Bill Sokora, Jacky Betts, Laura Pressler, Lou Schafer, Kim Stringfellow and Roger Ritchie.

9. Announcements:

| | |
|-------------------------------------|---------------------------------------------|
| Next CQI | December 1 st , 2016 at 12:00 pm |
| Next PIE | December 1 st , 2016 at 12:30 pm |
| Next Executive Board | December 1 st , 2016 at 1:00 pm |
| Next NORTEX | December 1 st , 2016 at 4:00 pm |
| Next Trauma Co/Acute Care/Perinatal | December 1 st , 2016 at 4:30 pm |
| Next General Membership | December 1 st , 2016 at 5:45 pm |

All meetings are in the Hardeman room (basement) of United Regional except the Trauma Coordinators/Acute Care/Perinatal meeting which is held in the Wilbarger room on the 3rd floor of United Regional.

- 10. **Adjourn @ 2:16 PM.** Roger Ritchie made a motion to adjourn with a second from Roy Koetter. Motion approved without opposition.