

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



EXECUTIVE BOARD MEETING

December 1st, 2016

1:00PM

United Regional, Hardeman Room

1. Signed In

Kim Stringfellow, United Regional
Melissa Whitelaw, NTRAC
Roger Ritchie, Air Medical
Laura Pressler, United Regional
Foster Simmons, PK West
Jacky Betts, United Regional
Carl Chancellor, WFFD
Ryan Matthews, Trans Star
Bruce Sutton, Olney EMS

2. Review of October Minutes

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

3. Financial Report

Jacky Betts presented the financial report. The money market account had a balance of \$228,074.51 and the checking account had \$8,015.99.

Expenses approved include the following:

Welch and Sanders	Taxes	\$1,000.00
Alysha Willingham (AMR)	EMT-Paramedic	\$750.00
Graham RMC	Traction Splint	\$272.99
Nocona General	ENPC X 2	\$550.00
Michael Atwell	EMT – Paramedic	\$750.00
Petrolia VFD	EMS Equipment	\$759.74
Olney/Young Co EMS	XPS Retrofit Kit	\$750.00 of \$2,458.64
Burkburnett VFD	EZIO Drill	\$295.00

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

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

4. Executive Reports

- a. **MEO:** Not present.
- b. **Chair:** Kim Stringfellow spoke about SOP annual review. Melissa Whitelaw will check through website version of SOP to verify all information was transferred from the old website to the new website. Priority cards are in and will be distributed at the general membership meeting. She also relayed information from a recent meeting of hospital administrators. There seems to be a renewed interest by hospital administrators to be more involved with the RAC moving forward.
- c. **DSHS:** Not present.
- d. **Executive Director:** Melissa Whitelaw discussed compliance of member entities. She also went over current contracts and specific requirements.

5. Committee Reports:

- a. **Trauma Coordinators:** Joy Henry will not be able to attend this afternoon's trauma meeting. Laura Pressler will offer education to the group. Lacy Armendarez will conduct the acute care portion of the meeting. See general membership minutes for more details.
- b. **PHEMS:** Foster Simmons spoke about possibility of the state defunding the LPG. No details were available.
- c. **PIE:** Laura Pressler reported on the different opportunities for injury prevention events and classes. She has completed 2 Stop the Bleed courses in Graham, a stress management class in Jacksboro and an active shooter event in Crowell. Please contact Laura Pressler at lpresler@unitedregional.org to set up an event for your community.
- d. **CQI:** Kim spoke on data reports. An adjustment needs to be made to the SNAP EZ IO survey to acquire data on if the EZ IO was the first equipment used or if it was the answer to another procedure's attempt and subsequent failure.
- e. **Pediatrics:** Not present.
- f. **Perinatal:** This committee is officially up and running. They have met with the state on 2 different occasions to review the designation process. The criteria are still discretionary.
- g. **Air Medical:** Roger Ritchie had nothing to report.

- h. **Acute Care:** Not present.
- i. **EMTF:** Ryan Matthews spoke about the fact that EMTF is tied to the upcoming HPP contracts. NTRAC needs to make sure we have a voice with the overseer of the new contract.
- j. **HPP:** The state is reducing HPP contracts from 22 to 8. NCTTRAC will be bidding on RAC C and RAC D's HPP contracts. We need to develop a message from RAC C and D with expectations of the upcoming relationship. Melissa has already reached out to Rick Antonisse the executive director of RAC E and Hank Huffman the current HPP administrator for RAC E.

6. Old Business

7. New Business

- a. **HPP Contract:** See HPP report under committee reports.

8. Action items

- a. **Bylaws vote:** Perinatal will be added as a committee. Foster Simmons made a motion to accept with a second from Roger Ritchie. Motion approved with no opposition.

9. Announcements:

CQI	February 2nd, 2017 at 12:00 PM
PIE	February 2nd, 2017 at 12:30 PM
Executive Board	February 2nd, 2017 at 1:00 PM
NORTEX	February 2nd, 2017 at 4:00 PM
Trauma Co/Acute Care/Neonatal	February 2nd, 2017 at 4:30 PM
General Membership	February 2nd, 2017 at 5:45 PM

All meetings are located in the Hardeman Room except Trauma Coordinators in the Wilbarger Room.

- 10. **Adjourn @ 2:54 PM.** Foster Simmons made a motion to adjourn with a second from Bruce Sutton. Motion approved without opposition.