

# NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



## EXECUTIVE BOARD MEETING

June 1st, 2017

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  
Carl Chancellor, WFFD  
Jerry Bradshaw, DSHS  
Kenny Hoffman, AMR  
Ryan Matthews, Trans Star  
Rusty Sheppard, WFFD  
Paul Vogyt, Vernon College

### 2. Review of April Minutes

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

### 3. Financial Report

Jacky Betts presented the financial report. Money market account has a balance of \$334,793.30 and the checking account has a balance of \$22,380.68. Foster Simmons made a motion to approve the financial report with a second from Kenny Hoffman. Motion approved without opposition.

Expenses for consideration include:

Electra Memorial Hospital	12 Lead EKG Simulator	\$873.30
Clay Co FRO	EMS Equipment	\$748.32
Arrow International	3 boxes 45mm needles	\$1672.62
Arrow International	6 boxes needles	\$3,300.00
Clay Co Mem Hosp. EMS	2 Ear Tech Headsets	\$670.00
Lake Arrowhead VFD	2 Ear Tech Headsets	\$670.00
Seymour Hospital	½ Newport Ventilator	\$750 of \$3500
Seymour/Baylor Co EMS	½ Newport Ventilator	\$750 of \$3500
Crane West	Web Hosting Fees	\$345.00
PK West VFD	Rhythm Generator	\$705.00
Melissa Whitelaw	RAC Chairs - Austin, TX	\$314.58
Melissa Whitelaw	TETAF meeting Lubbock	\$233.26
Jolly VFD	EMS Equipment	\$764.31

Welch & Sanders	Payroll tax prep fee	\$50.00
Petrolia VFD	Rescue Airlift Bags	for EOY

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

Carl Chancellor made a motion to approve expenses with a second from Roger Ritchie. Motion approved without opposition.

#### 4. Executive Reports

- a. **MEO:** Not present.
- b. **Chair:** Nothing to report.
- c. **DSHS:** Nothing to report.
- d. **Executive Director:** Melissa Whitelaw discussed meeting in Lubbock TX over suggestions to improve TETAF. The recommendations included financial transparency, board restructuring to include more rural representatives and improved educational opportunities for participating RACs. Melissa will be mailing FY17/18 dues and needs assessment forms at the end of June.

#### 5. Subcommittee Discussion:

A motion was made to eliminate reports from the executive board agenda and minutes due to the fact that the committees have not yet met. Reports title will be changed to subcommittee discussion. See General membership or each committee's specific minutes for more details. Foster Simmons made a motion to approve report restructuring with a second from Roger Ritchie. Motion approved without opposition.

#### 6. New Business

- a. **Budget Proposal:** See website under quick docs or under documents/financial report for budget chart.
- b. **EZ IO Program:** Melissa Whitelaw reported that the CQI committee approved several measures to extend the life and budget of the EZ IO program. Agencies will be responsible to make a needle exchange with AMR or Trans Star with at least 6 months still available on the needle. If an agency allows a needle to expire they will be responsible to pay a \$110.00 per needle re-entrance fee to NTRAC. This fee covers the cost of the expired needle. A discussion took place on using the needle as medical versus trauma but no decision was made on curbing needle use for medical/protocol reasons.

c. Group reps were presented for approval at August meeting. These include:

- i. Administrative Rep from Lead Hospital – Kim Stringfellow
- ii. Administrative Rep from Level IV Hospital – open
- iii. Ambulance Paid – Kenny Hoffman
- iv. Ambulance Volunteer – Foster Simmons
- v. Non-ambulance paid – Carl Chancellor
- vi. Non-ambulance Volunteer – Mark Hale
- vii. Education Representative from Hospital – Laura Pressler
- viii. Education Representative from PHEMS – Paul Vogyt
- ix. Nurse Provider from Lead Hospital – Jacky Betts
- x. Nurse Provider from Level IV Hospital – Lee Williamson
- xi. Acute Care Representative Lead Hospital – open
- xii. Air Medical – Roger Ritchie
- xiii. MEO – open
- xiv. Layperson – open
- xv. Pediatric Representative – Lou Schaffer
- xvi. Physician Representative Lead Hospital – open
- xvii. Perinatal – Sheila Marks
- xviii. HPP – Jeff Miller

**7. Announcements:**

CQI	August 3rd, 2017 at 12:00 PM
PIE	August 3rd, 2017 at 12:30 PM
Executive Board	August 3rd, 2017 at 1:00 PM
NORTEX	August 3rd, 2017 at 4:00 PM
Trauma Co/Acute Care/Neonatal	August 3rd, 2017 at 4:30 PM
General Membership	August 3rd, 2017 at 5:45 PM

Meetings will be held at United Regional or Vernon College. Please see NTRAC calendar for more details.

**8. Adjourn @ 2:33PM.** Paul Vogyt made a motion to adjourn with a second from Kenny Hoffman. Motion approved without opposition.