

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



EXECUTIVE BOARD MEETING

December 7th, 2017

1:00PM

United Regional, Hardeman Room

1. Signed In

Melissa Whitelaw, NTRAC
Roger Ritchie, Air Evac
Lauren O'Neal, Hardeman County Memorial
Foster Simmons, PK West
Mark Hale, Windthorst VFD
Jeff Miller, Faith Community EMS
Tim Bergman, Faith Community EMS
Kenny Hoffman, AMR
Rusty Sheppard, WFFD
Laura Pressler, United Regional
Ryan Matthews, Trans Star Ambulance

2. Review of October Minutes

Laura Pressler made a motion to accept the minutes with a second from Lauren O'Neal. Motion approved without opposition.

3. Financial Report

Melissa Whitelaw presented the financial report. Money market account has a balance of \$241,040.88 and the checking account has a balance of \$7,203.47. Laura Pressler made a motion to approve the financial report with a second from Kenny Hoffman. Motion approved without opposition.

Expenses for consideration include:

Nocona General Hospital	ENPC Course	\$550.00
Petrolia VFD	EMS Equipment	\$465.93
Chillicothe Hospital	3 ACLS and 1 ENPC	\$1025.00
Crane West	Web Host Fees	\$285.00
Welch and Sanders	Accounting Fees	\$1,100.00

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

Lauren O'Neal made a motion to approve expenses with a second from Mark Hale. Motion approved without opposition.

4. Executive Reports

a. MEO: Not present.

- b. **Chair:** Roger Ritchie said the Texas EMS Conference went well. At the RAC chairs meeting they discussed rule changes were coming for committee membership. Roger reported on the December 14th TETAF meeting that will determine the new board. If anyone is interested in being on the board please contact Roger, Melissa Whitelaw or Jacky Betts.
- c. **DSHS:** Not present.
- d. **Executive Director:** Melissa Whitelaw went over final reports for EMS/RAC and EMS/Tobacco contracts.

5. Subcommittee Discussion: See General Membership Minutes for Details.

6. New Business

- a. **Board training per DSHS contract:** Present board members watched a required board training video and signed the course reporting form. Melissa Whitelaw will send a link to the board members not present.
- b. **Emotional Trauma Life Support Class:** Kenny Hoffman presented a possible class for the RAC to participate in. ETLs was developed by Sarah Mielke and is a relatively new class that deals with the emotional well-being and specialized training for front line medical personnel dealing with many different kinds of emotionally charged situations. AMR will be hosting a class and Kenny will let the RAC know if this is a class that would positively impact our RAC. We will discuss the class again when we have more information.

7. Announcements:

CQI	February 1 st , 2018 at 12:00 PM
PIE	February 1 st , 2018 at 12:30 PM
Executive Board	February 1 st , 2018 at 1:00 PM
HCC	February 1 st , 2018 at 2:30 PM
NORTEX	February 1 st , 2018 at 4:00 PM
Trauma Co/Acute Care/Neonatal	February 1 st , 2018 at 4:30 PM
General Membership	February 1 st , 2018 at 5:30 PM

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

- 8. **Adjourn @ 2:19 PM.** Kenny Hoffman made a motion to adjourn with a second from Lauren O'Neal. Motion approved without opposition.