

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



GENERAL MEMBERSHIP MINUTES

December 7th, 2017

Start of meeting: 5:30pm

Presentation: None

1. Call to order:

Roger Ritchie called meeting to order at 5:30 pm and reminded all attendees to sign the NTRAC sign in sheet.

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

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. Foster Simmons made a motion to approve the financial report with a second from Bruce Sutton. 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.

Bruce Sutton made a motion to approve expenses with a second from Len Nauman. Motion approved without opposition.

4. Executive Reports

a. **MEO:** Not present.

- b. **Chair:** Roger Ritchie informed group of upcoming TETAF meeting on December 14th to designate a new board. We will have Jacky Betts and Kim Stringfellow as RAC C's representatives.
- c. **DSHS:** Not present.
- d. **Executive Director:** Melissa Whitelaw went over compliance with the RAC.

5. Committee Reports

- a. **Trauma Coordinators:** Lauren O'Neal spoke about TTCF meeting, available online resources, injury prevention opportunities and active shooter drill opportunities. TDM manuals will be available in 2018. United Regional will be doing their neonatal survey in January 2018.
- b. **PHEMS:** MW Stripling said the Chris Kelley from TEEEX attended the meeting to discuss upcoming funding opportunities. Ryan Mathews and Kenny Hoffman will continue working towards getting a paramedic course for the region.
- c. **PIE:** Laura Pressler spoke about stop the bleed and other injury prevention programs. She also presented a change to the annual NTRAC trauma conference. In lieu of an all day Saturday conference we will hold the conference twice a year for 3-4 hours on a weekday in the evening hours. This should allow for better attendance. The Arizona Conference is available on webcast. Please see Laura for the link. Deadline to claim credits is December 22nd and the videos will be available to watch through January.
- d. **CQI:** Kenny Hoffman let the membership know that data has become stagnant and we will be looking for ways to collect new data in the future.
- e. **Pediatrics:** The Broselow books are still at Air Evac and need to be collected. Melissa will bring all unclaimed books to the February meeting.
- f. **Perinatal:** Laura Pressler spoke about United Regional's neonatal survey in January 2018.

- g. **Air Medical:** Roger Ritchie reminded RAC that Air Evac is available to lead CE. See NTRAC website for classes offered. Please remember to early activate.
- h. **Acute Care:** Not present.
- i. **EMTF:** Ryan Matthews stated that if you took part in the hurricane response you should receive a challenge coin by the first of the year.
- j. **HCC:** Shane Comer said that the HCC group has approved a mission vision statement, SOP and executive board. Please see the HCC minutes on the NTRAC website for more details.

6. New Business

- a. **Emotional Trauma Life Support:** Laura Pressler informed the membership that Kenny Hoffman presented a possible class to the executive board 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. Action Items

8. Announcements:

CQI	February 1 st , 2018 at 12:30 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.

9. Adjourn @ 6:35.

Kelley Hudson made a motion to adjourn with a second from Josh Miller. Motion approved without opposition.