

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



GENERAL MEMBERSHIP MINUTES

August 2nd, 2018

United Regional, Hardeman Room

Start of meeting: 5:30pm

Presentation: Darrin French – CPAP education

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 June 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 \$307,648.16 and the checking account has a balance of \$21,759.44. Mike Hall made a motion to approve the financial report with a second from Mary Thompson. Motion approved without opposition.

Expenses for consideration include:

Melissa Whitelaw	Quickbooks payroll	\$86.34
Heidi Hislope (EMH)	RN reimbursement	\$750.00
Dakota Pullin (SH)	RN reimbursement	\$750.00
Crane West	Web host fee	\$285.00
RAC - Injury Prev.	Humerus EZ IO trainer	\$369.40
Hardeman Co EMS	Humerus trainer w/extra bone	\$454.80
Chillicothe Hospital	12 channel ECG	\$750.00
Clay Co EMS	EMS equipment	\$694.91
Hardeman Co MH	Autovent 3000	\$750.00
Angel Cenicerros (HCMH)	RN reimbursement	\$750.00
Hardeman Co MH	TNCC x 2	\$550.00
Electra MH	Education reimbursement	\$2,835.00
Electra MH	Stretcher	\$750.00
Faith Comm. Hosp.	Education reimbursement	\$2,4440.00

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

Cassi Cox made a motion to approve expenses with a second from Mary Thompson. Motion approved without opposition.

4. Executive Reports

- a. **Chair:** Roger Ritchie spoke about new requirements from DSHS to get funding for EZ IO program. Melissa Whitelaw must ask the state's permission before any purchases for disposables can be made. This could affect the availability of replacement needles from the RAC. He also reminded the membership to be accurate with reporting to the state. NTRAC lost \$20,000 in funding due to low trauma numbers in our region. GETAC meetings will be in Austin on August 22nd-24th.
- b. **Executive Director:** Melissa Whitelaw went over compliance and pass through monies. She will not put a compliance report together until the September 1st deadline.

5. Committee Reports

- a. **Trauma Coordinators:** Lee Williamson Says the group spoke about the humerus being the preferred location for EZ IO. The RAC will provide training in the next few months. They also spoke about Stop the Bleed and hosting classes throughout the region. See Trauma Coordinator minutes for more details.
- b. **PHEMS:** MW Stripling reported that the reps will stay the same for the RAC board positions. See NORTEX minutes for more details.
- c. **PIE:** Laura Pressler spoke about the need for EZ IO training. One trainer has already been purchased and more trainers will be purchased with the last of the tobacco monies. Laura also stated that TXDOT has denied a child passenger safety training class for our region in 2018. She will reapply for a spring 2019 class. She also reminded the membership to push the stop the bleed training classes in their areas.
- d. **CQI:** Kenny Hoffman reported that data is not being input into SNAP. He will be making a push to resolve the issue.
- e. **Pediatrics:** Lou Schafer has resigned from her board position effective immediately. Sheila Marks will be a possible replacement.

- f. **Perinatal:** United Regional received a level 2 neonatal designation. Amanda Quezada will be the neonatal rep from the lead hospital.
- g. **Air Medical:** Roger Ritchie reminded the membership that Air Evac offers many CE classes. Keep in mind that PHTLS takes approximately 1 month of lead time. Please see ntrac.org for a list of classes. They are also offering free landing zone classes. Also, if there are any upcoming local fundraisers that would like the helicopter to come out please let Roger know.
- h. **Acute Care:** Cassie Cox requested that EMS obtain medication list and request information on advanced directives from patients or their families. She also informed EMS that we need to be educating the community on eating and cooking healthy meals.
- i. **EMTF:** Nothing to report.
- j. **HCC:** Shane Comer presented an overview of the upcoming year. Please see HCC minutes for more details.

6. New Business

- a. **Recommendation for bylaws changes:** Please submit bylaw changes to Melissa Whitelaw at Melissa.whitelaw@ntrac.org. She will forward them on to the bylaws committee for review. Any changes will be voted on at the October meeting.
- b. **Executive board and group entity reps –** See website at ntrac.org for a complete list.

7. Action Items

- a. **Vote on FY 18/19 Budget:** Mike Hall made a motion to accept the presented budget with a second from Foster Simmons. Motion approved with no opposition.

8. Other Announcements

Lisa Richards from Arrowhead Ranch Estates VFD would like to be included in any upcoming National Registry Refresher courses in the area. Please contact Melissa Whitelaw at Melissa.whitelaw@ntrac.org with any information. She will pass it on to the membership.

Rusty Cook passed away in a car accident. Please keep his family and friends in your thoughts and prayers.

Jacky Betts informed the membership that the trauma rule is up for public comment this September and October in Dallas, Houston or

Tyler. This rule affects the RAC, trauma designations, stroke designations, telemedicine and ERs.

9. Meeting Announcements:

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

All meetings are located in Wichita Rooms 2-4 (2nd floor) except Trauma Coordinators will be in the Wilbarger Room (second floor).

10. Adjourn @ 6:17.

Kenny Hoffman made a motion to adjourn with a second from Lee Williamson. Motion approved without opposition.