

# NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



## GENERAL MEMBERSHIP MINUTES

October 4th, 2018

United Regional, Wichita Rooms 2-4  
(second floor)

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 August minutes

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

### 3. Financial Report

Melissa Whitelaw presented the financial report. Money market account has a balance of \$252,807.64 and the checking account has a balance of \$7,707.98. Mike Hall made a motion to approve the financial report with a second from Bruce Sutton. Motion approved without opposition.

Expenses for consideration include:

Arrowhead Ranch Estates VFD      2 responder bags      \$383.50

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

Josh Miller made a motion to approve expenses with a second from Foster Simmons. Motion approved without opposition.

### 4. Executive Reports

a. **Chair:** Roger Ritchie had nothing to report.

b. **Executive Director:** Melissa Whitelaw went over compliance. She also spoke about EMS filling out affidavits to get accurate run numbers for the upcoming pass through monies. DSHS will be emailing all qualified EMS agencies within the next week.

## 5. Committee Reports

- a. **Trauma Coordinators:** Josh Miller reported that there will be a trauma care rules conference in Arlington on October 29<sup>th</sup>. Also spoke about the need for everyone to turn in their NTRAC dues and needs assessment forms.
- b. **PHEMS:** MW spoke about the need to fill out state affidavits for 2018 trauma runs. He also spoke about purchasing 14 EZIO drills and 14 practice needles to begin humerus training. The group also spoke about phone applications that can turn a normal cell phone into a 2-way radio and mapping device during emergency situations. One of these apps is JPSVIA and costs \$4.95/mo. See NORTEX minutes for more details.
- c. **PIE:** Laura Pressler spoke about upcoming STB classes in the Iowa Park School District. October 27<sup>th</sup> is pill take back day. This is a great opportunity to dispose of old medication the proper way.
- d. **CQI:** Kenny Hoffman spoke about the need for additional humerus site training. The data collected shows that most insertions are still being made in the tibia.
- e. **Pediatrics:** Nothing to report.
- f. **Perinatal:** Josh Miller says that Children's Miracle Network will come to any agencies in our region for a child safety seat event.
- g. **Air Medical:** Roger Ritchie reminded the membership that Air Evac offers many different classes. See NTRAC website for a complete list.
- h. **Acute Care:** Josh Miller relayed that there will be a chest pain survey due this month.
- i. **EMTF:** Nothing to report.
- j. **HCC:** See HCC minutes on NTRAC website.

## 6. New Business

### 7. Action Items

- a. **Vote on Bylaws Changes:** No changes were proposed to the current bylaws. Mike Hall made a motion to accept the bylaws as is

with a second from Bruce Sutton. Motion approved with no opposition.

## **8. Other Announcements**

Eric Pankionen attended a recent class on Emotional Trauma Life Support. The focus is the emotional trauma suffered by 1<sup>st</sup> responders and medical personnel over an accumulation of everyday caregiving. You will learn the warning signs of PTSD, how to deliver a death notification, pediatric death notification and DNRs. NTRAC will be sponsoring a class December 19<sup>th</sup> and 20<sup>th</sup> at the MSU Bridwell building. The class will hold approximately 80 attendees. Please see the NTRAC calendar for more information on how to register.

## **9. Meeting Announcements:**

CQI/PIE	December 6th, 2018 at 12:30PM
Executive Board	December 6th, 2018 at 1:00PM
HCC	December 6th, 2018 at 2:30PM
NORTEX	December 6th, 2018 at 4:00PM
Trauma Co/Acute Care/Neonatal	December 6th, 2018 at 4:30PM
General Membership	December 6th, 2018 at 5:30PM

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

## **10. Adjourn @ 6:11.**

Mike Hall made a motion to adjourn with a second from MW Stripling. Motion approved without opposition.