

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



EXECUTIVE BOARD MEETING

April 4th, 2019

1:00PM

United Regional, Hardeman Room(basement)

1. Signed In

Melissa Whitelaw, NTRAC
Jacky Betts, United Regional
Foster Simmons, PK West
Mark Hale, Windthorst VFD
Kim Stringfellow, United Regional
Kenny Hoffman, AMR
Laura Pressler, United Regional
Ryan Matthews, Trans Star Ambulance
Rusty Sheppard, WFFD
Cassie Cox, United Regional

2. Review of February Minutes

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

3. Financial Report

Melissa Whitelaw presented the financial report. Money market account has a balance of \$239,181.06 and the checking account has a balance of \$10,714.07. Mark Hale made a motion to approve the financial report with a second from Rusty Sheppard. Motion approved without opposition.

Expenses for consideration include:

Burkburnett VFD	2 EMS bags, 1 med module	\$703.97
Three Rivers Amb.	1 CPR manikin w/AED trainer	\$371.80
Faith Comm. EMS	2 Stryker cot batteries/charger	\$750.00
Electra Mem. Hosp.	2 TNCC classes	\$550.00
Laura Pressler	3 CISM travel, TC food reimb.	\$255.15
SNAP Surveys	CQI HIPPA survey tool	\$1,750.00
TETAF	Yearly subscription fee	\$900.00
Redneck CA	Conference food	\$400.00
Welch & Sanders	Payroll processing fee	\$50.00

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

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

4. Executive Reports

a. **Chair:** Nothing to report.

b. **Executive Director:** Melissa Whitelaw gave report on GETAC meetings. 2019 initiative is self-care for first responders. DSHS is working on providing streaming services for GETAC meetings. DSHS has moved the RAC to a 2 year contract to better align with their funding cycles. Melissa has information regarding this year's legislative session. Please contact her with any questions on specific bills or general questions.

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

6. New Business

a. **Executive Director Review:** Board will provide a written report of recommendations.

7. Announcements:

Next NTRAC CQI, PIE, Finance, Executive Board, HCC, NORTEX and General Membership meetings will be on June 6th, 2019 at United Regional. Trauma Coordinators/Acute Care/ Neonatal/Maternal meeting will be held at United Regional in the Wilbarger Room (second floor).

CQI	June 6th, 2019 at 12:30 PM
PIE	June 6th, 2019 at 12:30 PM
Executive Board	June 6th, 2019 at 1:00 PM
HCC	June 6th, 2019 at 2:30 PM
NORTEX	June 6th, 2019 at 4:00 PM
Trauma Co/Acute Care/Neonatal/Maternal	June 6th, 2019 at 4:30 PM
General Membership	June 6th, 2019 at 5:30 PM

8. **Adjourn @ 1:52 PM.** Rusty Sheppard made a motion to adjourn with a second from Kenny Hoffman. Motion approved without opposition.