

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



EXECUTIVE BOARD MEETING

August 1st, 2019

1:00PM

United Regional, Hardeman Room (basement)

1. Signed In

Laura Pressler, URHCS
Mark Hale, Windthorst VFD
Kenny Hoffman, AMR
Nick Long, Vernon College
Roger Ritchie, Air-Evac
Lee Williamson, Electra Memorial Hospital
Jeff Miller, Faith Community
Mike Murphy
Ryan Matthews, Trans Star

2. Review of June Minutes

Mark Hale made a motion to accept the minutes with a second from Lee Williamson. Motion approved without opposition.

3. Financial Report

Melissa Whitelaw presented the financial report. Money market account has a balance of \$285,264.96 and the checking account has a balance of \$51,519.52. EMS RAC funds totaling \$26,038 have been exhausted. NTRAC has spent \$21,389.47 out of \$57,148 for the Systems Development contract leaving a balance of \$35,758.53. The EMS/County fund has also been expended. Mark Hale made a motion to approve the financial report with a second from Lee Williamson. Motion approved without opposition.

Expenses for consideration include:

Madison Dishman	RN reimbursement	\$750.00
Electra MH	Education reimbursement	\$1580.00
Electra MH	Equipment reimbursement	\$750.00
Olney EMS	Equipment reimbursement	\$892.99
Faith Community Hospital	Education reimbursement	\$2440.00
Petrolia VFD	Equipment reimbursement	\$192.99
Clay County MH EMS	Equipment reimbursement	\$571.08
Archer City Ambulance	Equipment reimbursement	\$567.94
Clay County FRO	Equipment reimbursement	\$754.79
Crane West	Web hosting fees	\$285.00

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

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

4. Executive Reports

- a. **Chair:** Roger Ritchie reminded everyone that dues and needs assessment forms will be due September 1st, 2019. Forms are available on the website ntrac.org under quick docs.
- b. **Executive Director:** Melissa Whitelaw spoke about the issue with spine boards at United Regional. The RAC needs to purchase 2 new sheds for clean and dirty back boards. Air Evac will clean the boards once a week and AMR will pick up backboards once a week to store at AMR. Melissa also spoke about the closure of Chillicothe hospital. They did not have any RAC equipment that was under inventory management. She also informed the board that a bill has passed requiring all schools to have a STB station and required training by January 1, 2020.

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

6. New Business

- a. **Review existing bylaws/prepare recommendations for October:** Please submit any recommended changes to Foster Simmons, Kim Stringfellow or Melissa Whitelaw.
- b. **Finalize contract spending:** All funds were not expended so the board will meet in mid-August and review final requests. Please submit all requests to Melissa Whitelaw by August 15th.
- c. **Possible regional project for ACLS/PALS cards on crash carts:** Lee Williamson will bring this up at the trauma coordinator meeting to gauge interest. She will report back at the general membership meeting.

7. Action Items

- a. **Vote on budget:** Laura Pressler made a motion to accept the proposed FY20 budget with a second from Kenny Hoffman. Motion approved without opposition.
- b. **Vote on executive board officers:** Kim Stringfellow will ascend from the vice chair position to the chair position for the next 2 years. Lee Williamson will be the vice chair elect. Jacky Betts will remain the treasurer and Laura Pressler will be the secretary. Kenny Hoffman made a motion to accept new board officers with a second from Nick Long. Motion approved without opposition.

- c. **Vote on group representatives:** Please see ntrac.org under about tab for list of new group representatives.
- d. **TETAF representatives:** Jacky Betts and Melissa Whitelaw will remain the TETAF representatives. Lee Williamson made a motion to accept the TETAF reps with a second from Laura Pressler. Motion approved with no opposition.

8. Announcements:

Next NTRAC CQI, PIE, Finance, Executive Board, HCC, NORTEX and General Membership meetings will be on October 3rd, 2019 at United Regional in the Hardeman Room (basement). Trauma Coordinators/Acute Care/ Neonatal/Maternal meeting will be held at United Regional in the Wilbarger Room (second floor).

CQI	October 3rd, 2019 at 12:30 PM
PIE	October 3rd, 2019 at 12:30 PM
Executive Board	October 3rd, 2019 at 1:00 PM
HCC	October 3rd, 2019 at 2:30 PM
NORTEX	October 3rd, 2019 at 4:00 PM
Trauma Co/Acute Care/Neonatal/Maternal	October 3rd, 2019 at 4:30 PM
General Membership	October 3rd, 2019 at 5:30 PM

- 9. **Adjourn @ 2:00 PM.** Rusty Sheppard made a motion to adjourn with a second from Ryan Matthews. Motion approved without opposition.