

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



EXECUTIVE BOARD MEETING

October 3rd, 2019

1:00PM

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

1. Signed In

Kim Stringfellow, URHCS
Mark Hale, Windthorst VFD
Kenny Hoffman, AMR
Nick Long, Vernon College
Roger Ritchie, Air-Evac
Lee Williamson, Electra Memorial Hospital
Rusty Downs, WFFD
Jacky Betts, URHCS
Laura Pressler, URHCS
Foster Simmons, PK Westlake VEMS
Ryan Matthews, Trans Star Ambulance
Shane Comer, HCC
Chuck Jones, Olney EMS
Jacob Johnson, HCA Medical City Health

2. Review of August Minutes

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

3. Financial Report

Melissa Whitelaw presented the financial report. Money market account has a balance of \$242,248.69 and the checking account has a balance of \$13,638.29. EMS RAC funds began with \$26,472. \$5,340.47 has been spent leaving a balance of \$21,131.53. EMS County began with \$96,119 and all funds are remaining. RAC Systems Development began with \$75,208 and has a remaining balance of \$74,719.93. Foster Simmons made a motion to approve the financial report with a second from Laura Pressler. Motion approved without opposition.

Expenses for consideration include:

Crane West	Web hosting fees	\$285.00
Welch and Sanders	Payroll fees	\$50.00
Laura Pressler	Active shooter training	\$22.67
Brennan Leslie (AMR)	EMT education reimbursement	\$500.00
Kayla Sosa	Paramedic education reimb.	\$750.00
Petrolia VFD	EMS equipment	\$744.44

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

Roger Ritchie made a motion to approve expenses with a second from Rusty Downs. Motion approved without opposition.

4. Executive Reports

- a. Chair:** Kim Stringfellow gave report on September RAC Chair meeting. Mike Beimer attended meeting as RAC C's representative. DSHS spoke about changing all state contracts to a year term. Norma Six gave an update on upcoming October contract deliverables. Melissa Whitelaw is working on completing and submitting reports by the September and October deadlines. Neonatal rules will be open for review in November.
- b. Executive Director:** Melissa Whitelaw gave compliance report. She spoke about the upcoming timeline change to DSHS contracts. DSHS will be moving all contracts to a year term. NTRAC already follows a year term format. Melissa is waiting on clarification from the state on how the EMS County funds will be distributed. Melissa also informed the membership about the SB500 monies. The RACS are trying to come together to fund a statewide project with the monies. She will have more information at the December meeting.

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

6. Action Items

- a. Proposed bylaws changes:** No changes were put forth for review. Foster Simmons made a motion to reaffirm bylaws with a second from Jacky Betts. Motion approved with no opposition.
- b. Professional Education Reimbursement:** Kenny Hoffman brought up an issue with EMTs and RNs being denied reimbursement if the funds run out at the end of the fiscal year. He proposed that we cover these special cases with general funds so that all NTRAC's members have an opportunity for reimbursement. Kim Stringfellow made a motion to accept this change with a second from Nick Long. Motion approved without opposition.

7. Announcements:

Laura Pressler suggested the RAC put together 100 STB kits to sell at local FDs. Melissa Whitelaw, Laura Pressler and Shane Comer will have a meeting to determine the cost and pricing of the kits. More information will be available at the December meeting.

Next NTRAC CQI, PIE, Finance, Executive Board, HCC, NORTEX and General Membership meetings will be on December 5th, 2019 at United (room TBD). Trauma Coordinators/Acute Care/ Neonatal/Maternal meeting will be held at United Regional in the Wilbarger Room (second floor).

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

- 8. Adjourn @ 1:56 PM.** Ryan Matthews made a motion to adjourn with a second from Mark Hale. Motion approved without opposition.