

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



GENERAL MEMBERSHIP MINUTES

October 3rd, 2019

Start of meeting: 5:30pm

1. Education:

- a. Jill Griffin, RN – MCS & implantable devices
- b. Darrin French, MAM, RRT-NPS – CPAP education

2. Call to order:

Kim Stringfellow called meeting to order at 5:30 pm and reminded all attendees to sign the NTRAC sign in sheet.

3. Review of August minutes

Josh Miller made a motion to accept the minutes with a second from Bill Sokora. Motion approved without opposition.

4. 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 Kelley Hudson. 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.

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

5. 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.

6. Committee Reports

- a. **Trauma Coordinators:** Please see minutes posted on the ntrac.org calendar or under quick docs.
- b. **PHEMS:** See NORTEX minutes at ntrac.org.
- c. **PIE:** Laura Pressler reiterated the need to register as a trainer on the bleedingcontrol.org website. Every trainer must be registered if the schools are to get credit for receiving STB training. Laura just completed a car seat event on September 26th. With only 2 technicians they were able to check 19 vehicles, 29 car seats, distribute 26 car seats and help 35 children all together.
- d. **CQI:** Please see CQI minutes.
- e. **Pediatrics:** Nothing to report.
- f. **Neonatal:** Please see minutes posted on the ntrac.org calendar or under quick docs.
- g. **Maternal:** See minutes posted on the ntrac.org calendar or under quick docs
- h. **Air Medical:** Roger Ritchie reported that the Wichita Falls Air Evac is now carrying blood. He wants to remind everyone that when

pilots are giving ETA they add a few extra minutes so expect them to be early. Pete Wolf spoke about the upcoming EMS conference this November in Fort Worth. Air Evac will be hosting an EMS appreciation event the night of November 25th. More information to follow.

- i. **Acute Care:** Please see minutes posted on the ntrac.org calendar or under quick docs.
- j. **EMTF:** Nothing to report.
- k. **HCC:** Shane Comer reported that the ebridge project has been approved by DSHS. Please see HCC minutes on ntrac.org for more information.

7. **Action Items:**

- a. **Vote on bylaws:** No changes were submitted for a bylaw change. Membership voted to accept bylaws as they are written. Josh Miller made a motion to accept the current bylaws with a second from Roger Ritchie. Motion approved with no opposition.

8. **Meeting Announcements:**

Lee Williamson has stepped down as vice chair to pursue furthering her education. Kenney Hoffman will take her place as the new vice chair.

Laura Pressler spoke about the RAC using general funds to put together bleeding control kits to sell at our rural VFDs and FDs. Melissa Whitelaw will purchase enough supplies to make 100 kits not to exceed \$2,000.

Pete Wolf wanted to remind everyone that the EMS refresher class will be going on again in early 2020. They are in the planning phase.

Next NTRAC CQI, PIE, Finance, Executive Board, HCC, NORTEX and General Membership meetings will be on December 5th, 2019 at United Regional in the Wichita Rooms 2&4 (second floor). Trauma Coordinators/Acute Care/ Neonatal/Maternal meeting will be held at United Regional in the Wilbarger Room (second floor).

CQI
PIE

December 5th, 2019 at 12:30 PM
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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
TC/Acute Care/Neonatal/Maternal	December 5th, 2019 at 4:30 PM
General Membership	December 5th, 2019 at 5:30 PM

9. Adjourn @ 6:49.

Mike Hall made a motion to adjourn with a second from Roger Ritchie.
Motion approved without opposition.