NORTH TEXAS REGIONAL ADVISORY COUNCIL (TSA-C)

EXECUTIVE BOARD MEETING
December 5th, 2019
1:00PM
United Regional, Wichita Rooms 2-4 (2nd floor)

1. **Signed In**
   Kim Stringfellow, URHCS
   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
   Christina Rodgers, Electra Memorial Hospital

2. **Review of October 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 $254,812.61 and the checking account has a balance of $12,619.37. EMS RAC funds began with $26,472. $9,215.87 has been expended on payroll and taxes leaving a balance of $17,256.13. EMS County began with $96,119 and all funds are remaining. RAC Systems Development began with $75,208 and has a remaining balance of $72,931.80. $750.00 was spent on education reimbursement and $1,526.20 was spent on administration. Roger Ritchie made a motion to approve the financial report with a second from Kenny Hoffman. Motion approved without opposition.

   Expenses for consideration include:

Graham RMC	Education Reimbursement	$825.00
Three Rivers Amb.	Equipment	$808.87
Crowell VFD	Equipment	$750.00 of $1,309
Teleflex (EZ IO)	2 boxes 45mm, 4 boxes 25mm	$3,300.00
Melissa Whitelaw	travel & QB fee reimbursement	$949.53

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

Lee Williamson 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 the RAC wide SB500 project. The 22 RAC's have agreed on a wrist band patient tracking project. More details to come at February meeting. She also spoke about the November RAC chairs meeting in Ft. Worth, TX. Main topic at the meeting was appropriate projects for the SB500 monies. The RACs also helped provide language for the SB500 contracts to best allow each RAC to accomplish specific projects unique to each region.

    b. **Executive Director:** Melissa Whitelaw gave compliance report. She also spoke about the November RAC chairs meeting. NTRAC will be receiving $32,532 of the 2 million earmarked for SB500 projects. She will know by the December meeting how much will be allocated to the wrist band project.

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

6. **Old Business**

    a. **STB Kits:** Melissa Whitelaw was unable to complete the 100 STB kits approved at the October RAC meeting. Quick clot products remained sold out for most of the 2 month period and were brought back to market with an inflated price. AMR has offered to help bring the cost down using their bulk purchasing discount. Rusty Downs made a motion to allow for the purchase of 100 quick clot using $1,000.00 or less with a second from Nick Long. Motion approved without opposition.

7. **New Business**

    a. **Training Manikins –** Laura Pressler requested 5 new humeral training manikins and a box of 45mm training needles. Kenny Hoffman made a motion to approve purchase with a second from Lee Williamson. Motion approved with no opposition.

8. **Announcements:**

    Next NTRAC CQI, PIE, Finance, Executive Board, HCC, NORTEX and General Membership meetings will be on February 6th, 2020 at United (room TBD). Trauma Coordinators/Acute Care/ Neonatal/Maternal meeting will be held at United Regional in the Wilbarger Room (second floor).

CQI	February 6th, 2020 at 12:30 PM
PIE	February 6th, 2020 at 12:30 PM
Executive Board	February 6th, 2020 at 1:00 PM
HCC	February 6th, 2020 at 2:00 PM
NORTEX	February 6th, 2020 at 4:00 PM
Trauma Co/Acute Care/Neonatal/Maternal	February 6th, 2020 at 4:30 PM
General Membership	February 6th, 2020 at 5:30 PM

9. **Adjourn @ 2:11 PM.** Kenny Hoffman made a motion to adjourn with a second from Roger Ritchie. Motion approved without opposition.