

NORTH TEXAS REGIONAL ADVISORY COUNCIL (TSA-C)

GENERAL MEMBERSHIP MINUTES

April 2nd, 2020

Start of meeting: 2:00 PM



1. Call to order:

Melissa Whitelaw called the meeting to order. Attendance will be taken using the teleconference login sheet. Minutes will be posted and disseminated within 1 hour of meeting close.

2. Review of December minutes

Melissa Whitelaw reminded membership that the December minutes are posted for review on the website and were sent out January 30th, 2020 in preparation of the February meetings. Those meetings were canceled due to weather conditions.

3. Financial Report

Melissa Whitelaw presented the financial report. Money market account has a balance of \$281,828.40 and the checking account has a balance of \$11,219.24. EMS RAC funds began with \$26,472. \$17,457.54 has been expended on payroll and taxes leaving a balance of \$9,014.46. EMS County began with \$96,119 and all funds are remaining. RAC Systems Development began with \$75,208 and has a remaining balance of \$53,379.32. \$16,179.48 was spent on program costs and \$5,649.20 was spent on administration.

4. Executive Reports

a. **Chair:** Nothing to report at this time.

b. **Executive Director:** Melissa is still available to help with any RAC questions or concerns. If a question is COVID-19 related it is best to contact Shane Comer at scomer@ncttrac.org. If an email is sent to Melissa she will forward it on to Shane.

5. Committee Reports

a. **Trauma Coordinators:** Lee Williamson has nothing to report at this time.

b. **PHEMS:** Melissa needs the EMS agencies to send in pass through receipts by April 30th. She sent out an email on December 6th

detailing what costs would be allowable under the current contract. Payroll is allowable but the state requires 4 payroll stubs accompanied with time sheets and a job description. As of this time the LPG has not been postponed which means the money must be expended by August 31st, 2020. The amount for our region is \$18,406.00.

- c. **PIE:** Laura Pressler sent out an email on snake bite education March 30, 2020. Please contact her at lpresler@unitedregional.org with any questions. She reported that if a patient has less than a three on the envenomation scale or it is a dry bite that the patient may be transported to United Regional for observation if approved by their local provider. She also stated that the ER staff should take pictures after the patient has been marked. Please contact Laura for a tip sheet on how to upload the photos.
- d. **CQI:** 4 new King Vision submissions. All were medical, 3 were due to difficult airways and the 4th was a hemorrhagic stroke. 2 were completed in a 1st attempt, 1 was a second attempt and 1 was 4 or more. The King vision was unsuccessful in and a tube was inserted. There were 17 new EZIO submissions. 12 were medical, 4 trauma and 1 was not used to expiration. 11 were in the humerus site and 5 were in the tibia. In one instance 2 needles were used on a single patient due to the humerus needle becoming dislodged. The second needle was a tibia insertion. Another instance the user sites lack of knowledge that humerus is the preferred insertion site. 3 new submissions on TOR protocol. 1 code was witnessed. Estimated down time unknown on all cases. CPR was administered on 2 patients both by EMS. AED was used on 1. 1 was transported and 2 were called on scene.
- e. **Pediatrics:** Nothing to report.
- f. **Neonatal:** Bernadine Crosson has reported that United Regional is working on a COVID-19 decision tree and drill scenarios to be conducted next week involving the pregnant patient. The decision tree is based on CDC, Texas AIM, CMQCC and AGOG guidelines.
- g. **Maternal:** Same as neonatal.
- h. **Air Medical:** Roger Ritchie reported that education has been suspended due to the contact order. They are still flying patients at this time.

- i. **Acute Care:** Jennifer Whitehill has nothing to report at this time.
- j. **EMTF:** Ryan Matthews had nothing to report at this time.
- k. **HCC:** Shane Comer has been sending out daily emails on COVID-19 updates. HCC will be ramping up requests for information and will be focusing on build up of hospital bed capacity. Also please contact Shane at scomer@ncttrac.org for information on PPE. The national stockpile is rolling in steady but in small amounts so make sure to get requests in.

6. Old Business:

- a. **STB Kits:** Melissa Whitelaw has 100 STB kits finished for when shelter in place order lifts.

7. Meeting Announcements:

Next NTRAC CQI, PIE, Finance, Executive Board, HCC, NORTEX and General Membership meetings will be on June 4th, 2020. Location and time TBD.

8. Adjourn @ 2:16PM.