

NORTH TEXAS REGIONAL ADVISORY COUNCIL (TSA-C)



Executive Board Minutes
October 1st, 2020
Start of meeting: 1:00 PM

1. Call to order:

Kim Stringfellow called the meeting to order. Attendance will be taken using the teleconference login sheet. Minutes will be posted by October 2nd, 2020.

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. The money market account has a balance of \$538,843.61 and the checking account has a balance of \$7,413.84. EMS RAC funds began with \$78,372. \$12,282.33 has been expended on payroll and rent, while \$655.48 has been spent on monthly bills and yearly insurance payments leaving a balance of \$65,434.19. EMS County funds began with \$231,398.00 and all funds are remaining. RAC Systems Development began with \$79,463.00 and all funds are remaining. The SB500 began with \$32,532.00 and all funds are remaining. NTRAC collected \$5,850.00 in dues out of a possible \$8,450.00. Laura Pressler made a motion to approve the financial report with a second from Mark Hale. Motion approved without opposition.

Expenses for consideration include:

Faith Comm EMS	Heart rhythm simulator	\$610.00
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Office supplies and Executive Director's salary approved at committee level.

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

4. Executive Reports

- a. **Chair:** Kim Stringfellow let the membership know to get with Melissa Whitelaw to clean up any compliance issues before the December meeting. She also reported that the RAC was contacted by an LSU graduate student needing information on motorcycle

helmet injuries and deaths. Kim has also been attending the PCR Alliance meetings and stated that they are starting to pick up pace. She submitted RAC C's representatives for the PCR Alliance to Dr. Weisoly.

- b. Executive Director:** Melissa Whitelaw will be submitting the EOY RAC Systems Development and EMS RAC reports on October 15th. She has moved into the new office at Trans Star. The address is 4312 Call Field Rd Suite 100, Wichita Falls, TX 76308. This has also been updated on ntrac.org. RAC C will be participating in the SB500 statewide wristband pilot project. Tentative details are that NTRAC will receive 5,000 wristbands for the price of \$488.00. The project will begin in mid-October and run for 4-6 weeks or until the wristbands run out, whichever comes first. Melissa will get with the providers group when the program is solidified. Melissa also took the opportunity to thank the board for her raise and incredibly generous bonus and for the opportunity to earn bonuses in the future. She looks forward to receiving the criteria for obtaining said bonuses.

5. Committee Reports

- a. Trauma Coordinators:** Nothing to report.
- b. PHEMS:** Nothing to report.
- c. PIE:** Laura Pressler reported that Clinical Congress 2020 will be held October 3-7th virtually. Melissa Whitelaw will send out information via email. Laura is also putting together an upcoming Trauma Library session. Melissa posted topics on ntrac.org under documents>quick docs. Please contact Laura Pressler and let her know if afternoon sessions or morning sessions would be preferred.
- d. CQI:** Melissa Whitelaw gave an overview of CQI data. EZ IO had 5 new submissions. 4 were medical and 1 was trauma. 3 were administered by paramedics and 2 by physicians. 2 attempts were in the humerus and 3 were in the tibia. 1 was used in the tibia due to patient comfort and 1 was used in the tibia because the agency only had a 25mm needle. The 3rd was not specified. All 5 were successful on 1st attempt. King Vision and tourniquets had no new submissions. TOR had 1 new submission. The patient was over 55 and in medical cardiac arrest. The code was not witnessed and a lay person began CPR. Signs and symptoms were noncompatible with life. An AED was used and shock was not advised. The death was called on scene.
- e. Pediatrics:** Nothing to report.

- f. **Neonatal:** Nothing to report.
- g. **Maternal:** Nothing to report.
- h. **Air Medical:** Roger Ritchie said Air Evac would be requesting child airway manikins for regional PALS training from the RAC at the December meeting. He also stated that during an MCI where multiple air medical agencies are called please let the dispatcher know.
- i. **Acute Care:** Jennifer Whitehill and Jill Griffin will be giving flu shots and having chest pain and stroke education handed out in a bag that KFDX is giving to each patient at United Regional.
- j. **EMTF:** Nothing to report.
- k. **HCC:** Please contact Shane Comer with any PPE requests at scomer@ncttrac.org.

6. Action Items:

- a. **Vote to accept no change to Bylaws:** Mark Hale made a motion to accept bylaws as currently written with a second from Nick Long. Motion approved with no opposition.
- b. **Vote to accept no change to Trauma Plan:** Laura Pressler made a motion to accept trauma plan as written with a second from Lee Williamson. Motion approved with no opposition. Melissa Whitelaw will make sure all contact information for each agency is correct and make changes as needed.

7. Announcements:

Next NTRAC CQI, PIE, Finance, Executive Board, HCC, NORTEX and General Membership meetings will be on December 3rd, 2020. Location and time TBD.

8. Adjourn @ 1:30 PM.

Nick Long made a motion to adjourn with a second from Roger Ritchie. Motion approved without opposition.