

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



EXECUTIVE BOARD MEETING AGENDA

April 5, 2012

Start of meeting: 1:10

1. Signed in

Ryan Matthews, Trans-Star
Roger Ritchie, Air Medical
Donna Ross, United Regional
Kim Stringfellow, United Regional
Al Garcia, Executive Director
Laura Pressler, United Regional
Don Groves, WF Fire Depart
Foster Simmons, P. K. West Lake Volunteer EMS
Cindy Hoff, United Regional
Kris Henning, WFPD
Larry Borden, AMR
Joy Henry, Faith Community Hospital

2. Review of April minutes

Kim Stringfellow made a motion to accept the minutes with a second from Joy Henry. Motion approved without opposition.

3. Financial report

Donna Ross presented the financial report: Money market account has a balance of \$164,297.69 and the checking account a balance of \$8,772.48.

Expenses approved included:

Seymour Hospital	\$500.00
Seymour Baylor County EMS	\$485.16
William Fry	\$250.00
Melissa Strawbridge	\$250.00
Al Garcia	\$507.74
Al Garcia	\$79.95
Graham Young County EMS	\$499.98
Welch, Sanders & Assoc.	\$200.00
Al Garcia	\$7.60
Bill Sokora	\$355.90
Seymour Hospital	\$399.50
Krysla Darden	\$50.00
Wichita Falls Fire Department	\$358.33
Roger Ritchie	\$468.75
Kevin Spraggins	\$500.00
Petrolia VFD	\$500.00
Vidacare Corporation	\$4965.00

Office supplies approved at the committee level including the executive director's salary.

Finance Report closure:

Kim Stringfellow made a motion to accept the financial report with a second from Cindy Hoff. Motion approved without opposition.

4. OLD BUSINESS

- a. **E-Z IO Program.** A request was made to buy more IO needles. Ryan Matthews states he has forms turned in by organizations requesting needles. Will now post needle request forms on website for easy access. Please fill out and bring to Trans Star for replacement needles. There was also discussion of regional education regarding IO insertion and care. Please call Laura Pressler at (940)764-3088 for training requests. Questions were raised on the RAC's responsibility of purchasing needles. After lengthy discussion Cindy Hoff made a motion to buy \$8000 worth of needles yearly with a second by Donna Ross. Motion approved without opposition.

5. NEW BUSINESS

- a. **Executive Director Pay** Donna Ross requested to do direct deposit for the executive director's salary. Cindy Hoff made a motion to approve with a second by Foster Simmons. Approved without opposition.
- b. **NTRAC Audit** AI discussed the audit by the state contract oversight. All information has been sent and we are waiting for information.
- c. **Local Project Grant** Roger reminds us to start deciding on our next local project grant. Will be discussed in the pre-hospital providers meeting.

- 6. ACTION ITEMS 2011-2012 Trauma Plan** AI states he has made recommended changes on trauma plan. Donna Ross motioned we approve the trauma plan as is on the website with a second by Foster Simmons. Motion approved without opposition.

7. REPORTS

- a. **Chair:** Roger Ritchie requests changing time of trauma conference next year due to multiple conflicts and determining date prior to the November state meetings.
- b. **DSHS:** Not Present

- c. **Executive Director:** Al states second quarter reports were sent. Working on local project grant reimbursement. States he has made changes on website with the help of Kim Stringfellow.

8. COMMITTEE REPORTS

- a. **Education:** CISM class was a success with nearly 60 participants attending. NTRAC trauma conference will be held April 28th. Please register today. Air Evac has agreed to \$250 toward food and beverage and NTRAC has approved \$500 toward lunch. Please make your nomination for Trauma Advocate and organization.

- b. **Pediatrics:** Donna Ross has latest Broslow tapes. Please pick one up for your hospital or ambulance.

- c. **Air Medical:** Tommy Kirk is the new medical lead at Air Evac. Will begin teaching ACLS and PALS in region after classes in June. Will have training at Air Evac until that time.

- d. **Trauma Coordinators: No report**

- e. **Pre-Hospital:** Foster states at last meeting they set up a protocol committee to update protocols and will now refer to them as regional guidelines. They are also making more flexible meeting basic standard guidelines. They will discuss further in provider's meeting today.

- f. **Acute Care: No report**

9. ANNOUNCEMENTS

Next PIE/Finance	June 7, 2012 noon
Next Executive Board,	June 7, 2012, 1:00 P.M.
Next General Membership,	June 7, 2012_, 6:00 P.M.

10. ADJOURN @2:58

Foster Simmons made a motion to adjourn with a second from Larry Borden. Motion approved without opposition.
