

# NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



## EXECUTIVE BOARD MEETING AGENDA

August 4, 2011

Start of meeting: 1302

### 1. Signed in

Chair Ryan Matthews, Trans-Star  
Vice-Chair Roger Ritchie, Air Medical  
Treasurer Donna Ross, United Regional  
Secretary Laura Pressler, United Regional  
Kim Stringfellow, United Regional  
Al Garcia, Executive Director  
Bill Sokora, Archer City Amb.  
Don Groves, WF Fire Department  
Roy Koetter, Windthorst Vol. Fire Department  
Foster Simmons, P. K. West Lake Volunteer EMS  
Cindy Hoff, United Regional  
Larry Borden, Vernon College  
Jerry Bradshaw, DSHS  
Pam Clark, Bowie

### 2. Review of June minutes

Kim Stringfellow made a motion to accept the minutes with a second from Donna Ross. Approved without opposition.

### 3. Financial report

Donna Ross presented the financial report: Money market account has a balance of \$45624.08 and the checking account a balance of \$4042.51.

Expenses approved included:

Laura Pressler Quanah car seat event travel/meal	Travel	-107.37
Graham Regional Medical Center equipment	EMS Equipment	-500.00
Kim Stringfellow ntrac conference 2011	Professional Education	-35.00
John Munger RN Ntrac conference	Professional Education	-35.00
Faith Community Hospital defib/monitor	reimb.EMS Equipment	-500.00
Crane West quarterly hosting fee	Website Expense	-1,595.00
M. W. Stripling tetaf meeting	reimb. Travel	-552.10
Al Garcia tetaf / rac meetings may 2011	Travel	-637.90
Al Garcia postage	Postage	-24.93
Al Garcia refreshments trauma conf.	Trauma Conference	-40.21
Al Garcia supplies for trauma conf.	Trauma Conference	-7.45
Al Garcia office supplies	Office Equipment & Supplies	-35.99
Al Garcia post office box fee	Postage	-56.00
Donna Ross quickbooks class	Office Equipment & Supplies	-225.00
Donna Ross Intuit payroll subscription	Office	-295.00

Crane West	quarterly fee Website Expense	-285.00
Windthorst VFD	training equipment /	-1,049.00
Southeastern Emergency Group	EMS Equipment	-3,250.00
Nocona General Hospital	TNCC x 2	-500.00
Hardeman County EMS	equipment	-729.80
Electra Memorial Hospital	acls courses	-600.00
Archer City Ambulance Service	pedi mate equipment	-439.90
William Gambill	EMT Intermediate	-250.00
James Hale	EMT paramedic	-250.00
Dawn Beimler	EMT paramedic	-250.00
United Regional	courses reimbursement for ED	-3,250.00
Faith Community Hospital	monitor / equipment	-6,107.44
Vernon Fire & Ems	monitors / defib x 2	-15,900.00
Al Garcia	Postage	-21.40
Nocona General Hospital/EMS	splints	-391.90
PC Nation	GPS radios	-6,458.40
Southeastern Emergency Group	equip Vernon college	-3,250.00
Progressive Medical International	pulse ox equip	-1,540.00
Elsevier	Harriet Lane Handbooks	-1,156.35
Best Buy	office supplies	-433.90
Al Garcia	TETAF expenses Travel	-710.45
Roger Ritchie	TETAF travel expenses	-681.53
Bill Sokora	TETAF Travel	-355.90
Ryan Matthews	computer	-1,346.62
Vidacare Corporation	Invoice 15330, Cust No 13594	-4,956.81
Laerdal Medical	Confirmation 1847085	-1,015.80
Southeastern Emergency Group	Customer 015955	-5,771.50
	<b>TOTAL</b>	<b>-65,598.65</b>

Roy Koetter made a motion to accept the financial report with a second from Roger Ritchie. Approved without opposition.

#### **4. OLD BUSINESS**

##### **a. Website**

Al reports they are having difficulty uploading information. We have purchased the upgrade to the Adobe 10 program and are working with Colt West to help with the problem.

##### **b. Election of MEO-Tabled**

#### **5. NEW BUSINESS**

##### **a. 2011-2012 Budget**

Al states contracts have been mailed into state and reviewed the budget and funding for 2011-2012. Jerry Bradshaw proposed having more paid positioned such as treasurer and CQI chair due

to the amount of work involved with the positions. AI will follow up on funds available for these positions.

## 6. ACTION ITEM

**Executive Board Elections-** There has been no requests for new representation made.

Following discussion and review of position responsibilities, the following positions were nominated: Chair position to Roger Ritchie, Vice Chair position to Kim Stringfellow, Treasurer remains Donna Ross, Secretary remains Laura Pressler. Foster Simmons made a motion to accept these names, seconded by Larry Borden. Approved without opposition.

## 7. REPORTS

**Chair: Representatives to TETAF include:** Acute Care representative Cindy Hoff, EMS representative Bill Sokora, Injury Prevention representative Laura Pressler, Pediatric-Donna Ross, Professional Education Roger Ritchie, RAC and Disaster Jacky Betts, and Trauma Kim Stringfellow. Will discuss and vote at general membership.

- a. **DSHS:** Jerry Bradshaw reports state cutting budgets. Houston looking for manager position.
- b. **Executive Director:** AI reports will order GPS tomorrow to complete the last local project grant. Will continue to work on website. Minutes and agenda will be found on website in the near future.

## 8. COMMITTEE REPORTS

- a. **Education:** Laura Pressler reports the planning of a Critical Incident Stress Management class to be held this fall. If anyone interested in participating contact her at (940)764-3088.
- b. **Pediatrics: None**
- c. **Air Medical:** Roger reports will discuss a National Registry renewal class in providers meeting.
- d. **Trauma Coordinators: None**
- e. **Pre-Hospital: None**
- f. **Acute Care: None**

## **9. ANNOUNCEMENTS**

<b>Next PIE/Finance</b>	<b>October 6, 2011 noon</b>
<b>Next Executive Board,</b>	<b>October 6, 2011, 1:00 P.M.</b>
<b>Next General Membership,</b>	<b>October 6, 2011, 6:00 P.M.</b>

## **10. ADJOURN @ 1420.**

Foster Simmons made a motion to adjourn with a second from Ryan Matthews. Approved without opposition.

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