

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



EXECUTIVE BOARD MEETING AGENDA

August 2, 2012

Start of meeting: 1:05pm

1. Signed in

Jacky Betts, United Regional
Ryan Matthews, Trans-Star
Roger Ritchie, Air Medical
Donna Ross, United Regional
Kim Stringfellow, United Regional
Al Garcia, Executive Director
Laura Pressler, United Regional
Bill Sokora, Archer City Amb.
Don Groves, WF Fire Depart
Roy Koetter, Windthorst Vol. Fire Rescue
Foster Simmons, P. K. West Lake Volunteer EMS
Cindy Hoff, United Regional
Larry Borden, Vernon College
Heather Greenwood, Seymour Hospital
Dr. Alberto Banez, Seymour Hospital
Adam Scott, Vernon Fire Department
April Coxan, United Regional

2. Review of April minutes

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

3. Financial report

Donna Ross presented the financial report: Money market account has a balance of \$131,082.70 and the checking account a balance of \$5176.36. Expenses approved included: See attached sheet and office supplies approved at the committee level including the executive director's salary.

Finance Report closure:

| | | |
|------------------|-----------------------------|----------|
| Kevin McClellan | equipment | 19.96 |
| Seymour Hospital | ACLS x 2 reimbursement | 299.00 |
| Al Garcia | RAC chairs meeting | 489.72 |
| Roger Ritchie | RAC Chairs meeting | 538.59 |
| Laura Pressler | hitch for carseat trailer | 21.64 |
| Crane West | website hosting | 285.00 |
| Best Buy | scanner for treasurer | 398.64 |
| Best Buy | Ipad for exec. director | 1,107.94 |
| World Point | PALS emergency cards | 406.95 |
| Nicholas Long | EMT paramedic certification | 250.00 |

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|------------------------------------|----------------------------------|-----------------|
| Crane West | website hosting | 570.00 |
| W. F. Fire Department | vac equipment | 203.10 |
| Lakeside City VFD | lifepack aed | 1,454.00 |
| Olney EMS | equipment | 499.99 |
| Archer City Amb Ser | equipment reimbursement | 560.80 |
| Archer City Amb Ser | equipment reimbursement | 1,580.00 |
| Windthorst VFD | paggers | 1,580.00 |
| Windthorst VFD | medical kit bags | 399.98 |
| Electra Mem Hosp | ACLS, ENPC & TNCC courses | 700.00 |
| Nocona EMS | backboards reimbursement | 499.95 |
| Wilbarger Gen Hos | pulse oximeters | 559.00 |
| PK Westlake EMS | stryker battery and charger | 807.96 |
| WF Fire Department | AED quicklook | 1,190.00 |
| Sunset VFD | suction, glucometer. | 536.38 |
| United Regional | TNCC & ENPC course reimburse | 3,750.00 |
| AMR | radios | 5,066.10 |
| AMR | pedi mate straps & boards | 2,656.57 |
| Al Garcia | office supplies | 32.99 |
| Al Garcia | postage | 7.20 |
| World Point | intub equip United Regional PALS | 3,052.57 |
| Bound Tree Medical | backboards | 2,720.00 |
| Channing Bete Company, INC | PALS pocket cards and ECC books | 1,275.30 |
| Wilbarger General Hos | ACLS course reimbursement | 175.00 |
| Wilbarger General Hos | topic course for Mary Thompson | 560.00 |
| Trans Star Ambulance | equipment | 795.64 |
| Trans Star Ambulance | zoll cable | 844.35 |
| Seymour Hospital | tncc course completion | 1,750.00 |
| Robyn Wike | EMT-P | 250.00 |
| Brian Chancellor | EMT P | 250.00 |
| Vidacare Corporation | EZ io needles | 3,967.21 |
| Armstrong Medical Industries, Inc. | ED Cart | 1,477.60 |
| American Medical Response | transport vents x 2 | 5,256.72 |
| Vernon Collage | transport vent | 2,845.20 |
| Walmart | car seat project items | 241.25 |
| Roger Ritchie | RAC chairs meeting | 541.82 |
| Al Garcia | RAC chairs meeting | 509.88 |
| Donna Ross | computer repair | 409.19 |
| Donna Ross | data backup equipment | 162.36 |
| | | Total 53,555.55 |

Kim Stringfellow made a motion to accept the financial report with a second from Jacky Betts. Approved without opposition.

4. OLD BUSINESS

- a. GETAC meeting in two weeks. TETAF will be celebrating the 20th anniversary of the Texas trauma system.

5. NEW BUSINESS

- a. Kim Stringellow discussed the need for revision of the bylaws regarding the nominations to the executive board. These nominations should be done at the June meeting in the future. Bylaws committee will follow up.
- b. Ryan Matthews discussed the need for NTRAC to be better represented at EMTF for better integration of bioterrorism preparedness with EMS providers. Jacky Betts mad a motion for Ryan Matthews and Kenny Hoffman to represent NTRAC with a second from Foster Simmons. Approved without opposition.

6. ACTION ITEMS

Election of executive board officers. Kim Stringellow moves from Vice Chair to Chair. Jacky Betts nominated Don Groves as Vice Chair with a second by Roger Ritchie. Roger Ritchie nominated Laura Pressler to continue as secretary with a second by Foster Simmons. Foster Simmons nominated Donna Ross to continue as Treasurer with a second by Jacky Betts. All approved without opposition.

TETAF Representative nominations-

Trauma-Kim Stringellow

Preparedness/RAC Chairs-Al Garcia

EMS-Bill Sokora

Pediatrics-Donna Ross

Education/Injury Prevention-Laura Pressler

Acute Care-Cindy Hoff/April Coxan

Jacky Betts motions to vote on individuals listed. Approved without opposition.

Will take all nominations to general membership tonight.

7. REPORTS

- a. **Chair:** Roger Ritchie introduces and welcomes Dr. Alberto Banez to the Executive Board.
- b. **DSHS: Not present**
- c. **Executive Director:** Al Garcia reports he will travel to Austin to attend state meetings. Discussed the budget for new backboards and spider straps. Stock down to 12. He states he still has 10

refrigerators that need to be picked up. Also has 8 air splints left in stock. After lengthy discussion regarding backboards decision was made to order new boards when stock reached less than 10.

8. COMMITTEE REPORTS

- a. Education:** Laura Pressler reports the NTRAC trauma conference to be March 2, 2013 at Vernon College on Maplewood here in Wichita Falls. Also there will be a child passenger safety course here in Wichita Falls on October 22-25, 2012. NTRAC will pay the \$75 course fee for individuals representing an organization in good standing. Also, each organization that sends a representative that successfully completes the course will receive a CPS start-up kit.

- b. Pediatrics:** Donna Ross reports she has purchased new Broslow tapes and Algorhythm cards to be distributed. She also the importance of immunizations due to a local case of pertussis last week.

- c. Air Medical:** Roger states AirEvac has several classes that will be posted on NTRAC website.

- d. Trauma Coordinators: No report**

- e. Pre-Hospital:** Bill Sokora discussed the problem with backorder on many drugs. Also stated that the protocol committee met today to complete the process of updating all EMS protocols. Will present today in provider's meeting.

- f. Acute Care:** Introduced April Coxan to the executive board. April is a new member of United Regional's quality department and is interested in working in the RAC initiatives.

9. ANNOUNCEMENTS

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| Next PIE/Finance | October 4, 2012 noon |
| Next Executive Board | October 4, 2012, 1:00 P.M. |
| Next General Membership | October 4, 2012, 6:00 P.M. |

10. ADJOURN @ 3:05pm.

Jacky Betts made a motion to adjourn with a second from Foster Simmons. Approved without opposition.
