

**NORTH TEXAS REGIONAL ADVISORY
COUNCIL (NTRAC-C)**



GENERAL MEMBERSHIP MINUTES

December 6, 2012

**Presentation by Corene Crouse, RN, FNP:
Heart Failure EMS**

1. Signed in

Kim Stringfellow called the meeting to order at 6:00 p.m. and reminded all members to sign the NTRAC sign-in sheet.

2. Review of October minutes

The October minutes were reviewed and Foster Simmons made the motion to approve the minutes. Mike Hall seconded the motion. Motion approved.

3. Financial report

Donna Ross presented the financial report: Money market account has a balance of \$180,054.55 and the checking account a balance of \$6,072.55. Expenses approved include:

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Vidacare	EZ IO needles	\$3,217.01
Crane West	Website hosting	\$285.00
Clay Co FRO	Turbo Flares	\$750.00
Nocona Gen Hospital	ENCP course reimb.	\$750.00
Vernon Endowment	Al Garcia Scholarship	\$1,000.00
Wichita Falls FD	Medtronic adapters AED'S (need invoice)	\$750.00
AMR	Medtronic adapters AED'S (need invoice)	\$750.00
	Total:	\$7,502.01

Finance Report closure:

Mike Hall made a motion to accept the financial report with a second from Bill Sokora. Approved without opposition.

4. Executive Report

a. MEO- None

b. Chair- Kim discussed which entities had not yet paid dues and the need to update the contact list. She also reminded the members on the procedures for reimbursement. We need to be presented at least 3 quotes and the invoices need to fall in the current fiscal year.

c. DSHS – None

d. **Executive Director**

Melissa Whitelaw was introduced as the new Executive Director. New office location was given and there will be an open house in the near future. The date and time is still to be determined. Membership dues invoices will go out in the spring for September. Please return payment with the original invoice. Receipts will be mailed when payments are received.

5. COMMITTEE REPORTS

a. **PIE:**

Laura Pressler reported that the Trauma Conference will be held March 2, 2013 at 4501 Maplewood Ave (rooms 605 and 606), Wichita Falls, TX 76308-2915. Early registration will be \$30. Attendee must register by February 25, 2013 to qualify for discount. On-site registration is \$35. Volunteer First Responders and EMS students will be \$15. Still need nominations for the individual and organization awards. Vendor table fee was lowered from \$250 to \$150 per table. CISM classes were also discussed.

b. **Pediatrics:**

Donna Ross reported first case of RSV and several cases of Influenza A & B. Also discussed the National Pediatric Readiness Program survey will begin in January 2013.

c. **Air Medical:**

Roger states continuing education classes are being offered at Clay Co FRO and Windthorst VFD. Contact Roger for class schedules. Roger also reported that Air Evac's parent company has acquired Reach Air out of California and Washington.

d. **Trauma Coordinators:**

No report

e. **PHEMS:**

Bill Sokora discussed several EMT and ECA classes in the region. He also reported that a \$1,000.00 donation will be given on behalf of PHEMS to the Al Garcia Scholarship endowment.

f. **Acute Care:**

No report.

6. OLD BUSINESS

- a. Kim gave update on needs assessments forms received. She also discussed adoption of Standard Operation Procedures to be approved at next meeting.
- b. Kim reported on meeting with Terry Stagg on incorporating NTRAC with HPP. Discussed assets and projects. For more information contact Terry Stagg at (940)235-9145 or go to hpcntx.com.
- c. Kenny Hoffman reported that CQI committee has been formed. Members are Kenny Hoffman, Ryan Matthews, Adam Scott, Bill Sokora, Robin Wike and Cindy Hoff.

7. NEW BUSINESS

a. Fundraiser for Vernon College Endowment:

Members approved raffling a four wheeler for the endowment. NTRAC and PHEMS will each put in half towards the purchase price and will be reimbursed after the raffle. Tickets will be available in January.

8. ACTION ITEMS

9. ANNOUNCEMENTS

Next PIE/Finance	February 7, 2013 noon
Next Executive Board	February 7, 2013 1:00 pm.
Next General Membership	February 7, 2013 6:00 pm.
NTRAC Conference	March 2, 2013 7:30 am

9. ADJOURN @ 6:49 pm.

Mike Hall made a motion to adjourn with a second from Kelly Hudson. Motion approved without opposition.