

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)

GENERAL MEMBERSHIP MINUTES

Date: October 11, 2012

1. Signed in

Kim Stringfellow called the meeting to order at 6 p.m. and reminded all members to sign the NTRAC sign-in sheet. A moment of silence was taken in remembrance of Al Garcia. Our director and dear friend will be missed.

2. Review of August minutes

The August minutes were reviewed and Jacky Betts made the motion to approve the minutes. Charles Peters seconded the motion. Motion approved

3. Financial report

Donna Ross presented the financial report: Money market account has a balance of \$187,042.26 and the checking account a balance of \$10,287.71

Financial report attached

4. Executive Report

a. MEO- Jacky Betts informed the general membership that Dr. Mercer was interested in taking an active role as MEO in the RAC and wants to present education at each general membership meeting.

b. Chair- Kim Stringfellow will share report for New Business.

c. DSHS – Kim Stringfellow shared that Jerry Bradshaw announced Larry Borden would cover Al Garcia's position at Vernon College until it can be filled. He also discussed the state is getting ready for their yearly conference.

d. Executive Director With the passing of our Executive Director Al Garcia the board had discussion regarding how to fill this position. The decision to post the position and interview candidates that would best fit the job description was approved without opposition in the Executive Board meeting earlier today.

5. COMMITTEE REPORTS

a. Education: Laura Pressler presents an educational opportunity. The 4th Annual Southwest Trauma and Acute Care Symposium will be teleconferenced at United Regional on November 1&2. It is free of charge and you will need to register and claim your CME/CE online. This is a great opportunity to hear national speakers without spending the time and money on travel. For questions contact Laura at lpresler@unitedregional.org

Laura also discussed the child passenger safety course being conducted here in Wichita Falls in October and wanted to thank the individuals from our area that will attend. They will be eligible for a child passenger safety start-up kit with everything they need to do car seat checks and convertible and booster seats included.

b. Pediatrics: Donna Ross announced new books, PALS cards, and adult immunization charts are available.

c. Air Medical: Roger Ritchie discussed upcoming classes by Air Evac and that they are posted on the NTRAC website.

d. Trauma Coordinators: Heather Greenwood discussed the trauma coordinators aided in determining topics for the 2013 Trauma Acute Care Conference.

e. Pre-Hospital: Adam Scott shared that TETAF would have started monthly education. Please see their website for more information.

f. Acute Care: Kim Stringfellow announced that Cindy Hoff has offered to aid in the CQI process.

6. OLD BUSINESS None

6 NEW BUSINESS

Donna Ross discussed the upcoming Pediatric Readiness Project. More to come.

Kim Stringfellow discussed the need of office space and for a physical address since the passing of Al Garcia our Executive Director. Many of the executive board members had been looking for space that is near United Regional and would have enough storage at a reasonable cost. It was approved by the Executive Board to lease a location on Brook Street.

Kim Stringfellow announced that Ryan Matthews will put a needs assessment on the website for the entities in our region. This form is needed to better allocate budget. Kim instructed to fill out this form and send to Donna Ross at dross@unitedregional.org or fax at 764-6556.

Kim gave special thanks to Donna Ross for creating the NTRAC newsletter that will be on our website and printed out for each meeting. This will keep all informed on timelines and budget issues. Donna encourages all to send anything you would like to add to the newsletter to her at dross@unitedregional.org.

Kim discussed that she reformatted the SOP to show the processes that we will follow as a RAC for decision making. She provided copies for review by the executive board and will take it to a vote next meeting. Kim also developed a time line calendar to keep track of things that need to be done and when they need to be on the agenda. A NTRAC FY2012-2013 Goal Sheet was also created and presented by Kim Stringfellow at the executive board meeting. Kim feels these changes will heighten structure in our organization. Special thanks to her by the board for all of her efforts to keep the board on task and organized.

Jacky Betts address that the allocations and management of HPP monies was talked about in depth at the executive board meeting and that they will meet with the hospital board later in the week to gain information and discuss what is best for our area.

7. ACTION ITEMS

Kim Stringfellow announced that the bylaws with revisions have been posted on the NTRAC website. Kim reviewed the revisions with the general membership. Jacky Betts made a motion to accept the bylaws as presented with a second by Don Groves. Approved without opposition.

8. ANNOUNCEMENTS

Jacky Betts informed that if anyone wanted to make a donation in Al Garcia's memory that his family said to make a donation to his church, Sacred Heart here in Wichita Falls. He also stated TETAF had plans for a remembrance gift as well that is in the planning.

Next PIE/Finance December 6, 2012, noon

Next Executive Board, December 6, 2012, 1pm.

Next General Membership, December 6, 2012, 6pm.

9. ADJOURN @ 6:45pm.

Foster Simmons made a motion to adjourn with a second from Don Groves. Motion approved without opposition