

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)

EXECUTIVE BOARD MEETING

August 1st, 2013

1:00PM

United Regional, Hardeman Room



1. Signed In

Donna Ross, United Regional
Kim Stringfellow, United Regional
Foster Simmons, P.K. West Lake Volunteer EMS
Kenny Hoffman, AMR
Robyn Wike, Vernon College
Melissa Whitelaw, NTRAC
Bill Sokora, Archer City Ambulance
Jacky Betts, United Regional
Roger Ritchie, Air Medical
Laura Pressler, United Regional
Cindy Hoff, United Regional
Adam Scott, Vernon Fire Dept
Kade Long, Vernon Fire Dept
Jerry Bradshaw, DSHS

2. Review of June Minutes

Foster Simmons made a motion to accept the minutes with a second from Jacky Betts. Motion approved without opposition.

3. Financial Report

Donna Ross presented the financial report. The money market account had a balance of \$196,760.99 and the checking account had \$44,342.44. Expenses approved include the following:

Brandi Dixon	\$750.00
Cryovac FRO	\$1,297.60
Seymour Hospital	\$1,569.29
Melissa Whitelaw	\$61.35
Faith Community Hospital	\$983.63
Bound Tree (Air-Evac)	\$927.36
Archer City Ambulance	\$1,448.61
Nocona General Hospital	\$550.00
United Regional	\$5,500.00
Electra Memorial Hospital	\$275.00
IRS	\$480.71
NTS	\$127.26
Kimbra Dreyer	\$650.00

Josh Miller	\$650.00
Texoma Cowboy Church	\$299.00
Crane West	\$285.00
Three Rivers	\$430.00
John E. Hostas	\$500.00
Lisa Brown	\$87.32
Laura Pressler	\$77.40

Office supplies and Executive Director's salary approved at committee level.

Foster Simmons made a motion to accept financial report with a second from Jacky Betts. Motion approved without opposition.

4. Executive Reports

a. **MEO:** Not present

b. **Chair:** Kim Stringfellow discussed that this was her last meeting as the chairperson. Kenny Hoffman will be taking her place. She will report on completed and outstanding items, during her term, at the general membership meeting.

c. **DSHS:** Jerry Bradshaw reported that effective September 1st no new licenses will be issued for EMS except under special circumstances. Jerry also relayed that there is a new EMS Director at DSHS. Jerry did not have a name available.

d. **Executive Director:** Melissa Whitelaw discussed the mailing of membership invoices. She also spoke about a possible new seasonal program for PIE. She would like to seek a grant to print literature on summer safety, more specifically the signs of drowning. Melissa also stated that there will be more site visits beginning in September.

5. Committee Reports:

a. **Trauma Coordinators:** Not present

b. **PHEMS:** Present. Nothing to report.

c. **PIE:** Laura Pressler presented several different options on CISM classes. We need at least fifteen students to get a class approved. She also stated the NTRAC conference will most likely be held in March of 2014. No set date was announced. She had some complaints about seating at last year's

conference and will be searching for a better venue. Laura also reported on an upcoming car seat event in Graham.

- d. **CQI:** Kenny Hoffman shared intubation data with the board. He was able to track the successful and failed attempts at intubation from 8 separate entities. Cindy Hoff reported that all 5 STEMI patients brought in from 911 calls to United Regional were accurately identified by EMS personnel. This information will help in lowering activation times for cardiac patients.
- e. **Pediatrics:** Donna Ross discussed the need for EZIO drills on Broselow carts. If any member hospitals need drills please let her know. She will be placing an order with Vidacare. Her email is dross@unitedregional.org .
- f. **Air Medical:** Roger Ritchie reported that Air-Evac is in the process of training two new instructors. There will also be several CE classes in Archer, Henrietta and Burkburnett.
- g. **Acute Care:** No update.
- h. **HPP:** Terry Stagg reported that only one request was made last quarter for HPP monies. Terry stated that there are 2 mass fatality trailers being housed in our region along with a water purification truck. He informed the board that there have been performance measures added to the HPP process.

6. Old Business

- a. **CISM:** Laura Pressler discussed CISM classes during PIE report.

7. New Business:

- a. **Election of executive board officers:** Kenny Hoffman is the new chairperson. Kim Stringfellow is the new vice chair. Roger Ritchie made a motion to accept, Foster Simmons seconded the motion. Laura Pressler will stay the secretary. Roger made a motion to accept, Foster seconded the motion. Donna Ross will continue on as the treasurer. Roger made a motion to accept, Cindy Hoff seconded the motion.

b. TETAF Representatives:

Bill Sokora: EMS
Robyn Wike and Roger Ritchie: Education
Cindy Hoff and April Coxon: Acute Care
Jacky Betts: Disaster
Kim Stringfellow: Trauma
Laura Pressler: Injury Prevention
Donna Ross: Pediatrics
Melissa Whitelaw: RAC

c. EMTF Representatives: Ryan Matthews and Kenny Hoffman will remain EMTF representatives.

d. End of Year Spending: Covered under finance report

e. Executive Director's Evaluation: Completed by board.

8. Action items: N/A

9. Announcements:

Next PIE/Finance	October 3rd, 2013 at noon
Next Executive Board	October 3rd, 2013 at 1:00 PM
Next General Membership	October 3rd, 2013 at 5:45 PM

10. Adjourn @ 2:06 PM. Jacky Betts made a motion to adjourn with a second from Foster Simmons. Motion approved without opposition.