

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)

GENERAL MEMBERSHIP MINUTES

August 1st, 2013

Start of meeting: 5:45pm



Presentation by Dr. Harvey: Dental Trauma

1. Call to order:

Kim Stringfellow called meeting to order at 5:45 pm and reminded all attendees to sign the NTRAC sign in sheet at the close of the meeting.

2. Review of June minutes

June minutes were reviewed. Jacky Betts made a motion to accept the minutes with a second from Gail Martin. Motion approved without opposition.

3. Financial Report

Donna Ross presented the financial report: Money market account has a balance of \$171,789.02 and the checking account a balance of \$19,186.29. Expenses approved included:

Whatley-Fleming	\$725.00
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

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

Jacky Betts made a motion to accept the financial report with a second from Roger Ritchie. Motion approved without opposition.

4. Executive Reports

- a. **MEO:** Not present
- b. **Chair:** Kim Stringfellow stated goals and outcomes during her year as chairperson. We completed the SOP's. Maintained visibility in the community through outreach programs like Kids Fest and the car seat check points. CE was implemented at the general membership meetings to allow for improved patient outcomes. We are still working on developing outside funding, independent of the state.
- c. **DSHS:** Not present. Kim repeated Jerry Bradshaw's statement from executive board meeting; effective September 1st no new licenses will be issued for EMS except under special circumstances. Jerry also relayed during the executive board meeting that there is a new EMS Director at DSHS. Jerry did not have a name available.
- d. **Executive Director:** Melissa Whitelaw reported that she is still looking into different grant opportunities. Projects include: Backboard washer, literature on summer safety and thumpers for EMS. She also thanked the membership for editing their profiles on the NTRAC website. Melissa also reminded members that invoices for the FY2014 have been mailed out.

5. Committee Reports

- a. **Trauma Coordinators:** n/a
- b. **PHEMS:** Discussed a possible 2 day EMS conference. Tentative dates are September 24-25 from 9am-2pm. More information will follow. Check NTRAC calendar for details in the future.
- c. **PIE:** Laura Pressler updated the group on 2 or 3 day CISM courses. We need to have at least fifteen participants to qualify for

the course. Laura informed the membership that the NTRAC conference will be in March of 2014. She is looking into a different venue with better seating. She would also like suggestions for possible speakers. Email her at lpresler@unitedregional.org. Laura is putting together two new programs: falls at all ages and distracted driving. NTRAC will be purchasing a rebuilt golf cart for area teens to test their distracted driving skills. Please let her know if you would like to set up an event for your area high school.

- d. **CQI:** Kenny Hoffman shared intubation data with the membership. He was able to track the successful and failed attempts at intubation from 8 separate entities. Kim Stringfellow 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 reported that she still has Broselow tapes 2011A available. She also discussed the need for EZIO drills on every frontline truck and in ERs.
- 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. Roger also stressed that it is okay to early activate the air evac team.
- g. **Acute Care:** N/A
- h. **EMTF/HPP:** N/A

6. Old Business

- a. **CISM:** discussed in PIE report.

7. New Business

a. Election of executive board:

Chair: Kenny Hoffman
Vice chair: Kim Stringfellow
Secretary: Laura Pressler
Treasurer: Donna Ross

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 the EMTF representatives.
- d. **End of Year Spending:** Covered under finance report.
- e. **Evaluation of Executive Director:** Completed at the board level.

8. Action items: None

9. Announcements:

There will be a CPS technician class in Graham. Check NTRAC calendar for more information.

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 @ 6:48 PM.

Foster Simmons made a motion to adjourn with a second from Roger Ritchie. Motion approved without opposition.