

# NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)

**EXECUTIVE BOARD MEETING**  
**February 7, 2013**  
**Start of meeting: 1pm**



## 1. Signed in

Jacky Betts, United Regional  
Ryan Matthews, Trans-star  
Roger Ritchie, Air Medical  
Donna Ross, United Regional  
Kim Stringfellow, United Regional  
Laura Pressler, United Regional  
Don Groves, WF Fire Dept  
Foster Simmons, P.K. West Lake Volunteer EMS  
Cindy Hoff, United Regional  
April Coxon, United Regional  
Roy Koetter, Windthorst  
Kenny Hoffman, AMR  
Kent Smead, Vernon EMS/VFD  
Joy Henry, Faith Community  
Robyn Wike, Vernon College  
Melissa Whitelaw, NTRAC

## 2. Review of December minutes

December minutes were unavailable to be approved and will be approved at the April meeting.

## 3. Financial Report

Donna Ross presented the financial report. The money market account had a balance of \$181,691.55 and the checking account had \$13,786.26.

Expenses approved include the following:

NTS Communications	\$169.18
Whatley-Fleming	\$725.00
Roger Ritchie	\$562.50
Hamilton Hospital	\$355.00
Windthorst	\$750.00

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

Jacky Betts made a motion to accept financial report with a second from Roy Koetter. Approved without opposition.

#### 4. Executive Reports

- a. **MEO:** Not present
- b. **Chair:** Kim Stringfellow discussed e-mail from Terry Stagg. Terry would like input from EMS, EMTF and the hospitals on needs assessments. He has acquired a rehab bus for Wichita County and added two more morgue trailers. HPCNTX has added a spot for an EMS NTRAC representative. Jacky Betts made a motion to nominate Kenny Hoffman. Roger Ritchie seconded. Kim discussed the RAC's returned needs assessments. Assessments included requests for portable vents, televisions for education and cardiac monitors. Kim also brought up a letter received from Michelle Alexander thanking NTRAC for the \$1,000.00 donation to the Al Garcia Memorial Fund.
- c. **DSHS:** Not present
- d. **Executive Director:** Melissa Whitelaw presented choices between Merchant Inc. and PayPal for online payment options. Foster made motion to set up PayPal account. Roy Koetter seconded. Motion approved without opposition.

#### 5. Committee Reports:

- a. **Trauma Coordinators:** Not present
- b. **PHEMS:** Ryan Matthews presented pre-hospital triage cards.
- c. **PIE:** Laura Pressler reiterated need for trauma conference nominations.
- d. **CQI:** Kim Stringfellow discussed query being developed by IT to track intubations and EZIOs coming into United Regional. Ryan Matthews suggests using Adobe ID Flash Builder to allow all entities in RAC to participate in data collection. CQI will meet at 11:00AM April 4<sup>th</sup>, 2013.
- e. **Pediatrics:** Donna Ross reports that we are still seeing flu B, RSV and pneumonia cases. Cooks will be making quarterly educational visits. Education on the signs of child trafficking will be presented April 5<sup>th</sup> 2013 at noon in the Wichita room.
- f. **Air Medical:** Roger Ritchie discussed possible upcoming classes. Check with Roger for more specifics. Roger also brought to the RAC's attention that Cook's is trying to cut off other transportation methods that are not their own. This is an EMTALA violation.
- g. **Acute Care:** Cindy Hoff informed board on the 2013 Stroke Guidelines. Guidelines recommend that if a hospital is not certified by the state or another agency it should be bypassed by ambulance. This guideline is not supported by legislation.

- 6. **Old Business:** Roger Ritchie presented two quotes on content and liability insurance for the NTRAC office. The board chose the lower of the two bids. The insurance will cover \$20,000 in contents coverage and liability insurance for \$1,000,000 up to twice per annum. This will cost the RAC \$563.00 per year.

**7. New Business:**

- a. **OOHDNR:** Kim Stringfellow presented United Regional's project to help identify DNR patients that are released from the hospital for home care. The patient has a choice of a medallion or bracelet. Hopefully this will cut down on resuscitation of patients that have a DNR in place.
- b. **LPG:** Kim Stringfellow opened the floor to discuss possible local project grants. Ryan Matthews suggested purchasing video intubation scopes. Other possibilities include a new backboard washer designed for outdoor storage, bullet proof vests and new AEDs. Due to the 50% matching requirements on the local project grants many of these options will be explored through private grant foundations.

**8. Announcements:**

Next PIE/Finance	April 4 <sup>th</sup> , 2013 at noon
Next Executive Board	April 4 <sup>th</sup> , 2013 at 1:00 PM
Next General Membership	April 4 <sup>th</sup> , 2013 at 6:00 PM

- 9. Adjourn @ 2.46 PM.** Kenny Hoffman made a motion to adjourn with a second from Roy Koetter. Approved without opposition.

