

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



EXECUTIVE BOARD MEETING

October 3rd, 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
April Coxon, United Regional
Melissa Whitelaw, NTRAC
Bill Sokora, Archer City Ambulance
Jacky Betts, United Regional
Roger Ritchie, Air Medical
Laura Pressler, United Regional
Cindy Hoff, United Regional
Kade Long, Vernon Fire Dept
Joy Henry, Faith Community Hospital
Tim Pierson, Wichita Falls FD

2. Review of August Minutes

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

3. Financial Report

Donna Ross presented the financial report. The money market account had a balance of \$197,282.11 and the checking account had \$6,442.14. Expenses approved include the following:

Petrolia VFD	\$735.00
Vernon Fire and EMS	\$1,130.00
Lisa Brown (car seat technician)	\$50.00
Laura Pressler	\$32.48
Vidacare Corp (EZ IO)	\$18.48
Melissa Whitelaw (office supply reimb)	\$46.09
Stacia Berend (education reimb)	\$750.00
Nocona General Hospital (education)	\$1,500.00
State Farm (office insurance for year)	\$882.00

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

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

4. Executive Reports

- a. **MEO:** Not present
- b. **Chair:** Kenny Hoffman didn't have any news to report.
- c. **DSHS:** Not present.
- d. **Executive Director:** Melissa Whitelaw discussed the mailing of membership dues receipts. She also spoke about purchasing carbonite to backup office computer. Motion for carbonite was approved.

5. Committee Reports:

- a. **Trauma Coordinators:** Joy Henry spoke about new SANE program.
- b. **PHEMS:** Foster Simmons reported on the success of PHEMS skills conference. 50 paramedics attended. Dr. Rizzo was a guest speaker. King Vision video scopes were available for training purposes.
- c. **PIE:** Laura Pressler reported on upcoming NTRAC trauma conference March 8th at MSU. She will be accepting nominations for outstanding individual and group awards. Please email all nominations to melissa.whitelaw@ntrac.org. She presented the need for additional orange safety cones to use at the distracted driving obstacle course. Laura also spoke about sponsoring a local gymnastics team to get NTRAC's name out in the community. The gym will display a 3x5 banner in the gym through 2014. NTRAC will have a half page ad in the monthly newsletter which is mailed to approximately 400 families in the region. We will have a half page ad in the state meet program which is seen by thousands of families from all over Texas. Our business logo will also appear on all team, coach and parent shirts through 2014.
- d. **CQI:** Cindy Hoff spoke about delaying the program for activating a cardiac team based on STEMI readings from the field. The hospital needs time to develop more comprehensive internal measures.
- e. **Pediatrics:** Donna Ross had nothing new to report.
- f. **Air Medical:** Roger Ritchie reported that Air-Evac will be offering ACLS and PALS classes October 22 and 23. For more information please see NTRAC website calendar. There will also be classes on October 8th and 11th at Clay

County Memorial Hospital. Please contact Roger at ritchie-roger@air-evac.com for any additional classes.

- g. Acute Care:** April informed board of upcoming Heart Failure Summit and EKG 101 case studies. For more information please see NTRAC website. Pamphlets for both are posted on the NTRAC homepage under quick docs.
- h. HPP:** Terry Stagg was not present. Kenny did relay that Terry is looking for suggestions on a grant partnership. Cindy suggested updating Trans Star's and Archer's EKGs for transmissions.

6. Old Business

- a. LPG:** Updated board that we still have not received approved contract from the state. Melissa will follow up with Linda Reyes from the state.
- b. CISM:** Laura Pressler reminded everyone that registration for the CISM class is still open. For more information on the CISM class see NTRAC homepage under quick docs.

7. New Business:

- a. Allowing members from other RACs to join NTRAC:** Possum Kingdom area is looking to join a new RAC. NTRAC is tentatively open to accepting new members. More will have to be discussed as the process moves forward. Jack Betts made a motion to accept with a second from Roger Ritchie.

8. Action items: N/A

9. Announcements:

Next PIE/Finance	December 5th, 2013 at noon
Next Executive Board	December 5th, 2013 at 1:00 PM
Next General Membership	December 5th, 2013 at 5:45 PM

- 10. Adjourn @ 2:10 PM.** Jacky Betts made a motion to adjourn with a second from Kim Stringfellow. Motion approved without opposition.