

# NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)

## GENERAL MEMBERSHIP MINUTES

April 3<sup>rd</sup>, 2014

Start of meeting: 5:45pm



### Presentation by Ryan Matthews: NEXUS – criteria study

#### 1. Call to order:

Kenny Hoffman 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 October 2013 minutes

October minutes were reviewed. Kim Stringfellow made a motion to accept the minutes with a second from Lee Williamson. Motion approved without opposition.

#### 3. Financial Report

Melissa Whitelaw presented the financial report: Money market account has a balance of \$80,759.92 and the checking account a balance of \$15,475.85. Expenses approved included:

Bound Tree	EZIO	\$18.48
Bound Tree	Scopes	\$49,900.00
United Regional	Backboard Washer	\$16,000.00
Bill Sokora	TETAF Travel	\$364.78
Melissa Whitelaw	Travel	\$321.44
Emily Hill	EMT-Intermediate	\$500.00
Vernon Fire/EMS	ACLS/PALS Instruct Course	\$750.00
Cryovac	First Responder Bags	\$750.00

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

Kim Stringfellow made a motion to accept the financial report with a second from Lee Williamson. Motion approved without opposition.

#### 4. Executive Reports

a. **MEO:** Not present.

b. **Chair:** Nothing to report.

- c. **DSHS:** Not present.
- d. **Executive Director:** Melissa Whitelaw discussed the king scopes for RAC member ER's. An EMS professional that has been through scope training must orient an ER physician to the King Scope. The Dr. must supply a letter to the RAC stating that this has taken place. If the hospital is in good standing they will receive one scope.

## 5. Committee Reports

- a. **Trauma Coordinators:** Joy Henry reported that the trauma coordinators committee discussed new splinting material.
- b. **PHEMS:** Foster Simmons reported that only 7 of 17 EMS agencies show reporting to the trauma registry. He also discussed the possibility of PHEMS merging into the RAC for 501c3 purposes. Melissa and Foster will meet with a tax professional to determine the next course of action. This will be discussed in more detail at the June meeting.
- c. **PIE:** Kim Stringfellow gave report for Laura Pressler. The NTRAC Trauma Conference had 88 attendees and made a profit of \$648.49. Reviews were favorable. Everyone seemed to like the new location. Laura is contemplating changing the format next year to general speakers in the morning with breakout sessions in the afternoon.
- d. **CQI:** Kim Stringfellow spoke about SNAP software for CQI reporting. It is HIPPA compliant and will allow for blinded data to be collected. Estimated cost is \$4800.00. Ryan Matthews will be taking care of the purchase arrangements.
- e. **Pediatrics:** Lou Schaffer introduced herself as the new pediatric representative to the board. She will also be the TETAF representative.
- f. **Air Medical:** Roger Ritchie says Air Evac is coordinating 3 classes for Seymour in March. This will include PALS and ACLS. Call early for availability.
- g. **Acute Care:** See stroke portion of old business.

h. **EMTF/HPP:** Ryan Matthews reported that there will be a full scale training exercise on April 21<sup>st</sup>. He would like to get a nurse strike team together from our region to manage a MMU. (Mobile Medical Unit)

**6. Old Business**

- a. **LPG:** We will be writing our grant on multi-casualty incident equipment. Ryan Matthews will get a quote from EMT3(triagetags.com)
- b. **DSHS Stroke Program:** Joy Henry will be contacting member organizations to collect stroke data. We are responsible for sending DSHS all stroke data collected by August 31<sup>st</sup>, 2014. In return, we will receive \$3,000.00 added to our tobacco contract.
- c. **Needs Assessments:** Melissa Whitelaw reported that we still do not have all needs assessments. She will be contacting each agency that has not submitted one via email.

**7. New Business:**

- a. **EMS and Hospital Appreciation Weeks:** Melissa will be delivering goodies again this year.

**8. Action items:** A vote was called to approve the increase of board member term limits from 1 year to 2 years. Motion approved.

**9. Announcements:**

Next PIE/Finance	June 5th, 2014 at noon
Next Executive Board	June 5th, 2014 at 1:00 PM
Next General Membership	June 5th, 2014 at 5:45 PM

**10. Adjourn @ 6:42PM.**

Foster Simmons made a motion to adjourn with a second from Kim Stringfellow. Motion approved without opposition.