

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



EXECUTIVE BOARD MEETING

February 6th, 2014

1:00PM

United Regional, Hardeman Room

1. Signed In

Donna Ross, United Regional
Kim Stringfellow, United Regional
Timothy Pierson, WFFD
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
April Coxon, United Regional
Kade Long, Vernon Fire Dept
Ryan Matthews, Trans Star
Roy Koetter, Windthorst

2. Review of January Minutes

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

3. Financial Report

Donna Ross presented the financial report. The money market account had a balance of \$153,870.50 and the checking account had \$22,549.85. Expenses approved include the following:

TNT Signs	2 banners	\$156.00
Clay County EMS	2 pedimates	\$556.00
Bowie Memorial Hospital	2 ENPC courses	\$550.00
AMR	EMT certification	\$750.00

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

Kim Stringfellow made a motion to accept financial report with a second from Roger Ritchie. Motion approved without opposition.

Donna Ross, NTRAC treasurer, turned in letter of resignation, effective immediately. Roy Koetter was nominated to the treasurer's position. A motion was made to add Melissa Whitelaw and Roy Koetter to the signature card at First National Bank. Motion was also made by Donna Ross to allow Melissa Whitelaw a debit card for the NTRAC checking account. Jacky Betts made a motion to accept financial changes with a second from Kim Stringfellow. A vote was taken and the motion passed without opposition.

4. Executive Reports

a. **MEO:** Not present

b. **Chair:** Kim Stringfellow informed the board that we have received additional funding from DSHS to put towards a purchase of 6 more King scopes. We will be developing a program for the purchase/replacement of blades in the near future. NTRAC will make a one time "starter pack" purchase of blades for each scope. This will include 2 adult and 2 pediatric blades for a total of 224 blades. Roy Koetter made a motion to approve starter pack purchase with a second from Kim Stringfellow. Motion approved without opposition.

c. **DSHS:** Not present.

d. **Executive Director:** Melissa Whitelaw discussed upcoming RAC executive director's meeting that will outline the future of the RACs. Melissa also discussed the need to have needs assessments returned.

5. Committee Reports:

a. **Trauma Coordinators:** Not present

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

c. **PIE:** Laura Pressler relayed information on the upcoming NTRAC Conference. We still need a nominee for the organization award.

d. **CQI:** Robyn Wike will be developing a CQI study on spinal packing. She is still working on a way to allow data sharing between EMS agencies without violating HIPPA.

e. **Pediatrics:** Nothing to report.

f. **Air Medical:** Roger Ritchie reminded that there will be a PALS class on February 11th and 12th. PHTLS class is possible for the beginning of March. Also, Air Evac needs transfers. Being put on standby will also count towards their numbers. We need to protect our air medical services in Wichita Falls.

- g. Acute Care:** April Coxon reported that the neurologist group is discussing care for stroke patients that do not receive tPA. She also reported a possible chest pain and heart failure summit for summer 2014. She discussed the need to focus on patients with chronic conditions to keep the number of readmissions down. One solution might be a community paramedic program.
- h. EMTF:** Ryan Matthews brought up an opportunity to take an Ambulance Staging Manager course on February 18th and 19th in Galveston, TX. Melissa Whitelaw will send out information email to the EMS group.

6. Old Business

- a. EZIO Program:** SOP supports both pre-hospital and hospital needle replacements.

7. New Business:

- a. LPG Ideas:** Multi Casualty Incident education and supplies.
- b. 2014 Needs Assessments:** So far, only 7 have been returned.
- c. Vote on New Treasurer:** Roy Koetter has accepted the position of NTRAC treasurer.

- 8. Action items:** Kim Stringfellow brought up some confusion relating to out of hospital DNR. A card will be made to display the correct forms of DNR identification.

9. Announcements:

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

- 10. Adjourn @ 3:27 PM.** Kim Stringfellow made a motion to adjourn with a second from Laura Pressler. Motion approved without opposition.