

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)

GENERAL MEMBERSHIP MINUTES

October 2nd, 2014

Start of meeting: 5:45pm



Presentation: None

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 August minutes

August minutes were reviewed. Jacky Betts made a motion to accept the minutes with a second from Len Nauman. Motion approved without opposition.

3. Financial Report

Roy Koetter presented the financial report: Money market account has a balance of \$180,821.39 and the checking account a balance of \$23,594.40. Expenses approved included:

Vidacare	EZIO	\$3,308.14
OnLine Tech	CQI web hosting fees	\$168.00
Lou Schafer	Distracted driving travel	\$95.20
Bound Tree	Laerdal Airway Trainer	\$1,909.99

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 Roger Ritchie. Motion approved without opposition.

4. Executive Reports

a. **MEO:** Not present.

b. **Chair:** Kenny Hoffman reported on Ebola situation. Currently one patient being treated in Dallas. There will be travel questions added to 911 dispatch. Priority Echo will be used to indicate a possible Ebola case.

c. **DSHS:** Jerry Bradshaw reminded members about the upcoming EMS conference in November. Also reported that inspections will now be done on tablets versus paper.

- d. **Executive Director:** Melissa Whitelaw went over end of year reports. She also went over attendance dues and needs assessment sheets.

5. Committee Reports

- a. **Trauma Coordinators:** Joy Henry spoke about upcoming surveys.
- b. **PHEMS:** Kade Long spoke about an upcoming TEEEX class in November. They are still waiting on outstanding tax returns to be completed.
- c. **PIE:** Laura Pressler reported that there will be an upcoming teleconference on November 13th for physicians, nurses and allied personnel. It will be 14 hours of CNE. Recently completed another car seat event in which 80 seats were inspected. Another reminder to contact high schools in your area for a distracted driving demonstration.
- d. **CQI:** SNAP program is live as of October 2nd, 2014. Training will be coming soon.
- e. **Pediatrics:** Not present
- f. **Air Medical:** Roger Ritchie reported that Air Evac has been offering regular CE classes. Please contact Roger if you'd like to sign up for a class or set a new one up. Also, make sure to early activate.
- g. **Acute Care:** Not present.
- h. **EMTF/HPP:** Expected to attend December meeting.

6. Old Business

- a. **SNAP Update:** See CQI report.

7. New Business:

- a. **Bylaws:** No changes recommended.

b. EMS County Assistance: Melissa Whitelaw will issue a reminder statement and breakdown of pass through (EMS-County Assistance) monies to all eligible providers on September 1st. She will review this again at the April PHEMS meeting and send a final reminder June 1st. All receipts and contracts must be in by June 15th. Those entities not in compliance shall forfeit their monies to the other entities in the county. If there is only one entity in that county the monies shall forfeit back to the state.

8. Announcements:

Next PIE/Finance	December 4th, 2014 at noon
Next Executive Board	December 4th, 2014 at 1:00 PM
Next General Membership	December 4th, 2014 at 5:45 PM

9. Adjourn @ 6:13PM.

Len Nauman made a motion to adjourn with a second from Bill Sokora. Motion approved without opposition.