

# NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)

## EXECUTIVE BOARD MEETING

August 6th, 2015

1:00PM

United Regional, Hardeman Room



### 1. Signed In

Kim Stringfellow, United Regional  
Melissa Whitelaw, NTRAC  
Roger Ritchie, Air Medical  
Kenny Hoffman, AMR  
Joy Henry, Faith Community Hospital  
Jacky Betts, United Regional  
Todd Mudd, WFFD  
Jerry Bradshaw, DSHS  
Bill Sokora, Archer City Ambulance  
Ryan Matthews, Trans Star  
Laura Pressler, United Regional  
Foster Simmons, PK West  
Roy Koetter, Windthorst VFD  
Craig Berend, Windthorst VFD

### 2. Review of June Minutes

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

### 3. Financial Report

Melissa Whitelaw presented the financial report. The money market account had a balance of \$155,648.11 and the checking account had \$14,770.11. Expenses approved include the following:

End of year spending meeting held on 8/25/2015.  
Report available upon request.

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

Foster Simmons made a motion to accept financial report with a second from Bruce Sutton. Motion approved without opposition.

### 4. Executive Reports

a. **MEO:** Not present. Nothing to report.

- b. **Chair:** Kenny Hoffman had nothing to report.
- c. **DSHS:** Jerry Bradshaw reported that LPG's were currently in Austin.
- d. **Executive Director:** Melissa Whitelaw asked for boards input on changing storage facilities to a larger unit. Board agreed to new unit. Spoke about a delay in the tobacco funding. Projected date is 10/15/2015.

## 5. Committee Reports:

- a. **Trauma Coordinators:** Joy Henry had nothing to report.
- b. **PHEMS:** See general membership minutes.
- c. **PIE:** Laura Pressler informed membership of an upcoming car seat event in Graham on 8/8/2015. There will also be a child passenger safety event on 9/19/2015. She is also working on getting a certified car seat technician in each Wichita Falls fire department.
- d. **CQI:** Nothing to report.
- e. **Pediatrics:** Lou Schafer was not present. She was attending Ebola training at Emory. Please contact Laura Pressler for Broselow tapes.
- f. **Air Medical:** Roger Ritchie reported that Air Evac will teach a PALS and ACLS courses in Seymour. Air Evac will cover every rider participating in the HH100 as an active member. Remember to early activate.
- g. **Acute Care:** Not present
- h. **EMTF:** Ryan Matthews spoke about the HH100. Burkburnett will be getting an MMU. This will provide 2 medical units. One will be located at the start/finish line. The main unit will be open for display from 6pm to 10pm on 8/27/2015. It is located on the east side of KYC.

## 6. Old Business

- a. **SNAP Presentation:** Ryan Matthews gave install disc and key to each that was present for the earlier SNAP training. Ryan has already converted EZIO and scope forms.

**7. New Business:**

- a. Bylaws review and prep for Oct meeting:** Foster Simmons will accept suggestions for changes to present at the Oct meeting.
- b. Nominate Executive Board Officers:** Kim Stringfellow is the chairperson. Roger Ritchie is the vice chair. Jacky Betts will be the treasurer and Laura Pressler will remain the secretary.
- c. Finalize contract spending:** There is still no tobacco contract.
- d. Trauma Plan Review:** Kim Stringfellow will look over and make suggestions at October meeting.
- e. Executive Director review:**

**8. Action items:**

- a. Vote on budget:** Budget will remain the same as last years. Kim Stringfellow made a motion to approve with a second from Jacky Betts. Motion approved with no opposition.
- b. Ratify group representatives:** See website
- c. Vote on executive board:** Motion approved with no opposition.
- d. Vote on TETAF representatives:** Kim Stringfellow – Trauma rep. Laura Pressler/Lou Schafer Injury prevention/pediatrics. Roger Ritchie RAC rep. Bill Sokora EMS. Motion approved with no opposition.

**9. Announcements:**

Next PIE/Finance	October 1st, 2015 at noon
Next Executive Board	October 1st, 2015 at 1:00 PM
Next General Membership	October 1st, 2015 at 5:45 PM

- 10. Adjourn @ 2:31 PM.** Kenny Hoffman made a motion to adjourn with a second from Foster Simmons. Motion approved without opposition.