

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)

GENERAL MEMBERSHIP MINUTES

August 6th, 2015

Start of meeting: 5:45pm



Presentation:

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 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:

Special end of year spending meeting called for 8/25/2015

End of year 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.

b. **Chair:** Kenny Hoffman spoke about disaster tag management training on 8/14/2015. The training will be held at 1pm at the training center located at 710 Flood Street in Wichita Falls.

c. **DSHS:** Not present.

- d. **Executive Director:** Melissa Whitelaw spoke about end of year spending. She also passed out NTRAC dues invoices and needs assessment forms for FY2016.

5. Committee Reports

- a. **Trauma Coordinators:** Joy Henry reported on the trauma registry. Talked about the success of the recent training held by DSHS.
- b. **PHEMS:** Foster Simmons reported on DSHS surveys. They have made a shift from technical assistance surveys to compliance surveys. They are also working on developing pre-hospital best practices for our region.
- 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:** SNAP is now running and will be utilized to conduct NTRAC surveys.
- 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. Working on recertification for cardiac/heart failure.
- h. **EMTF/HPP:** 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 */27/2015. It is located on the east side of KYC.

6. Old Business

7. New Business

8. Action Items:

- a. Approval of entity group representatives:** Mike Hall made a motion to accept with a second from Bill Sokora. Motion approved with no opposition.
- b. Approval of executive board officers:** Foster Simmons made a motion to accept officers with a second from Bruce Sutton. Motion approved with no opposition.
- c. Approval of TETAF representatives:** Foster Simmons made a motion to accept with a second from Ryan Matthews. Motion approved with no opposition.

9. Announcements: Kelley Hudson invited membership to come to Graham's health fair on 8/8/2015. Men can receive free PSA test. There will also be blood donations.

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 5:30 PM

10. Adjourn @ 6:13.

Mike Hall made a motion to adjourn with a second from Kelley Hudson. Motion approved without opposition.