

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



GENERAL MEMBERSHIP MINUTES

October 1st, 2015

Start of meeting: 5:30pm

Presentation:

1. Call to order:

Kim Stringfellow called meeting to order at 5:30 pm and reminded all attendees to sign the NTRAC sign in sheet at the close of the meeting.

2. Review of August minutes

Foster Simmons made a motion to accept the minutes with a second from Kenny Hoffman. Motion approved without opposition.

3. Financial Report

Melissa Whitelaw presented the financial report. The money market account had a balance of \$74,078.03 and the checking account had \$6,364.01.

Expenses approved include the following:

No spending approved due to delay of state contracts.

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

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

4. Executive Reports

a. **MEO:** Not present.

b. **Chair:** Kim Stringfellow reported on upcoming TETAF conference call. Kim will review the trauma system plan and have it ready for approval by the December meeting.

c. **DSHS:** Not present.

- d. **Executive Director:** Melissa Whitelaw spoke about delay on the tobacco contract. She also reminded membership that dues and needs assessments were due.

5. Committee Reports

- a. **Trauma Coordinators:** Joy Henry relayed that the trauma coordinators reviewed trauma q&a from across the nation. She also reported that Faith Community is in its new location on Chisolm Trail.
- b. **PHEMS:** They will empty PHEMS equipment from NTRAC storage unit. SIM manikin went to Windthorst VFD for training. EMS trauma plan has parts that need to be rewritten.
- c. **PIE:** Laura Pressler will be attending a state injury prevention conference. She spoke about the car fit senior driving program. The car seat program with the WFFD will move ahead. Training classes will be Feb 29-Mar 4 and Mar 7-11. The NTRAC trauma conference will be March 12th.
- d. **CQI:** Trauma Plan to be reviewed. All NTRAC forms will be moved to SNAP. This will include the hemorrhagic protocols.
- e. **Pediatrics:** Laura Pressler described the Period of Purple Crying program. It is a program designed to educate parents on the time in a baby's life when they cry the most and are at most risk for abuse.
- f. **Air Medical:** Roger Ritchie reported that Air Evac will teach a PALS and ACLS for WFFD. Contact Roger if you need classes. Card classes have a fee and CE classes are free. If you need the helicopter for any upcoming events just let Roger know. As always, early activate.
- g. **Acute Care:** Not present.
- h. **EMTF/HPP:** HH100 went well. MMU's in Burk and the finish line took approximately 4 hours to put up and 4 hours to take down. Texas State National Guard helped with set up and breakdown; 15-20 people were needed for the task.

6. Old Business

7. New Business

- a. **Bylaws Review** - Foster presented no changes to the bylaws. Approved by board. Bylaws will be reviewed again in October 2016.

8. Action Items:

9. Announcements:

Next Executive Board	December 3rd, 2015 at 1:00 PM
Next General Membership	December 3rd, 2015 at 5:45 PM

10. Adjourn @ 6:39.

Foster Simmons made a motion to adjourn with a second from Mike Hall. Motion approved without opposition.