

# NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



## EXECUTIVE BOARD MEETING

April 5th, 2018

1:00PM

United Regional, Wichita Room 4

### 1. Signed In

Melissa Whitelaw, NTRAC  
Roger Ritchie, Air Evac  
Lauren O'Neal, Hardeman County Memorial  
Foster Simmons, PK West  
Mark Hale, Windthorst VFD  
Kim Stringfellow, United Regional  
Kenny Hoffman, AMR  
Laura Pressler, United Regional  
Rusty Sheppard, WFFD  
Lou Schafer, United Regional  
Josh Miller, Seymour Hospital

### 2. Review of February Minutes

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

### 3. Financial Report

Melissa Whitelaw presented the financial report. Money market account has a balance of \$233,797.51 and the checking account has a balance of \$10,399.01. Kim Stringfellow made a motion to approve the financial report with a second from Lauren O'Neal. Motion approved without opposition.

Expenses for consideration include:

SNAP Surveys	CQI Survey Tool	\$1,750.00
RAC Trauma Conference	Venue and catering	\$1,300.00
Crane West	Web host fees	\$285.00
TETAF	Membership renewal	\$900.00
Hardeman Co Mem Hosp	2 TNCC	\$550.00

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

Foster Simmons made a motion to approve expenses with a second from Lou Schafer. Motion approved without opposition.

### 4. Executive Reports

a. MEO: Not present.

- b. **Chair:** Nothing to report.
- c. **DSHS:** New representative out of Abilene is Andrew Cargyle.
- d. **Executive Director:** Melissa Whitelaw spoke about restoration of tobacco funds for the next 2 years to approximately \$74,000. Also spoke about needing a spending plan for the LPG in the amount of \$11,858.00. Vote on restoring previous reimbursement amounts for equipment requests from \$500 to \$750, education reimbursements from \$500 to \$750 and number of classes covered per entity from 3 to 4. Kim Stringfellow made a motion to approve with a second Kenny Hoffman. Motion approved without opposition.

**5. Subcommittee Discussion: See General Membership Minutes for Details.**

**6. Announcements:**

CQI	June 7th, 2018 at 12:30 PM
PIE	June 7th, 2018 at 12:30 PM
Executive Board	June 7th, 2018 at 1:00 PM
HCC	June 7th, 2018 at 2:30 PM
NORTEX	June 7th, 2018 at 4:00 PM
Trauma Co/Acute Care/Neonatal	June 7th, 2018 at 4:30 PM
General Membership	June 7th, 2018 at 5:30 PM

All meetings are located in Wichita Rooms 2-4 (2<sup>nd</sup> floor) except Trauma Coordinators in the Wilbarger Room (2<sup>nd</sup> floor).

- 7. **Adjourn @ 1:34 PM.** Lou Schafer made a motion to adjourn with a second from Mark Hale. Motion approved without opposition.