

NORTH TEXAS REGIONAL ADVISORY COUNCIL (NTRAC-C)



GENERAL MEMBERSHIP MINUTES

August 1st, 2019

Start of meeting: 5:30pm

1. Call to order:

Roger Ritchie called meeting to order at 5:30 pm and reminded all attendees to sign the NTRAC sign in sheet.

2. Review of June minutes

Mike Hall made a motion to accept the minutes with a second from Joel Moore. Motion approved without opposition.

3. Financial Report

Melissa Whitelaw presented the financial report. Money market account has a balance of \$285,264.96 and the checking account has a balance of \$51,519.52. EMS RAC funds totaling \$26,038 have been exhausted. NTRAC has spent \$21,389.47 out of \$57,148 for the Systems Development contract leaving a balance of \$35,758.53. The EMS/County fund has also been expended. Mike Hall made a motion to approve the financial report with a second from Kelley Hudson. Motion approved without opposition.

Expenses for consideration include:

Madison Dishman	RN reimbursement	\$750.00
Electra MH	Education reimbursement	\$1580.00
Electra MH	Equipment reimbursement	\$750.00
Olney EMS	Equipment reimbursement	\$892.99
Faith Comm Hospital	Education reimbursement	\$2440.00
Petrolia VFD	Equipment reimbursement	\$192.99
Clay County MH EMS	Equipment reimbursement	\$571.08
Archer City Ambulance	Equipment reimbursement	\$567.94
Clay County FRO	Equipment reimbursement	\$754.79
Crane West	Web hosting fees	\$285.00

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

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

4. Executive Reports

- a. **Chair:** Roger Ritchie announced that this was his last meeting as chair and Kim Stringfellow would be the new chair. He also reminded the membership that dues and needs assessments are due September 1st. Forms can be found at ntrac.org under quick docs.
- b. **Executive Director:** Melissa Whitelaw spoke about the issue with spine boards at United Regional. The RAC needs to purchase 2 new sheds for clean and dirty back boards. Air Evac will clean the boards once a week and AMR will pick up backboards once a week to store at AMR. Melissa also spoke about the closure of Chillicothe hospital. They did not have any RAC equipment that was under inventory management. She also informed the board that a bill has passes requiring all schools to have a STB station and required training by January 1, 2020.

5. Committee Reports

- a. **Trauma Coordinators:** Please see minutes posted on the ntrac.org calendar or under quick docs.
- b. **PHEMS:** See NORTEX minutes at ntrac.org.
- c. **PIE:** Laura Pressler reiterated that a bill has passed requiring all schools to have a STB station and required training by January 1, 2020. Please contact her if a school in your area requires this training.
- d. **CQI:** Please see CQI minutes.
- e. **Pediatrics:** Nothing to report.
- f. **Neonatal:** DSHS is working on new rules.
- g. **Maternal:** See minutes posted on the ntrac.org calendar or under quick docs
- h. **Air Medical:** Roger Ritchie wanted to remind everyone that all classes available are listed on ntrac.org.
- i. **Acute Care:** Stroke rules are expected to be released September 10, 2019
- j. **EMTF:** Nothing to report.

k. **HCC:** Shane Comer will be going to Chillicothe Hospital to pick up all HCC items being utilized or stored there. He will redistribute the assets through out the region. Jeff Miller will be stepping down as the HCC representative. He will be replaced by Fernando Tezaquic.

6. New Business

a. **Bylaws are open for review:** Please submit any recommendations to Foster Simmons, Kim Stringfellow or Melissa Whitelaw for the October meeting.

b. **New board and group representatives:** Please see ntrac.org under the about tab for a complete list of board and group representatives.

7. Action Items:

a. **Vote on FY19/20 budget:** John Perez made a motion to accept the proposed budget with a second from Leslie Mitschke. Motion approved without opposition.

8. Meeting Announcements:

Roger Ritchie announced that Brian Deason was selected as Region 5 Paramedic of the Year. Congratulations Brian!!!

Next NTRAC CQI, PIE, Finance, Executive Board, HCC, NORTEX and General Membership meetings will be on October 3rd, 2019 at United Regional in the Hardeman Room (basement). Trauma Coordinators/Acute Care/ Neonatal/Maternal meeting will be held at United Regional in the Wilbarger Room (second floor).

CQI	October 3rd, 2019 at 12:30 PM
PIE	October 3rd, 2019 at 12:30 PM
Executive Board	October 3rd, 2019 at 1:00 PM
HCC	October 3rd, 2019 at 2:30 PM
NORTEX	October 3rd, 2019 at 4:00 PM
TC/Acute Care/Neonatal/Maternal	October 3rd, 2019 at 4:30 PM
General Membership	October 3rd, 2019 at 5:30 PM

9. Adjourn @ 6:21.

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