

NORTH TEXAS REGIONAL ADVISORY COUNCIL (TSA-C)



Executive Board Minutes
June 2nd, 2022
Start of meeting: 1:00 PM
United Regional, Wichita Room (2nd floor)

1. Attendance

Sam Vance, Texas EMS for Children
Sally Snow, Texas EMS for Children
Debbie Self, Teleflex
Kenny Hoffman, AMR
Nick Long, Vernon College
Shane Comer, HCC
Enoc Espinoza, Graham RMC
Bobby Hadderton, Graham/Young Co EMS
Jacky Betts, United Regional
Kim Stringfellow, United Regional
Roger Ritchie, Air Evac
Laura Pressler, United Regional
Tom Wright, Olney EMS
Melissa Whitelaw, NTRAC

2. Review of April minutes

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

3. Financial Report

Melissa Whitelaw presented the financial report. The money market account has a balance of \$300,465.99 and the checking account has a balance of \$6,6461.17. EMS RAC funds began with \$41,267. \$40,962.84 has been expended on payroll and rent leaving a balance of \$304.16. EMS County funds began with \$126,385.00 and all funds are remaining. RAC Systems Development began with \$75,429.90; \$8,468.56 has been spent on administrative costs and \$35,347.67 has been spent on program costs leaving a balance of \$31,613.67. Nick Long made a motion to approve the financial report with a second from Bobby Hadderton. Motion approved without opposition.

Expenses for consideration include:

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|---------------------|------------------|----------|
| Jeremy Allen (GRMC) | RN reimbursement | \$750.00 |
| Shayna Carlin | RN reimbursement | \$750.00 |

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| GRMC | 1 TNCC, 1 ENPC | \$550.00 |
| Electra MH | 11 ACLS, 2 PALS, 2 ENPC | \$940.00 |
| Friberg-Cooper VFD | Refurbished AED | \$695.00 |
| RAC wide EVE project | equipment | \$8,620.00 |

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

Enoc Espinoza made a motion to approve expenses with a second from Laura Pressler. Motion approved without opposition.

4. Executive Reports

- a. **Chair:** Kenny Hoffman Spoke about EVE training. It is a 2 day class totaling 16 hours. Will only cost \$15.00 for certification card. An 8 hour refresher course is required every couple of years. Kenny and EVE representatives are working on a hybrid of education modules and in person for the physical training.
- b. **Executive Director:** Melissa Whitelaw has completed the April and May DSHS contract deliverables. New dues invoices and needs assessments are available on the website and are due by September 1st, 2022. She will mail out invoices by the end of June. New contract amounts for FY22-23 are EMS/RAC \$40,925; RAC Systems Dev. \$73,276 and RAC/CO \$131,463. We have approximately \$2,500 less than last contract. Due to the repeal of the Driver's Responsibility Act, there will be a 20% reduction in 5111 funds. These funds are part of the funding stream for EMS/CO and EMS/RAC. The funds are also used for uncompensated trauma funds, and it is still unclear where these cuts will take place. We should start to see a reduction in the FY23-24 contract or trauma funds. NTRAC has \$149,000 in unrestricted monies. Melissa Whitelaw would like to move these monies to a different bank to ensure that all monies are FDIC insured. The state has stopped making quarterly deposits and this leaves us with a much larger balance than previous contracts. Enoc Espinoza made a motion to approve transfer of funds with a second from Tom Wright. Motion approved without opposition.
- c. **Texas EMS for Children –** Sam Vance and Sally Snow spoke about the Pediatric Readiness Program. Sally stated that every hospital needs at least 2 pediatric champions, one nurse and one physician is preferable. Every hospital's disaster plan should include children. Sally also brought up imagegently.org which helps reduce radiation exposure for children.

5. New Business

- a. Bylaws Recommendations** - Melissa Whitelaw recommends including committee participation in NTRAC good standing requirements (Article 3 Section 3) Need new bylaws chair and committee members. Possible raising of dues from \$200 to \$400 and \$50 to \$100. (Article 7 Section 2). Change 2 signatures from 2 executive board officers to ED and treasurer unless treasurer is unavailable and then another executive board member may sign. (Article 9 Section 2)

6. Old Business

- a. Wristband Project** – Where are we at with the wristband # field? Melissa Whitelaw will be handing out wristbands to all EMS agencies at the August meeting.

7. Announcements:

Next NTRAC CQI, PIE, Finance, Executive Board, HCC, NORTEX EMS, Trauma Coordinators/Acute Care/Neonatal/Maternal and General Membership meetings will be on August 4th. Time and location TBD.

8. Adjourn @ 2:34 PM.

Jacky Betts made a motion to adjourn with a second from Tom Wright. Motion approved without opposition.