

NORTH TEXAS REGIONAL ADVISORY COUNCIL (TSA-C)



**General Membership Meeting Minutes
August 4th, 2022
Start of meeting: 5:30 PM
United Regional, Hardeman Room
(basement)**

- 1. Sign In**
- 2. Dr. Pankonien, ETLIS Course**
- 3. Review of June minutes**

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

4. Financial Report

Melissa Whitelaw presented the financial report. The money market account has a balance of \$150,576.46 and the checking account has a balance of \$49,102.76. EMS RAC funds began with \$41,267. All funds have been expended on payroll and rent. EMS County funds began with \$126,385.00; all funds have been cut with \$37,227.00 left to clear bank. RAC Systems Development began with \$75,429.90; \$9,839.50 has been spent on administrative costs and \$51,169.26 has been spent on program costs leaving a balance of \$14,421.14. Mike Hall made a motion to approve the financial report with a second from Jacky Betts. Motion approved without opposition.

Expenses approved include:

B. Leverett (EMH)	RN reimbursement	\$750.00
B. Willeford (EMH)	RN reimbursement	\$750.00
Clay County MH	Education reimb.	\$890.00
Laura Pressler	STB travel reimb.	\$125.63
Three Rivers Amb.	2 digital stethoscopes	\$658.00

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

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

5. Executive Reports

- a. **Chair:** Kenny Hoffman reported that AMR is working on an active shooter exercise. There will be a table top on the availability of resources that will include transportation of 20 critical patients. Also, the EVE equipment has come in and classes will be starting in October.
- b. **Executive Director:** Melissa Whitelaw has completed the June and July DSHS contract deliverables. New dues invoices and needs assessments are available on the website and are due by September 1st, 2022. 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. Melissa has moved to full time at the post office. Discuss ability to stay at 30 hours per week.

6. Committee Reports

- a. **Trauma Coordinators-** Jacky Betts stated the group went over general trauma survey information.
- b. **PHEMS-** MW Stripling reported that wristbands were handed out. The group went over available information on the SB 8 contract. Melissa Whitelaw is waiting for an application and play book from the state SB 8 committee. She will email out to the providers as soon as it's available.
- c. **PIE-** Laura Pressler spoke about active shooter drills and STB training. STB training in schools is a yearly requirement. We need to be proactive and reach out to our schools to offer training. These schools are being taken advantage of by outside trainers that are charging large amounts of money for something we will do for free. Laura is looking for numbers on how many car seat technicians are in each county. Please email Laura or Melissa with those numbers. Don't forget that the RAC has 100 STB kits that were put together just before COVID.
- d. **CQI-** Please see CQI minutes for full report. Note that TOR protocols are posted on the website under quick docs.
- e. **Pediatrics-** Broselow tapes and infusion guides have come in and have been distributed by Melissa Whitelaw.

- f. **Neonatal/Maternal-** The statewide TCHMB neonatal group is championing a project on pre-eclampsia. They have also noticed significant numbers of COVID in post-partum patients. Laura Pressler asked the providers if they knew where their infant car beds were for transportation. Email Laura Pressler or Melissa Whitelaw if you can not find your infant car bed. This is part of the Pediatric Readiness survey.
- g. **Air Medical-** Roger Ritchie announced that Brian Deason will be transferring to be the regional education director for Air Evac. Please send Roger any of your education needs.
- h. **Acute Care-** The region should be running stroke and cardiac drills. This will help with early activation.
- i. **EMTF-** No longer helping with HH100. Shane reported that there was a suggestion to place the starting line medical tent facing east/west versus the previous north/south orientation.
- j. **HCC-** Shane Comer reported on an upcoming exercise in December. There will be 3 more scheduled for spring as mandated by ASPER.

7. New Business

- a. **Bylaws Review and approval** – Suggested and approved changes
 - i. Add HCC to Article 1, Section 3, B
 - ii. Add participation with a 60% attendance rate to Article 3, Section 3, B
 - iii. Add participation in CQI process to Article 3, Section 3, D
 - iv. Add Neonatal Nurse Provider and HCC to Article 4, Section 1, B
 - v. Add Neonatal representative and HCC to Article 4, Section 2, B, 1
 - 1. Waive dues for HCC representatives
 - vi. Change time of meeting from set time to will be published in agenda in Article 4, Section 3, D
 - vii. Remove fax from called meetings in Article 4, Section 3, E
 - viii. Change participation requirements from 50% to 60% in Article 4, Section 5, A
 - ix. Add Neonatal to Pediatric Committee in Article 7, Section 1, G
 - x. Add HCC to Article 7, Section 1, J

- xi. Change committee members from 6 to 5 in Article 7, Section 2, A
- xii. Remove fax from Article 7, Section 2, F
- xiii. Add treasurer to Article 9, section 1, B xiv. Add Executive Director and other Executive Board member to Article 9, Section 2, A

Mike Hall made a motion to approve changes to bylaws with a second from Roger Ritchie. Motion approved with no opposition.

- b. **SB8 funding** - The SB 8 state committee is still working on the application and play book. Melissa will forward on to the providers as soon as these are received.
- c. **EOY spending** - After approval of all requested expenditures the board approved the purchase of more king vision blades, EZ IO needles, STB kits and bookshelves for the RAC office. These purchases will complete the FY21/22 contract.
- d. **FY 22/23 budget** - Melissa Whitelaw posted the proposed budget to the RAC website and sent out to the board and membership for review. The budget was approved as proposed by the executive board. A motion was made by Kelly Hudson with a second from Robert Montgomery. Motion approved with no opposition.

8. Old Business

- a. **Wristband Project** – Melissa Whitelaw handed out wristbands at the providers meeting and will give Jacky Betts wristbands to hand out to the hospitals at the trauma coordinator meeting.

9. Announcements:

Next NTRAC CQI, PIE, Finance, Executive Board, HCC, NORTEX EMS, Trauma Coordinators/Acute Care/Neonatal/Maternal and General Membership meetings will be on October 6th. Time and location TBD.

10. Adjourn @ 6:34 PM.

Bobby Hadderton made a motion to adjourn with a second from Joel Moore. Motion approved without opposition.

August 4th NTRAC Meeting Attendance

Mike Hall, CCMH EMS

Robert Montgomery, CCMH EMS

Leslie Mitschke, Three Rivers Ambulance

Laura Pressler, URHCS

Kenny Hoffman, AMR

Jacky Betts, URHCS

Bobby Hadderton, Graham/Young Co EMS

John Perez, Vernon Fire/EMS and Tri Med Ambulance

Lisa Johnson, CCMH

Len Nauman, Burkburnett VFD

Lisa Richards, ARE VFD

Christina Rodgers, EMH

Pete Wolf, Air Evac

Administrator for Archer City

Tom Wright, Olney/Young Co EMS

Mark Hale, Windthorst VFD

Roger Ritchie, Air Evac

Joel Moore, Bowie FD/EMS

Kyle Ogden, Saint Jo

Shane Comer, HCC

Keith Tressler, WFFD

Becca Fetzer, Wichita West VFD

Kennan Fleming, Nocona EMS

Sarajane Rushing, WGH

Courtney Curtner, FCH

Brandi Bennett, FCH

Crystal White, WGH

Stacy Baker, GRMC

Corrie Holcomb, NGH

Kim Monday, NGH

Caly Hamersly, HCMH