BOARD OF DIRECTORS MEETING MINUTES

Date & Time: 11 March 2025

Location: 600 Six Flags Drive OR Virtual via Zoom

Meeting Leader (Chair): Bill Bonny

Meeting Scribe: Helen Oberbeck

Quorum: Yes

- Attendance documentation attached

NCTRAC
NORTH CENTRAL TEXAS
TRAUMA REGIONAL ADVISORY COUNCIL

Agenda	Discussion	Action Plan	Responsible Individual	Targeted Completion / Next Step
Call to Order, Welcome, Announcements (Quorum = 8)	The March Board of Directors meeting was conducted in person at 600 Six Flags Drive and virtually via Zoom. Mr. Bill Bonny called the meeting to order at 10:01 A.M. Quorum was confirmed and announced. Mr. Rick Antonisse thanked the Board members who were in attendance and gave a reminder of the FY25 Board of Directors attendance policies summary & highlighted that the next designated in-person BoD meeting is 4/8/2025.			
Chair's Report: Recognition	None to report.			
Chair's Report: Executive Committee of the Board of Directors Update	Mr. Bill Bonny summarized the Executive Committee meeting, noting discussion related to upcoming board items that will be presented in today's Board meeting. He highlighted that the Executive Committee formally accepted the letter of resignation from Mr. Rick Antonisse effective July 1st, 2025. Effective April 1st, 2025 the transition of the delegated role of the Acting Delegated Role of Executive Director will go to Mr. Jim Dickerson through the end of June 2025. Effective July 1st, 2025, Mr. Rick Antonisse will be in full retirement and Mr. Jim Dickerson will assume the Executive Director position.			

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Chair's Report: Board Ratifications	Mr. Bill Bonny announced one item for Board ratification: - Cardiac Chair Elect Chassadie Reynolds, Medical City Arlington	Motion to accept and ratify the one ratification put forth by Dr. Skipper Bertrand and Seconded by Dr. Bappaditya Ray. Motion carried.		
Chair's Report: TETAF Update	Mr. Bill Bonny gave a brief overview of TETAF noting that the Board met and will continue a watchful eye over the legislative session and priorities.			
Chair's Report: Pulsara Utilization Workgroup Update	Mr. Jacob Seil gave an update for the Regional Pulsara Utilization Workgroup. He reported that the next meeting is scheduled for March 20, 2025 and the purpose of that meeting will be to refine the recommendation to the Board to make daily use of Pulsara as a RAC Active Participation requirement.			
Financial Reports: Treasurer's Report	Ms. Rachal Bracker stated she reviewed the financials for the Fiscal Year ending January 31st 2025. Ms. Kimmie Tran provided the Financial Report as of December 31st, 2024 noting no significant changes to the balance sheet.	Motion to accept the Treasurer's Report by Mr. John Phillips and Seconded by Dr. Skipper Bertrand. Motion carried.	Board of Directors	Complete
Financial Reports: Compliance & Accountability	Ms. Kimmie Tran provided an overview on the Finance Accountability Scorecard. She reported that the FY2024 Financial Audit is still delayed due to staff turnover at the audit firm and a new manager specializing in non-profit will be assigned to resume our audit in mid-April.			
Financial Reports: Investment Update	Ms. Kimmie Tran presented an overview of the investment and high yield savings accounts with Raymond James as of the end of February 2025.			
Financial Reports: Exception to Policy	None to report.			

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Financial Reports: Unobligated Budget Request	Mr. Darian Shadd presented on behalf of EMTF-2 the request for unobligated budget funds to be used to purchase Challenge Coins for partners to show gratitude for their dedication and deployment.	Motion to approve the unobligated budget request on behalf of EMTF-2 for the amount of $1,575.00 by Ms. Rachel Bracker and Seconded by Mr. John Phills. Motion carried.	Board of Directors	Complete
Financial Reports: Other Items	Ms. Kimmie Tran presented the 2025 Consumer Price Index (CPI) and made a recommendation to the Bard to approve 2.8% increase across all categories for FY26 Membership Dues.	Motion to approve 2.8% increase across all categories by Dr. Bappaditya Ray and Seconded by Ms. Rachel Bracker. Motion carried.		
Consent/Action Agenda Items:	Mr. Rick Antonisse provided an overview of the March voting items as follows: • February Board of Directors Meeting Minutes • February REPC Meeting Minutes • NCTTRAC APOT Report Dashboard • Heart Safe Community Applications i. City of Colleyville ii. Town of Prosper • Other Action Items	Motion to accept the consent agenda items by Dr. Skipper Bertrand and Seconded by Dr. Bappaditya Ray. Motion carried.	Board of Directors	Complete
Executive Director's Report: Planning & Budgeting Session	Mr. Rick Antonisse provided an update about the Planning & Budgeting Session scheduled for April 8th, 2025, from 8:30 A.M. to 12:00 P.M. He encouraged in person attendance and reminded everyone that it will be a Virtual General Membership Meeting.			
Executive Director's Report: Staffing Update	Mr. Rick Antonisse provided an overview of staff changes highlighting that currently staff is undergoing some changes. He introduced Adrian Bautista as the new Information & Support Services Coordinator. He noted			

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	open vacancies and the modifications of Mr. Darian Shadd's position to the EMTF & Logistics Supervisor and Ms. Cristol Porter's new position of EMFT Reimbursement & Resources Coordinator.			
Executive Director's Report: Legislative/Funding Update	Mr. Rick Antonisse provided an overview of Legislative & Funding updates. He advised all funding sources from DSHS are endorsed as level funding going forward. He provided an overview of bills being reviewed by TETAFT.			
Executive Director's Report: Accountability & Performance	Mr. Jacob Seil gave a detailed overview of the NCTTRAC Accountability & Performance scorecard. He highlighted the progress made on the FY25 Accountability Scorecard, citing 12 of the 14 items that have been completed. Mr. Jacob Seil provided an overview of changes at the state level that directly impact NCTTRAC. He provided the update requirements for RACs to maintain virtual options for participation which will affect Board and Committee meetings. A revision of the Bylaws regarding attendance may be required.			
Dallas-Fort Worth Hospital Council Update	Mr. John Phillips provided a brief overview of the state priorities for DFW Hospital Council current legislative session.			
Emergency Healthcare Systems Reports:	Mr. Michael Cosentino provided an update on the work of the Air Medical Committee. Ms. Christina Gomez provided an update on the work of the Cardiac Committee. Ms. Elizabeth Pagan provided an update on the work of the ED OPs Committee. Mr. Matthew Baker provided an update on the work of the EMS Committee.			

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	Dr. Martin Weiss provided a detailed update on the work of the Stroke Committee. Dr. Robin Novakovic shared a patient safety concerned that was brough to her attention by multiple stroke physicians in our region, which prompted the Stroke Committee to create a recommendation to be endorsed by the Medical Directors to become a recommended "Best Practice." Mr. Bill Bonny made a proposal to endorse the recommendation to be delivered to the hospital C-Suites level. Mr. Jim Dickerson provided a detailed update on the current progress of the EMS Wall Time Work Group. Ms. Brenna McLain provide the EMS County Assistance update and thanked the agencies that donated to the EMS County Funds. Mr. Jim Dickerson provided an update on the RAC Self-Assessment and highlighted the completion of 15 of the 26 indicators to date. He advised that once all 26 indicators are complete, they will be brought to Board for final vote. Ms. Christina Gomez provided an update on the FY25 Upcoming EHS Education and Training courses.	 Motion to for endorsement of the Stroke Patient Safety Recommendation by Dr. Bappaditya Ray and Seconded by Mr. John Phillips. Motion carried.		
Preparedness and Response Reports: Preparedness Updates	Mr. Maurice Murray gave an update on the DSHS reporting of the measles outbreak. He also provided an overview of the 2026 World Cup. Mr. Maurice Murray provided an overview of MRSE, SMOC/HPP Functional Exercise, and the Final Planning Task Force Meeting.			

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Preparedness and Response Reports: Response/Activations	Mr. Maurice Murray proved an update on response and activations and Wildland Fire Support Deployments.			
Closing Comments, Next Meetings, & Adjourn	Mr. Bill Bonny provided closing remarks and an update on the upcoming meetings noting the following: - Next Abbreviated Board of Directors Meeting & Planning & Budgeting Session is Tuesday, **April 08, 2025** at 8:30 A.M. - Next Board of Directors Meeting is Tuesday, **May 13, 2025** at 10:00 A.M. The meeting was adjourned at 11:45 A.M.			

These minutes are an accurate record of the business conducted at the NCTTRAC Board of Directors Meeting held on Tuesday, March 11, 2025.

Secretary's Signature ______________________

Date ______________________

NAME	OFFICE / COMMITTEE	MEMBER ORGANIZATION	FY25 Monthly Atte						
			Sept*	Oct	Nov	Dec*	Jan	Feb	Mar
Bill Bonny	***Chair**	Prosper Fire Department	V	V	V	V		V	V
Danielle Sherar	***Chair Elect**	JPS Health Network	V	V	E	V		V	V
Nakia Rapier	**Secretary (thru 12/24)*	*Baylor University Medical Center*	V	O	V	V			
Philip Angelo	***Secretary (eff. 2/25)**	Baylor Scott & White Medical Center - Grapevine						E	V
Rachal Bracker	***Treasurer**	Texas Health Harris Methodist Fort Worth	V	V	V	V		O	V
Amy Atnip	**Immediate Past Chair**	Medical City Plano	N	N	E	N		E	N
Michael Cosentino	**Air Medical Chair**	Air Evac Lifeteam	V	E	V	V		O	O
Jeff Donson	***Air Medical Chair Elect***	CareFlite	A	V	A	A		A	A
Bethany Brunson	*Cardiac Chair (thru 12/24)*	*Crescent Medical Center Lancaster*	U	E	V	E			
Alison Fresh	**Cardiac Chair (eff. 2/25)**	Texas Health Arlington Memorial Hospital						U	O
Alison Fresh	***Cardiac Chair Elect (thru 1/25)***	Texas Health Arlington Memorial Hospital	A	A	A	A			
Chassadie Reynolds	***Cardiac Chair Elect (eff. 3/25)***	Medical City Arlington							A
Donald Tucker	*ED OPS Chair (thru 12/24)*	*Medical City Alliance*	V	V	V	V			
Jessica Lucio	**ED OPS Chair (eff. 2/25)**	Texas Health Hospital Mansfield						V	E
Jessica Lucio	***ED OPS Chair Elect (thru 12/24)***	Texas Health Hospital Mansfield	N	N	N	N			
VACANT	***ED OPS Chair Elect***	*VACANT*							
Kevin Sandifer	**EMS Chair**	Mansfield Fire Department	U	V	V	V		V	O
Matthew Baker	***EMS Chair Elect***	Cedar Hill Fire Department	V	A	N	N		N	N
Dr. Skipper Bertrand	**EMS Medical Directors Chair**	Baylor Scott & White Medical Center - Grapevine	V	E	V	V		V	V
Dr. Andrew Hogan	***EMS Medical Directors Chair Elect***	UT Southwestern Medical Center	E	E	A	N		N	O
John Phillips	**Hospital Executive - East**	Methodist Dallas Medical Center	E	E	O	O		E	V
Corey Wilson	**Hospital Executive - West**	Texas Health Harris Methodist Fort Worth	E	O	O	O		V	E
Natalie Carpenter	**Pediatric Chair**	Cook Children's Medical Center	E	V	V	O		V	E
Amy Tucker	***Pediatric Chair Elect***	Parkland Health	V	N	A	N		N	A
Dr. Suzanne Whitbourne	**Perinatal Chair**	Texas Health HEB	V	V	V	V		V	O
Dr. Heather Holmes	*Perinatal Chair Elect (thru 3/25)*	Medical City Dallas	A	N	A	A		A	A
Dr. Christina Chan	***Perinatal Chair Elect (eff. 4/25)***	Texas Health Presbyterian Hospital Dallas							
Stephan Epley	**REPC Chair**	Texas Health Harris Methodist Fort Worth	V	O	V	V		V	E
Brian Lugo	***REPC Chair Elect***	Baylor University Medical Center	N	N	N	A		N	A
Dr. Martin Weiss	**Stroke Chair**	Baylor University Medical Center	V	E	V	O		O	V
Dr. Bappatidya Ray	***Stroke Chair Elect***	Texas Health Presbyterian Hospital Dallas				N		N	N
Carolann Vinzant	**Trauma Chair**	Texas Health Presbyterian Hospital Dallas	V	E	E	V		V	V
Ann Quinlan	***Trauma Chair Elect***	Texas Health Resources Fort Worth	O	A	A	A		N	A

V	Attendee - Voting, In-person
O	Attendee - Voting, Online
N	Attending - Non Voting (e.g. Chair Elect)
E	Absent - Excused (Prior Notice Provided, Not Absent)
A	Absent - Not Required (Chair Elect, not required to attend)
U	Absent - Unexcused (No Notice Provided)

Excerpt from the NCTTRAC Bylaws

7.8 Board of Directors Attendance Policies

7.8.1 All Officers and Directors are required to attend all Board meetings. At a minimum, all Officers and Directors are required to attend at least 50% of all Board meetings regardless of excused absences.

7.8.1.1 It is preferred that at least 50% of the Board meetings that an Officer or Director attends be attended in-person.

7.8.1.2 All Officers and Directors are expected to attend the four General Membership meetings in-person. General Membership meeting dates for the upcoming Fiscal Year will be identified in the August Board of Directors meeting.

7.8.2 If an Officer or Director is unable to attend a Board meeting, they may request an excused absence. Excused absence requests should be conveyed to NCTTRAC Administration for review by the Executive Committee prior to the missed meeting.

7.8.2.1 If an Officer or Director has two consecutive excused absences, NCTTRAC Administration will bring the situation to the Executive Committee's attention for discussion and resolution.

7.8.3 In the event that a Committee Chair, in their role as a ratified Director on the NCTTRAC Board, is unable to attend a Board meeting, the Committee Chair Elect, also ratified as an Alternate Director, may attend in their place. The Committee Chair Elect's attendance will count as the Director's attendance for that Board meeting and will count towards Board attendance policies listed above.