BOARD OF DIRECTORS MEETING SESSION MINUTES

Date & Time: 10 June 2025

Location: 600 Six Flags Drive OR Virtual via Zoom

Meeting Leader (Secretary): Philip Angelo

Quorum: Yes

Meeting Scribe: Adrian Bautista

- 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 May Board of Directors Meeting was conducted in person at 600 Six Flags Drive and virtually via Zoom. Mr. Jim Dickerson called the meeting to order at 10:01 A.M. Quorum was confirmed and announced.			
Chair's Report: Recognition	None.			
Chair's Report: Executive Committee of the Board of Directors Update	Mr. Philip Angelo provided an update on the Executive Board of Directors meeting.			
Chair's Report: Approved by General Membership on June 6, 2025	Mr. Jim Dickerson announced two items have been approved by General Membership: - Regional Trauma System Plan - 2025 HCC-E Regional Response Plan	Complete		
Chair's Report: Board Ratifications	None.			
Chair's Report: TETAF Update	Mr. Jim Dickerson advised no notable updates on TETAF.			
Chair's Report: Pulsara Utilization Workgroup Update	Mr. Jacob Seil advised that the Pulsara Utilization Workgroup will be reaching out to partners to build out success stories on the use of Pulsara. Mr. Seil announced that the proposal to make Pulsara an active participation			

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	requirement will go to vote at the August General Membership Meeting.			
Financial Reports: Treasurer's Report	Ms. Rachal Bracker stated she reviewed the Financial Reports. Ms. Kimmie Tran provided the Financial Report as of April 30, 2025. She reviewed the Statement of Activities for HPP & EHS, advising of changes to the Financial Statement. Ms. Tran reviewed the Balance Sheet, advising no significant changes.	Motion to accept the Treasurer's Report by Ms. Jessica Lucio and Seconded by Mr. Kevin Sandifer. Motion carried.	Board of Directors	Complete
Financial Reports: Finance Report	Ms. Kimmie Tran reported on Compliance and Accountability, advising the deadline to submit the Single Audit to Texas Health and Human Services was extended due to findings delaying the filing of the 990 Form. Ms. Tran provided an overview of the Investment Update. Ms. Tran reported on the adoption of the De Minimis Indirect Cost Rate that was required by the state. Revisions to the Cost Allocation Plan were made to reflect the new rate. Ms. Tran reported on the FY26 Budget, elaborating on changes in funding and costs that will be reflected. Mr. Jim Dickerson provided the organization priorities and strategic objectives that resulted from the FY26 Planning & Budgeting Session.	Motion to accept the Cost Allocation Plan by Mr. Kevin Sandifer and Seconded by Mr. Micheal Consentino. Motion carried.	Board of Directors	Complete
Consent/Action Agenda Items:	Ms. Brenna McLain provided an overview the Rac Self Assessment and provided scores the RAC received. Mr. Jim Dickerson provided an overview of the June voting items as follows:			

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	• RAC Self-Assessment Indicator Scores • May Board of Directors Meeting Minutes • May REPC Meeting Minutes • FY25 Membership Approval (2) • FY26 REPC SOP • HCC-C Response Plan • HCC-D Response Plan • NCTTRAC Data Management Plan • Appendix B-1 EMS Acute Stroke Routing Resource Document - Urban • Appendix B-2 EMS Acute Stroke Routing Resource - Suburban • Appendix B-3 EMS Acute Stroke Routing Resource - Rural • Other Action Items	Motion to accept the consent agenda items by Mr. Kevin Sandifer and Seconded by Mr. Stephan Epley. Motion carried.	Board of Directors	Complete
Executive Director's Report: Staffing Update	Mr. Jim Dickerson provided a staff update. He noted the available positions.			
Executive Director's Report: Legislative/Funding Update	Mr. Jim Dickerson provided an overview of the contract extension with DSHS, and advised that they secured HPP funding until June 30, 2026.			
Executive Director's Report: Accountability & Performance (live)	Mr. Jacob Seil provided an overview of the NCTTRAC Accountability Scorecard and the Board of Directors Scorecard. There are 12 completed tasks, pending task include SOP reviews and Board Nominations, expected completion is August.			
Dallas-Fort Worth Hospital Council Update	Mr. Corey Wilson advised the DFW Hospital Council is focusing on Workplace Violence and will be hosting a Webinar. Mr. Wilson advised his acceptance of a position in California and gave his verbal resignation to the Board effective after todays meeting.			

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Emergency Healthcare Systems Reports	Mr. Michael Cosentino provided an update on the work of the Air Medical committee. Ms. Alison Fresh provided an update on the work of the Cardiac committee. Ms. Jessica Lucio provided an update on the work of the ED Operations committee. Mr. Kevin Sandifer provided an update in the work of the EMS committee. Dr. Martin Weiss provided an update on the work of the Stroke Committee. Ms. Brenna McLain provided an update on the work of the EMS Wall Time Workgroup. Ms. Brenna McLain announced the Call for Chair Elect Nominations, due Friday, June 27, 2025. Ms. Brenna McLain provided an EMS County Assistance update. She advised 73 agencies have been reimbursed. Ms. Christina Gomez provided an updated on EHS Education & Training FY25 Course Schedule.			
Preparedness and Response Reports: Preparedness Updates	Mr. Maurice Murray provided an update on FIFA World Cup 2026 and EPT collaborations with Healthcare & Fire/EMS planning efforts. Mr. Murray shared the upcoming committee/subcommittee meetings.			

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	Mr. Murray shared the after-action review and feedback derived from MRSE & intentions to host another within the calendar year. Mr. Murray shared NOAA's 2025 Atlantic Hurricane Season Outlook & advised a 60% above normal season.			
Preparedness and Response Updates: Response/Activations	Mr. Maurice Murray provided an update on the 2025 Texas Measles Outbreak and provided an update on the severe weather package deployment.			
Closing Comments, Next Meetings, & Adjourn	Mr. Philip Angelo provided closing remarks and an update on the upcoming meetings noting the following: - Next Board of Directors Meeting & Virtual General Membership Meeting is Tuesday, **August 12, 2025** at 10:00 A.M. - Next General Membership Meeting is September 09, 2025 at 10:00 A.M. The meeting was adjourned at 11:08 A.M.			

These minutes are an accurate record of the business conducted at the NCTTRAC Board of Directors Meeting held on Tuesday, June 10, 2025.

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Secretary's Signature Date

NCTTRAC Board of Directors – June 10, 2025

NAME	OFFICE / COMMITTEE	MEMBER ORGANIZATION	Sept*	Oct	Nov	Dec*	Jan	Feb	Mar	Apr*	May	Jun
			FY25 Monthly Attendance									
Bill Bonny	***Chair**	Prosper Fire Department	V	V	V	V		V	V	V	O	E
Danielle Sherar	***Chair Elect**		V	V	E	V		V	V	O	O	E
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	V	O	V
Rachal Bracker	***Treasurer**	Texas Health Harris Methodist Fort Worth	V	V	V	V		O	V	V	V	V
Amy Atnip	**Immediate Past Chair**	Medical City Plano	N	N	E	N		E	N	N	V	V
Michael Cosentino	**Air Medical Chair**	Air Evac Lifeteam	V	E	V	V		O	O	E	V	V
Jeff Donson	***Air Medical Chair Elect***	CareFlite	A	V	A	A		A	A	V	E	O
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	O	O	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	N	N	N
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	V	O	V
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	V	E	V
Matthew Baker	***EMS Chair Elect***	Cedar Hill Fire Department	V	A	N	N		N	N	N	N	N
Dr. Skipper Bertrand	**EMS Medical Directors Chair**	Baylor Scott & White Medical Center - Grapevine	V	E	V	V		V	V	V	E	V
Dr. Andrew Hogan	***EMS Medical Directors Chair Elect***	UT Southwestern Medical Center	E	E	A	N		N	O	A	O	A
John Phillips	**Hospital Executive - East**	Methodist Dallas Medical Center	E	E	O	O		E	V	V	E	E
Corey Wilson	**Hospital Executive - West**	Texas Health Harris Methodist Fort Worth	E	O	O	O		V	E	V	O	O
Natalie Carpenter	**Pediatric Chair**	Cook Children's Medical Center	E	V	V	O		V	E	E	O	O
Amy Tucker	***Pediatric Chair Elect***	Parkland Health	V	N	A	N		N	A	N	N	N
Dr. Suzanne Whitbourne	**Perinatal Chair**	Texas Health HEB	V	V	V	V		V	O	V	V	V
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								N	N	N
Stephan Epley	**REPC Chair**	Texas Health Harris Methodist Fort Worth	V	O	V	V		V	E	V	E	V
Brian Lugo	***REPC Chair Elect***	Baylor University Medical Center	N	N	N	A		N	A	N	N	N
Dr. Martin Weiss	**Stroke Chair**	Baylor University Medical Center	V	E	V	O		O	V	V	O	V
Dr. Bappatidya Ray	***Stroke Chair Elect***	Texas Health Presbyterian Hospital Dallas				N		N	N	N	N	A
Carolann Vinzant	**Trauma Chair**	Texas Health Presbyterian Hospital Dallas	V	E	E	V		V	V	V	V	V
Ann Quinlan	***Trauma Chair Elect***	Texas Health Resources Fort Worth	O	A	A	A		N	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.