ABBREVIATED BOARD OF DIRECTORS MEETING MINUTES

Date & Time: 09 April 2024

Location: 600 Six Flags Drive OR Virtual via Zoom

Meeting Leader (Chair Elect): 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 = 9)	The April Abbreviated Board of Directors meeting was conducted in person at 600 Six Flags Drive, Suite 150 and virtually via Zoom. Mr. Bill Bonny called the meeting to order at 8:32 A.M. Quorum was confirmed and announced. Mr. Rick Antonisse welcomed everyone and gave a session overview and retrospect of strategic planning efforts.			
Financial Reports: Finance Committee Report & Treasurer's Report	Mr. Terry Foster provided the treasurer's report. He highlighted the balance sheet reflecting a savings account transfer with no other major changes on the financial reports.	Motion to accept the Treasurer's Report by Mr. Phillip Angelo and Seconded by Mr. Ken Simpson. Motion carried.	Board of Directors	Complete
Consent/Action Agenda Items:	Mr. Rick Antonisse provided an overview of the April voting items and introduced an added item from the Finance Committee to increase the upcoming year's annual membership dues by half of the Consumer Price Index (CPI) increase. It	Motion to accept all consent agenda items by Mr. Ken Simpson and Seconded by Mr. Phillip Angelo. Motion carried.	Board of Directors	Complete

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	was formally added to the consent agenda. April voting items included the following: • March Board of Directors Meeting Minutes • FY24 Memberships for Approval – April • February Finance Committee Minutes • March REPC Meeting Minutes • FY24 EMS Committee SOP V2 – Appendix C – NCTTRAC Bariatric EMS Resource • Certified Specialist Trauma Registries (CSTR)Study Guide • CPI Based Membership Dues Increase • Other Action Items	NCTTRAC staff will submit the finalized FY25 budget for approval at the June Board of Directors Meeting with the approved Membership Dues increase of half the rate of the related CPI annual increase.	NCTTRAC Staff	
Dallas-Fort Worth Hospital Council Update	Mr. Corey Wilson noted that last week they hosted a meeting with various hospital leaders. He highlighted that one of the discussion topics was the great work and partnership between the Hospital Council and the RAC.			
Priority Program Updates	Nothing to report.			
	Conclusion of the abbreviated Board of Directors meeting at 8:51 A.M.			
FY25 Strat/Business Planning Session: Planning Retrospective View	Mr. Rick Antonisse presented a quick Strat Planning Retrospective and reflected on the achieved Strategic Goals of 2008 to present.			
FY25 Strat/Business Planning Session: External Expectations	Mr. Rick Antonisse reviewed the foundational expectations and direction of NCTTRAC and highlighted state contracts that help fund NCTTRAC.			
FY25 Strat/Business Planning Session: RAC Strategic Function	Mr. Jim Dickerson provided an overview of the RAC key functional areas. He noted that a lot of the essential & performance criteria that his team is working on fall within one of the six mentioned categories.			

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	Mr. Jim Dickerson gave an overview of DSHS Rules Review update and provided the Trauma Rule Timeline.			
FY25 Strat/Business Planning Session: RAC Essential Criteria	Mr. Rick Antonisse provided an overview of the descriptors of the current RAC Essential Criteria, highlighting the common objectives and expectations about building RACs. Mr. Jim Dickerson provided an overview of the new version of the RAC Essential Criteria, highlighting some of the new criteria for mature RACs and what they will be focusing on in the regions.	NCTTRAC Staff will follow up with DSHS to obtain the new guidelines for RAC Self-Assessment and detail the impacts to the NCTTRAC Membership active participation requirements	NCTTRAC Staff	
FY25 Strat/Business Planning Session: State Contract Expectations	Mr. Jim Dickerson provided an overview of state contract expectations highlighting allowable expenses. He reviewed the RAC Rule and State contract expectations.			
FY25 Strat/Business Planning Session: EMS County Initiative	Mr. Jim Dickerson provided a detailed overview of several initiatives that EMS providers can now opt-in to participate in within the region that will continue to help lead the way.			
FY25 Strat/Business Planning Session: Senate Bill 8 Contract	Mr. Jim Dickerson provided an update on Senate Bill 8 and EMS Workforce Recruitment & Retention Program, highlining the current funding disbursements.			
FY25 Strat/Business Planning Session: State Contract Expectation	Ms. Jessica Dupree provided an overview of the Hospital Preparedness Program and highlighted the four capabilities. She provided an update on the Request for Application timeline and information regarding the one-year extension. She reported that we have sent out the one-year second amendment extension requests that are due back via DocuSign by May 17, 2024 for the extension period of July 2024 to July 2025.			

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FY25 Strat/Business Planning Session: RAC Warehouse Lease Renewal	Mr. Maurice Murray provided an update on the current warehouse and the seeking of new warehouse space in a different location, due to the ongoing renovations and transition of new investors,			
FY25 Strat/Business Planning Session: Governor's EMS and Trauma Advisory Council (GETAC) Expectations	Mr. Rick Antonisse reviewed the GETAC Strategic Plan and how our committees are looking at what is happening at the GETAC committees as statewide initiatives and interests occur.			
FY25 Strat/Business Planning Session: Members' Expectations	Mr. Rick Antonisse provided an update on the state of our RAC noting it being healthy and strong due to commitment to due diligence and quality. He reported the return on investment delivered by staff support to our members.			
FY25 Strat/Business Planning Session: Annual Membership Trends	Ms. Jessica Dupree provided an overview of membership trends and overall meeting attendance over the past 10 years.			
FY25 Strat/Business Planning Session: Board of Directors Self-Assessment	Mr. Jacob Seil provided an overview of the Board of Directors Self-Assessment criteria and referenced it as an excerpt in the NCTTRAC Bylaws. He explained evaluating Board compliance verses effectiveness and went over the board duties as listed in the NCTTRAC Bylaws. In addition, he went over how the board executes its mission through the requirement of Board attendance at meetings. NCTTRAC staff also proposed more opportunities for dedicated Board training and additional education on the responsibilities of being a board member prior to board nominations. Attendees also discussed committee chairs designating liaisons to attend the GETAC meetings on their behalf.	NCTTRAC Staff to bring to the next Board Meeting a proposed rewording to the Bylaws that includes 1) transition in-person board attendance to be a position level requirement and not an individual requirement. 2) clarification that 50% of all Board Meetings by position must be attended in-person.	NCTTRAC Staff	

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FY25 Strat/Business Planning Session: Needs Assessment/RAC Self-Assessment	Ms. Jessica Dupree provided a summary of the assessment results and key takeaways for the Demographic, Membership, and Organizational Response History sections. Ms. Christina Gomez and Ms. Brenna McLain provided a summary of the assessment and key takeaways for the Air Medical, Cardiac, ED Ops, EMS, Pediatric, Perinatal, Stroke, and Trauma committee responses. Ms. Tina Martin provided a summary of the assessment results and key takeaways for the REPC responses.		NCTTRAC Staff	
FY25 Strat/Business Planning Session: Pre-Hospital Transfusion Program	Mr. Jim Dickerson provided an update on the Pre-Hospital Transfusion Program and highlighted that we currently have applicants committed to the protocols that are being put in place.			
FY25 Strat/Business Planning Session: EMS Wall Time Work Group	Mr. Jim Dickerson provided an update on the EMS Wall Times Work Group. highlighting that Dr. Liz Fagin is chair of this workgroup.			
FY25 Strat/Business Planning Session: Community Health Collaboration	Mr. Jim Dickerson provided an update on community health collaboratives and efforts to further engage.			
FY25 Strat/Business Planning Session: Pulsara	Mr. Maurice Murray provided an update on Preparedness and Response. He highlighted Pulsara as a tracking tool and outlined some additional benefits.	The NCTTRAC staff will provide a draft consideration of the formation of a Pulsara Outreach Workgroup during the May Board of Directors meeting.		
FY25 Strat/Business Planning Session: World Cup 2026 Work Group	Mr. Maurice Murray provided an update on World Cup 2026 and highlighted the workgroup established by REPC that will meet frequently to			

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	plan for World Cup "26 (June 7 through July 19, 2026). The Preparedness and Response Division will continue to train, drill, and exercise scenarios to strengthen the preparedness efforts during the 2026 World Cup.			
FY25 Strat/Business Planning Session: Radiation Response Unit	Mr. Maurice Murray provided an overview on the Radiation Response Unit that will be the 13^{th} component of the Emergency Medical Task Force capability.			
FY25 Strat/Business Planning Session: Major Patient-Level Data Sources	Mr. Jacob Seil provided updates on various data sources and data management infrastructure projects.			
FY25 Strat/Business Planning Session: RAC Budget Policy, Considerations & Direction	Mr. Rick Antonisse noted that FY25 would be recognized as a transition year for the organization. He highlighted adjustments for budget policy, considerations, and direction for the organization which includes realigning strategic & operational budgeting parameters. He provided the FY25 staff succession plan and catastrophic funding loss staffing model.			
Closing Comments, Next Meetings, & Adjourn	Mr. Bill Bonny provided closing remarks and an update on the upcoming meetings noting the following: • The next Finance Committee Meeting is Tuesday, **June 11, 2024**, at 7:00 A.M. • The next Board of Directors Meeting is Tuesday, **May 14, 2024** at 8:30 A.M. • The next General Membership Meeting is Tuesday, **September 10, 2024**, at 12:00 P.M. The meeting was adjourned at 12:38 A.M.			

These minutes are an accurate record of the business conducted at the NCTTRAC Board of Directors Meeting held on Tuesday, April 9, 2024.

Secretary's Signature ____________________ Date ____________________

NAME	OFFICE / COMMITTEE	Creditable Board Position Attendance %	FY24 Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Bill Bonny	***Chair**	100%	V	V	V	V		V	V	V
Danielle Sherar	***Chair Elect**	100%	E	V	V	V		V	V	V
Nakia Rapier	***Secretary**	100%	V	V	V	V		V	E	V
Rachal Bracker	***Treasurer**	100%	V	V	O	V		V	O	O
Jason Piecek	**Air Medical Chair**	100%	V	U	O	O		O	O	O
Michael Cosentino	***Air Medical Chair Elect***		A	O	N	N		N	N	N
Casey Rauschuber	**Cardiac Chair**	86%	U	E	O	O		O	O	E
Bethany Brunson	***Cardiac Chair Elect***		A	A	A	N		A	A	A
Jessica Lucio	**ED OPS Chair**	100%	V	O	V	V		V	V	V
Donald Tucker	***ED OPS Chair Elect***		A	N	N	N		N	N	N
Matthew Baker	**EMS Chair**	100%	V	V	V	V		V	O	V
Kevin Sandifer	***EMS Chair Elect***		A	A	A	N		A	A	A
Dr. Justin Northeim	**EMS Medical Directors Chair**	71%	U	O	U	O		O	E	O
Dr. Skipper Bertrand	***EMS Medical Directors Chair Elect***					A		N	A	A
Kenneth Simpson	***Finance Chair**	100%	O	O	O	V		E	E	O
Steve Post	***Finance Chair Elect***		N	N	A	N		V	V	N
John Phillips	**Hospital Executive - East**	86%	O	U	O	O		O	O	O
Corey Wilson	**Hospital Executive - West**	100%	O	O	O	O		O	E	O
Colyn Turnbow	**Pediatric Chair**	100%	V	O	O	O		O	O	O
Natalie Carpenter	***Pediatric Chair Elect***		A	A	A	A		A	A	A
Dr. David Nelson	**Perinatal Chair**	100%	O	O	O	O		E	E	E
Dr. Roopina Sangha	***Perinatal Chair Elect***			A	A	A		A	A	A
Brian Lugo	**REPC Chair**	100%	V	E	V	O		O	V	O
Stephan Epley	***REPC Chair Elect***			A	A	A		A	A	N
Dr. Rachel Aubert	**Stroke Chair**	86%	U	O	E	E		E	E	O
Dr. Martin Weiss	***Stroke Chair Elect***		A	A	A	A		A	A	A
Philip Angelo	**Trauma Chair**	100%	V	V	V	V		V	V	V
Carolann Vinzant	***Trauma Chair Elect***			A	A	A		A	N	A
Amy Atnip	**Immediate Past Chair**	100%	N	N	N	N		N	N	N

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)

Excerpted from NCTTRAC Bylaws Attendance

7.8 All Officers and Directors are expected to attend all Board Meetings.

7.8.1 Attendance rosters will be maintained on a rolling two-year or individual fiscal year basis as appropriate to Officers/Directors terms of office.

7.8.2 Officers and Directors attending virtually are encouraged to utilize video capabilities where available to facilitate meaningful discussion and participation in NCTTRAC meetings and events.

7.8.3 Excused absence requests should be conveyed to NCTTRAC Administration for review by the Executive Committee prior to the missed meeting

7.8.4 If an Officer or Director is absent for two consecutive regular Board Meetings, or failing to attend at least 50% of the meetings in person, without accepted excuse, the Officer or Director will be notified in writing of the applicable concerns.

7.8.4.1 If, after being notified, the Officer or Director misses the next regular Board Meeting, NCTTRAC Administration will bring the situation to the Executive Committee's attention for discussion and