BOARD OF DIRECTORS & VIRTUAL GENERAL MEMBERSHIP MEETING SESSION MINUTES

Date & Time: 12 August 2025

Location: 600 Six Flags Drive OR Virtual via Zoom

Meeting Leader (Chair): Bill Bonny

Meeting Scribe: Adrian Bautista

Quorum: Yes

- Attendance documentation attached

NCTTRAC
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. Bill Bonny called the meeting to order at 10:03 A.M. Quorum was confirmed and announced.			
Chair's Report: Recognition	None.			
Chair's Report: Executive Committee of the Board of Directors Update	Mr. Bill Bonny summarized the Executive Committee meeting.			
Chair's Report: Board Ratifications	Mr. Bill Bonny announced five items for ratification: - Board Chair Elect – Bill Bonny - Board Secretary – Philip Angelo - Board Treasurer – Nicholas Geer - Air Medical Committee Chair Elect – Michael Cosentino - EMS Committee Chair Elect – Ted Stephens	Motion to accept the Board Ratification by Ms. Suzanne Whitebourne and Seconded by Ms. Jessica Lucio. Motion carried.		
Chair's Report: TETAF Update	Mr. Bill Bonny advised no notable updates on TETAF.			

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Chair's Report: Pulsara Utilization Workgroup Update	Mr. Jacob Seil provided a update on the Pulsara Daily Use Active Participation Requirement.			
Financial Reports: Treasurer's Report	Ms. Kimmie Tran provided the Financial Report as of June 30, 2025. Ms. Tran reviewed the Balance Sheet, advising no significant changes.	Motion to accept the Treasurer's Report by Ms. Jessica Lucio and Seconded by Ms. Ann Quinlan Motion carried.	Board of Directors	Complete
Financial Reports: Finance Report	Ms. Kimmie Tran reported on Compliance & Accountability and gave an Investment Update. Mr. Jim Dickerson and Ms. Kimmie Tran gave an update on the proposed FY26 HPP Budget. Mr. Jim Dickerson recapped the organization's priorities and strategic objectives.	Motion to accept the FY26 HPP Budget by Mr. John Phillips and Seconded by Ms. Carolann VinZant. Motion carried.	Board of Directors	Complete
Consent/Action Agenda Items:	Mr. Jim Dickerson provided an overview of the August voting items as follows: • June Board of Directors Meeting Minutes • June Regional Emergency Preparedness Committee Meeting Minutes • FY26 Memberships for Approval – August (16) • FY26 Administrative Standard Operation Procedures (7) • FY26 Finance Standard Operating Procedures (7) • FY26 Committee SOP (7) • Financial Policies and Procedures Manual • NCTTRAC Maternal Severe Hypertension Initiative • NCTTRAC Safe Sleep Baseline Report • Perinatal Data Initiative Submission Process • TPM Orientation Manual • Other Action Items	Motion to accept the consent agenda items by Mr. Mathew Baker and Seconded by Ms. Jessica Lucio. Motion carried.	Board of Directors	Complete

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Executive Director's Report: Staffing Update	Mr. Jim Dickerson announced the Preparedness & Response Coordinator position has been filled and welcomed Katie Stembridge.			
Executive Director's Report: Legislative/Funding Update	Mr. Jacob Seil overviewed the Federal/State updates. He recapped the HPP contract extension, EMTF-GR increase, and Prehospital Blood Transfusion appropriation.			
Executive Director's Report: Accountability & Performance	Mr. Jacob Seil provided an overview of the NCTTRAC Accountability Scorecard & the Board of Directors Scorecard. He announced all tasks for FY25 have been completed.			
Executive Director's Report: FY26 Membership Update	Mr. Jacob Seil gave an overview of the FY26 Membership Renewal process.			
Executive Director's Report: General Membership Meeting	Mr. Jacob Seil provided an update on the FY26 General Membership meeting.			
Dallas-Fort Worth Hospital Council Update	Mr. John Phillips provided an update on the Dallas-Fort Worth Hospital Council .			
Emergency Healthcare Systems Reports	Ms. Christina Gomez provided an update on the NCTTRAC Safe Sleep Baseline Report. Ms. Suzanne Whitebourne overviewed the Maintenance of Certification Healthcare Improvement Project. Ms. Brenna McLain announced the ongoing Call for Chair Elect Nominations for FY26. She also provided an update on the FY25 EMS County Assistance. Ms. Melissa Christon overviewed the DSHS Prehospital Whole Blood Pilot Program. She advised Texas legislation has appropriated $10M to establish the program.			

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	Ms. Christina Gomez gave an overview the status of the FY25 Course Schedule.			
Preparedness and Response Reports: Preparedness Updates	Mr. Maurice Murray provided an overview of World Cup and the distribution list created for the Expert Planning Team updates. He also shared upcoming meeting dates for World Cup in August.			
Preparedness and Response Updates: Response/Activations	Mr. Maurice Murray reviewed the EMTF severe weather deployment on July 4, 2025 in Kerrville. Mr. Maurice Murray advised statewide reporting of the Measles outbreak has stopped as of July.			
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 is Tuesday, **September 9, 2025** at 10:15 A.M. - Next General Membership Meeting is Tuesday, **September 9, 2025** at 12:30 A.M. The meeting was adjourned at 11:33 A.M.			

These minutes are an accurate record of the business conducted at the NCTTRAC Board of Directors & Virtual General Membership Meeting held on Tuesday, August 12, 2025.

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Secretary's Signature

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Date

NCTTRAC Board of Directors – August 12, 2025

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