ABBREVIATED BOARD OF DIRECTORS MEETING MINUTES

Date & Time: 09 September 2025

Location: Hilton Garden Inn Grand Prairie, Salon 3

Meeting Leader (Chair): Danielle Sherar

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 September Abbreviated Board of Directors meeting was conducted in person at the Hilton Garden Grand Prairie EpicCentral, in Grand Prairie, TX and virtually via Zoom. Ms. Danielle Sherar called the meeting to order at 10:31 A.M. Quorum was confirmed and announced. Introductions were presented around the room.			
Chair's Report: Recognition	None			
Chair's Report: Executive Committee of the Board of Directors Update	Ms. Danielle Sherar summarized the Executive Committee meeting,			
Chair's Report: Chair-Elect Ratifications	• Jessica Lucio was elected by the ED Ops Committee as FY26 ED Ops Chair • Alison Fresh was elected by the Cardiac Committee as FY26 Cardiac Chair Elect • KaLinda Evans was elected by the Pediatric Committee as FY26 Pediatric Chair Elect • Stephan Epley was elected by the REPC Committee as FY26 REPC Chair Elect • Carolann VinZant was elected by the Trauma Committee as the FY26 Trauma Chair Elect	Motion to ratify the Chair Elect by Mr. Bill Bonny and Seconded by Mr. Philip Angelo. Motion Carried.	Board of Directors	Complete

Agenda	Discussion	Action Plan	Responsible Individual	Targeted Completion / Next Step
Chair's Report: TETAF Update	Mr. Bill Bonny mentioned several available opportunities to serve on the TETAF Board of Directors and for those that know someone in their organizations that would be instrumental and willing to serve on the Board of Directors for TETAF to encourage them to participate as a voice in our region.			
Financial Reports: Treasurer's Report	Ms. Kimmie Tran provided the treasurer's report. She highlighted the Statement of Activities for HPP including operational expenses for month of July. She presented a summary of the balance sheet providing a list of assets providing changes from 2024 to 2025. Ms. Kimmie Tran reported that the NCTTRAC 2024 Single Audit Report and NCTTRA 2024 Independent Auditor's Report will be reported at the October 2025 Board of Directors Meeting. She also advised that the HPP FY25 reports have been submitted.	Motion to accept the Treasurer's Report by Dr. Christina Chan and Seconded by Mr. Bill Bonny Motion carried.	Board of Directors	Complete
Consent/Action Agenda Items:	Mr. Jacob Seil provided a detailed overview of the September voting item that was approved by a General Membership level vote. The item included the following: September 5, 2025 Interim item: • FY26 Membership & Participation SOP September voting items: • August Board of Directors Meeting Minutes • FY26 Memberships for Approval – September (57) • FY26 Pediatric Committee SOP • NCTTRAC Prehospital Transfusion Program Approval Recommendation – Cooke County EMS • Perinatal Committee – NCTTRAC PPD Screening Survey – Baseline Report • Other Action Items	Motion to accept the remaining consent agenda items by Mr. Bill Bonny and Seconded by Mr. Brian Lugo. Motion carried.	Board of Directors	Complete

Agenda	Discussion	Action Plan	Responsible Individual	Targeted Completion / Next Step
Executive Director's Report: Staffing Update	Mr. Jim Dickerson provided an overview of staff changes and highlighted the four positions that are approved but currently unfunded. He mentioned that Corrine Cooper has recently been promoted to EHS Program Administrator Lead.			
Executive Director's Report: FY26 Membership Update	Ms. Helen Oberbeck gave an overview of the FY26 Membership results with a comparison to where we were this time last year. Mr. Jacob Seil highlighted that we are sending out reminders this year for completion of FY26 Membership Renewals via Member Hub and that Primary Voting Representatives are making sure invoices are paid by October 31, 2025.			
Executive Director's Report: Board of Directors Compliance Items	Mr. Jacob Seil gave an overview of the three Board of Director compliance items that all members of the Board of Director need to complete, sign and turn in no later than September 30, 2025.			
Dallas-Fort Worth Hospital Council Update	No representation			
Closing Comments, Next Meetings, & Adjourn	Mr. Jim Dickerson and Mr. Bill Bonny provided closing remarks and update on the upcoming meetings noting the following: • Next Board of Directors Meetings - Tuesday, **October 14, 2025**, at 10:00 A.M. - Tuesday, **November 11, 2025** at 10:00 A.M. • Next "In-Person" Board of Directors Meeting / Virtual General Membership Meeting - Tuesday **December 9, 2025** at 10:00 A.M. The meeting was adjourned at 11:18 A.M.			

These minutes are an accurate record of the business conducted at the NCTTRAC Board of Directors Meeting held on Tuesday, September 9, 2025.

Secretary's Signature

Date

NCTTRAC Board of Directors Meeting Minutes – September 9, 2025

NAME	OFFICE / COMMITTEE	MEMBER ORGANIZATION	FY Sept
Danielle Sherar	*Chair	JPS Health Network	V
Bill Bonny	*Chair Elect	Prosper Fire Department	V
Philip Angelo	*Secretary	Baylor Scott & White Medical Center - Grapevine	V
Nicholas Geer	*Treasurer	Texas Health Presbyterian Hospital Plano	E
Jeff Donson	Air Medical Chair	Careflite Air	U
Michael Cosentino	*Air Medical Chair Elect*	Air Evac Lifeteam	V
Chassadie Reynolds	Cardiac Chair	Medical City Arlington	E
Alison Fresh	*Cardiac Chair Elect*	Texas Health Arlington Memorial Hospital	A
Jessica Lucio	ED OPS Chair	Texas Health Hospital Mansfield	V
Keith Jones	*ED OPS Chair Elect*	Texas Health Hospital Mansfield	N
Matthew Baker	EMS Chair	Cedar Hill Fire Department	V
Ted McPherson	*EMS Chair Elect*	Midlothian Fire Department	A
Dr. Andrew Hogan	EMS Medical Directors Chair	UT Southwestern University Hospital - William P Clements Ur	E
Vacant	*EMS Medical Directors Chair Elect*	*Vacant*	
N/A	N/A	N/A	
N/A	*N/A*	*N/A*	
John Phillips	Hospital Executive - East	Methodist Dallas Medical Center	E
Vacant	Hospital Executive - West	*Vacant*	
Amy Tucker	Pediatric Chair	Parkland Memorial Hospital	E
Kalinda Evans	*Pediatric Chair Elect*	Cook Children's Medical Center	A
Dr. Christina Chan	Perinatal Chair	Texas Health Presbyterian Hospital Dallas	V
Vacant	*Perinatal Chair Elect*	*Vacant*	
Brian Lugo	REPC Chair	Baylor University Medical Center	V
Stephan Epley	*REPC Chair Elect*	Texas Health Harris Methodist Hospital Fort Worth	N
Dr. Bappatidya Ray	Stroke Chair	Texas Health Presbyterian Hospital Dallas	V
Vacant	*Stroke Chair Elect*	*Vacant*	
Ann Quinlan	Trauma Chair	Texas Health Harris Methodist Hospital Fort Worth	E
Carolann VinZant	*Trauma Chair Elect*	Texas Health Presbyterian Hospital Dallas	V
Bill Bonny	Immediate Past Chair	Prosper Fire Department	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)

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.