

**Northeast Texas Regional Advisory Council  
Executive Board Meeting Minutes  
April 14, 2011**

**Attendance: Shae Watson, Russell VanBibber, Bertha Evans, Norman Prewitt, Meagan Beauchamp, James Smith, Ricky Draper, Michelle Raczynski, Robin Gage, Keith Kelley, Scott Reid, Russell Thrasher, Wade Cannon, Sarah Campbell**

| TOPIC                                   | DISCUSSION  | DISPOSITION |
|---|---|-------------|
| Called to Order                         | Quorum established. Called to order at 8:15 by Russell VanBibber.   |             |
| Approval of the 1/19/11 minutes         | Motion made by Bertha Evans to accept the minutes as presented. Seconded by Robin Gage and supported by all committee members present.  | FYI         |
| Treasurer's Report                      | CPA, Ms. Burnett report presented.  | FYI         |
| Executive Director's - Financial Report | Presented monthly Financial Spreadsheets  | FYI         |
| Executive Directors Report              | Motion to accept the Treasurer's Report and the Executive Directors Financial Report was made by Norman Prewitt. Seconded by Bertha Evans and supported by all committee members present. | FYI         |
| Executive Directors Report              |   |             |

|  |  |            |
|--|--|------------|
|  | <p style="text-align: center;"><b>EXECUTIVE DIRECTOR REPORT</b><br/><b>3rd Quarter of the FY 2010 - 2011</b></p> <p><b>Meetings Attended:</b></p> <ul style="list-style-type: none"> <li>➤ <b>1/20/11: WebEOC Workshop Meeting</b></li> <li>➤ <b>1/25/11: HPP/PHEP - Austin</b></li> <li>➤ <b>1/26/11: EMTF Meeting - Austin</b></li> <li>➤ <b>1/27/11: TWIRP Administrator's Workshop</b></li> <li>➤ <b>2/4/11: State EMTF Conference Call</b></li> <li>➤ <b>2/11/11: State EMTF Conference Call</b></li> <li>➤ <b>2/12/11: Partners Conference – Mt. Pleasant</b></li> <li>➤ <b>2/15/11: EMTF-6 Conference Call; WebEOC Workshop Meeting - Lufkin</b></li> <li>➤ <b>2/17/11: Homeland Security Advisory Council Meeting</b></li> <li>➤ <b>2/21/11: HPP – Austin</b></li> <li>➤ <b>2/22/11: Day at the Capitol - Austin</b></li> <li>➤ <b>2/23 – 25/11: GETAC</b></li> <li>➤ <b>3/3/11: WebEOC Workshop Committee – Conf Call;</b></li> </ul> | <p>FYI</p> |
|--|--|------------|

|                                     |   |  |
|-------------------------------------|---|--|
| <p>Approval of 12/16/10 Minutes</p> | <p><b>BCFS Meeting w/ COG and Texarkana EM</b></p> <ul style="list-style-type: none"> <li>➤ <b>3/7 – 11/11: NETRAC Site/Monitoring Visits</b></li> <li>➤ <b>3/14/11: Trauma Registry Demo - Collector</b></li> <li>➤ <b>3/15/11: EMTF-6 Conference Call</b></li> <li>➤ <b>3/16/11: NETRAC Site/Monitoring Visits</b></li> <li>➤ <b>3/17/11: COG – Exercise Planning Conf Call</b></li> <li>➤ <b>3/21/11: Meeting w Michelle Raczynski – RUSH Consulting</b></li> <li>➤ <b>3/22/11: HPP – Austin</b></li> <li>➤ <b>3/23/11: State EMTF Meeting; Meeting with State Commissioner</b></li> <li>➤ <b>3/25/11: NETWEB Committee – Conference Call</b></li> <li>➤ <b>3/28 – 4/1/11: WebEOC National Conference – Augusta, GA</b></li> <li>➤ <b>4/5/11: Meeting w/ EMTF-6 Coordinator</b></li> </ul> |  |
|-------------------------------------|---|--|



|                        |  |     |
|------------------------|--|-----|
|                        | <p>have been developed, so this committee has been tasked with revising/updating to rule to show what RAC's do after they are formed. Committee reviewed ACS Recommendations and RAC Responsibilities.</p> |     |
| WebEOC Workshop        | <p>To-date we have 234 people registered for the workshop.</p>   | FYI |
| Dues Committee         | <p>Dues Committee presented a recommendation to increase dues for FY 11-12. Dues have not been increased since 1992. See attached for the due fee schedule.</p>  | FYI |
|                        | <p>Motion to take the increase recommendation to General Assembly was made by Bertha Evans. Seconded by Robin Gage and supported by all members present.</p>   | FYI |
| Upcoming Events        | <p>COG Regional Exercise – May 5<sup>th</sup><br/>NETRAC TableTop – June 6<sup>th</sup></p>  | FYI |
| Marketing Presentation | <p>Michelle Raczynski – RUSH Consultants presented a marketing plan/Injury Prevention Presentation.</p>  | FYI |

|               |   |  |
|---------------|---|--|
| EMTF-6 Update | <p>Executive Board will have a called meeting to discuss the proposal.</p> <p>PHER Update:<br/>NETRAC will receive 17-34 Pallets of supplies/equip; 1 – Zumero Tent; 1 – 36 ft Trailer</p> <p>We will re-schedule the May 21<sup>st</sup> Exercise and use those funds to purchase the additional needed equip/supplies that PHER denied.</p> <p>Looking at a storage unit in Mt. Pleasant for climate control supplies/equip</p> <p>53 ft Trailer has been delivered to Paris for signage</p> <p>Continue to look for avenues to purchase the Ambus (Hospitals/EMS/COG's/Public Health); RAC-G will set aside funds from FY 12 to contribute to the Ambus</p> <p>Currently EMTF-6 has 19 Ambulances:<br/>4 – Ambulances from RAC-F<br/>15 – Ambulances from RAC-G<br/>RN Nurse Strike Team – still waiting on contract from DSHS</p> | <p>FYI</p> <p>FYI</p> <p>FYI</p> <p>FYI</p> <p>FYI</p> <p>FYI</p> <p>FYI</p> |
|---------------|---|--|

|                             |                         |     |
|-----------------------------|-------------------------|-----|
| Meeting Adjourned - 9:03 am | 10 – Nurses from RAC -F | FYI |
|-----------------------------|-------------------------|-----|

Minutes recorded by Shae Watson – Executive Director  
Meeting Adjourned at 9:03