

NCRTAC Executive Council Meeting
July 29, 2025
Teleconference

Members present: Dr. Michael Clark, Chris Keller, Jason Keffeler, Del Horn, Jenny Blenker, Daniel Wall, Liz Kracht, Cathy Connor, Kari Richert

Chair: Rachel Symons, Sara Steen

Recorder: Michael Fraley

Call to order	Meeting was called to order by Symons. A quorum is present (11/17)
Election of Officers	<p><u>Chair</u> Sara Steen was nominated by Keffeler. Steen accepted the nomination. No other nominations received. Motion by Horn to close nominations and unanimously elect Steen as Chair. Second by Wall. Unanimously approved.</p> <p><u>Vice-Chair</u> Rachel Symons was nominated. Symons accepted the nomination. No other nominations received. Motion by Horn to close nominations and unanimously elect Symons as Vice-Chair. Second by Connor. Unanimously approved.</p> <p>Steen took over as Chair of the meeting.</p>
Correspondence	None
Nov 14, 2024 Minutes	Motion by Horn to approve the November 14, 2024 minutes as posted. Second by Keffeler. Unanimously approved.
Budget	Michael previously distributed a draft budget. Group discussed various lines and previous years' expenses. Motion by Wall to approve the budget as distributed. Second by Horn. Unanimously approved.
Other Business	<p>Keffeler asked if the general meetings could be sent out as a meeting/calendar invite. Fraley will develop a distribution list of the regular meeting attendees and send out meeting/calendar invites.</p> <p>Steen asked if we could develop an application process to use budgeted funds to support individuals attending trauma-related courses. Fraley to put this on the next general meeting agenda.</p> <p>Dr. Clark asked about how the region could support PHTLS/ITLS courses again. Fraley to put this on the next general meeting agenda.</p> <p>Steen asked if we could get the 2026 general meeting schedule set. Fraley to set dates and secure venues.</p>
Future agenda items	None

Adjourn	Motion to adjourn by Horn. Second by Keffeler. Unanimously approved.
---------	--