



*Texas Trauma Coordinators Forum*

**BOARD MEETING MINUTES**

**April 16, 2014 via Telephone Conference Call (telco)**

**Board Members Present:** President Edwards, Secretary Dodwell, Director-At-Large #2 Jennings, Historian Rodgers, Level III Chair Holmes, Level III Co-Chair Lavka, Education Co-Chair Pickard, Registry Co-Chair Hall, Membership Co-Chair Christopher.

The meeting was called to order by President Edwards at 10:03. A quorum was established, introductions were conducted, and electronic agendas were provided.

**Presidents Announcements** – Courtney Edwards

A discussion was conducted regarding an investigative proposal that would allow TTCF member(s) to display a booth for the purpose of selling non-profit items that would not financially benefit TTCF, nor be TTCF merchandize. Lacking any dissent, there was large scale agreement that the proposal was not a worthy task.

Workgroup: Flash Drive revision project. Scott Christopher announced that he will present a project plan at the Board's May Meeting.

Workgroup: Orientation process (Brenda, Janice, Jeff, Christie) – no report offered.

Workgroup: Registry Webinars (Irene, Garrett) – Mr. Hall reported that the census of the March 7 Lunch N' Learn was decreased, probably related to the subject matter. A baseline attendance is projected for the Jun 13 offering.

Workgroup: EMR Position Paper (Courtney) – Ms. Edwards solicited the assistance of Wendi McNabb and Gina Pickard on the project and established a draft letter production goal of early 2015.

Review May General Meeting Agenda – A review of the general membership meeting agenda was conducted. Emphasis was on the TCAA 2 hour morning presentation, and the leadership/focus of the Level I/II Committee.

**Past President Report** – *Marvin Cloud*

No report offered.

**Secretary's Report – Brett Dodwell**

Mr. Dodwell announced that the Board will be presented with two reports at the May meeting; the proposed list-server move to Google groups, and the "7-day" registration process issue with the Registry Committee's Lunch N' Learns.

**Treasurer's Report – Jacky Betts**

No report offered.

**Director-At-Large Report – #1 – Lori Boyett, #2- Sherry Jennings**

DAL Jennings confirmed that she would remain interim Chair of the Level I/II Committee until permanent leadership is established.

**Parliamentarian Report – Robin Garza**

Ms. Edwards reported that work continues on the bylaw revisions.

**Historian Report– Kathy Rogers**

Ms. Rogers reported that she has transferred several pictures taken at the February meeting to Secretary Dodwell. Additional photos are planned for the May meeting. Historian Rogers also reminded President Edwards to place the "implied consent" wording task on the May agenda.

**Committee Reports**

Membership / Mentorship – Tracy Cotner-Pouncy, Scott Christopher

Mr. Christopher reported that the scheduled May 12 TTDEC Course has all components finalized and confirmed. Mr. Christopher also agreed to physically deliver the 2013 Lifetime Achievement Award to Ms. Wiktorik in the near future.

Fund Raising / Finance – Ram Perez, Robin Gage

*No report offered.*

Level 1/2 (ad hoc)- vacant

DAL #2 Jennings will lead committee at May meeting. Numerous topics were offered for discussion.

Level 3 –Andrea Holmes, Heidi Lavka

Ms. Holmes announced that the committee would like to focus on transfers to higher designated facilities with the possibility of the Level I/II Committee participating in guidance and feedback.

Level 4 – Janice Markwardt, Deedee Abbott

No report offered.

Trauma Registry – Irene Lopez, Garrett Hall

Mr. Hall reminded the Board that a report will be presented to during the May meeting regarding the Lunch N' Learn registration process.

Public Relations / Legislative –*Susan Hyles, vacant*

President Edwards informed the Board that Chair Hyles has only received reports for the next newsletter from the Level IV Committee and DAL #2 Jennings. Clarification was given that the committee Chairs are expected to submit quarterly newsletter reports to the PR Committee consisting of a “what my committee offers” focus. Reiteration of the recorded minutes will not suffice this requirement.

Special Populations – *Jenny Oliver, Sandy Williams*

*No report offered.*

Injury Prevention – *Marcy McFarland, Jessica LaPlant*

*No report offered.*

Education – *Christi Reeves, Gina Pickard*

Ms. Pickard announced that the May TCAA presentation will offer 2 CEs and that progress continues in the search for future speakers/topics.

**Open Forum** - *ALL*

Mr. Dodwell asked those with access to the new Google group list-server to increase their test posting activity and include document and photos posts. This will help supply the Board with feedback to assist in the decision to migrate the list-server.

A brief discussion on the integration of the 7<sup>th</sup> edition TNCC testing and course presentations was shared.

There being no more business offered for the Board’s attention, the meeting was adjourned by President Edwards at 10:48. There was no objection or dissention.

The next TTCF Board Meeting is scheduled for May 12, 2014 (18:30) at the Embassy Suites Central Austin Texas.

***Recorded by,  
Brett Dodwell  
TTCF Secretary***