Texas Trauma Coordinators Forum

GENERAL MEETING MINUTES

May 8, 2012 Embassy Suites Central - Austin, Texas

7:30-8:00 Registration Opened ($50.00) with Continental Breakfast Provided. There were 109 members that signed in.

8:00-8:50 Level 3 & 4 Committee’s meet in unison. The vendor GlobalMed operated a booth at the TTCF registration tables.

Call to Order, Opening Prayer, and Pledge – The General Membership meeting was called to order by President Cloud at 0901.

Approval of February 7, 2012 Minutes – Secretary Dodwell presented the February General Meeting Minutes. There was a motion to approve the February 7, 2012 General Membership Meeting minutes by Cindy Jenkins with a second by Kathy Rodgers. There was no opposition and the minutes were accepted as written.

Presidents Announcements – President Cloud appreciation for the trauma work of the membership and added his concern that many TCs were being tasked to also operate in the Stroke, Cardiac, and emergency preparedness roles at their facilities. He also reminded the membership to begin to develop a relationship with their legislators to maximize the TTCF scheduled “Capitol Day” in February 2013.

Board Meeting Recap – President Cloud announced the resignation of the Fund Raising/Finance Chair and appointed Co-Chair Ram Perez to chair the committee until a replacement is appointed. He also read the TTCF Board adopted resolution in support of Kathy Moon and her recent resignation from DSHS. Additional he stressed the importance of attending the August 2012 TTCF general meeting where a presentation on trauma funding streams will be presented by DSHS. There was also a reminder that the August General Membership meeting will entail elections for the following officers; President Elect, Secretary, Parliamentarian, and Director At Large #1. Nominations will be entertained at the meeting, prior to voting in August. The Board’s decision to post the vendor “GlobalMed’s” hyperlink and company logo to the TTCF homepage for one year was relayed. This is the inaugural vendor post for the annual $1000 fee which is paid to TTCF.

TTDEC update – Past President Christopher reported that the Texas Trauma Designation Education Course conducted yesterday produced very positive evaluations. 46 participants comprised the 8th annual offering of the course.

TETAF update – Brenda Putz addressed the membership and reviewed the trauma survey process. She asked that survey requests be presented to TETAF as soon as possible to assure
timely scheduling. Mrs. Putz also solicited the membership to communicate relevant events to TETAF for the education calendar. The 20th anniversary of the Texas Trauma System was announced as was the TETAF Data Management Course scheduled for September 14, 2012. She reminded the membership that TETAF is still in the running for the $8 million CMS grant related to the geriatric system/standards of care. The 4th annual stroke symposium is scheduled for October in Lubbock at Covenant Hospital. Mrs. Putz also informed the membership that the TETAF and GETAC meetings continue to be web streamed and the link is accessible on the TETAF homepage. Lastly, she announced that the TETAF Trauma project “Administrators guideline to Trauma” has been mailed to all facility CEOs and additional copies will be available for $12 in the near future.

By-Laws – Presentation and vote for approval – Parliamentarian Garza presented the TTCF bylaw revisions/updates to the general membership that have been available for public viewing since February 2012. Highlighted revisions include; emergency preparedness/securing financing/education added to the mission statement, associate membership, additional duties applied to the president and secretary, and the Special Populations Committee. There was a motion to accept the TTCF bylaw revisions by Jay Montgomery with a second by Garrett Hall. There was no opposition and the motion passed without dissent.

Financial Report – Treasurer Betts presented the membership with the current financial report. Opening balance $30,902.92 minus Retained Earnings of -$14,492.09 plus Net Income of $7,770.86 for Total Current Equity of $24,181.69. An itemized Profit & Loss Detail sheet was provided to the membership by bylaw regulations. There was a motion to accept the Treasurer’s report by Brett Dodwell with a second by Cindy Jenkins. There was no opposition and the motion carried without dissent. Mr. Betts explained the importance of using the ‘RSVP’ tool on the TTCF website for general membership meetings and pointed out that there was a significant deficit in the number of RSVPs for today’s meeting and the number of members attending today’s meeting. An accurate count is critical for adequate food and beverages that are purchased by the organization for meetings.

ELF Pamphlet – Injury Prevention Chair Tapley presented the ELF (everyone lessens falls) pamphlet to the membership and offered free copies for member’s injury prevention programs. She requested follow-up feedback from TTCF members that use the pamphlet at their facilities.

Rosie Bolenbacher updated the status of the military quilt project for the membership. There was one quilt donated at today’s meeting which was displayed to the membership.

Committee Breakouts - 45 minutes

“Your Designation Survey... Tips from a Surveyor” – TETAF trauma surveyor Rosie Bolenbacher presented a military PowerPoint lecture to the membership entitled “Joint Theater Trauma System”. The military trauma audit filters related to PI are available on the internet.

Reports
Department of State Health Services (DSHS) OEHS/TS – Emily Parsons of DSHS informed the membership of Kathy Moons resignation and the current availability of Mrs. Moon’s position. The Uncompensated Funding disbursement is being finalized at the Comptroller’s Office and is scheduled for mailing in June. If the SDA Trauma “Add On” is more than a facilities uncomp funds, the facility will not receive a uncomp check as DSHS will pay the greater of the two allocations. Please refer SDA questions to Chris Dockel at DSHS. As of December 2011 the Dispro Funding rule has changed and a facility must either be designated or “In Active Pursuit” to access these funds. Mrs. Parsons announced 4 Initial Trauma Designations, 11 pending
Commissioners approval, 24 “re designations”, and 26 “In Active Pursuit” for a total of 258 currently designated trauma facilities in Texas. Additionally she reported 91 currently designated stroke facilities.

**Trauma Registry** – Tammy Sajack reported that the new registry “go live” date is September 2012. Additionally the state Webinars will continue as well as RSWG collaboration. The Data entry, order of data points, and validation rules are the current focus of work. The PI module was discussed last night’s special Trauma Systems Registry meeting. A quarterly annotated work plan was presented to the membership which includes the conversion of 22 million records to the new registry and the hospital/EMS import phase. A demonstration of the registry is slated for the next webinar on June 5th and June 7th, 2012. Training on how to access the new system will be provided in August via multiple webinars. User acceptance testing and pilot testing will be conducted this summer. Work with TxDOT related to the interface of MVC crash data into the registry continues. Work on recommended “reports” continues with a list of reports that have been provided to DSHS registry vendor including “ad hoc” reports. The “Registration Component” will be electronic for new users of the registry instead of cumbersome hardcopy packet. Feedback and collaboration will continue after “go live” date. The discrepancy of data submission in 2010 vs. 2011 is being reviewed and there are plans for the State to issue a survey related to the perceived difficulty in hospitals and EMS agencies reduction in data submission.

**EMDTransfer / GlobalMed** – The membership received a vendor presentation by Wade Batson and Don Gentry of GlobalMed. Products for telemedicine and image sharing were presented. There is a hyperlink to GlobalMed on the TTCF homepage for contact and additional information.

**Lunch (Provided) / Networking / Vendor Booth**

**Education** – *Social Media and the Nurses’ Practice* – Bonnie Cone, MSN, RN of the Texas Board of Nursing presented a 2.5 hours PowerPoint lecture entitled “Professional Boundaries – Where’s the Line” to the membership. There were numerous case scenarios discussed and Mrs. Cone asked that members refer scope of practice questions to her office.

**Election nominations** – President Cloud opened the floor to nominations for next meetings elections. There was a nomination of Courtney Edwards for President Elect. There was a nomination for Brett Dodwell and Andrea Holmes for Secretary. There was a nomination for Robin Garza for Parliamentarian. There was a nomination for Gina Pickard and Lori Boyett for Director At Large Position 1. President Cloud then closed the floor for nominations.

**Committee Reports**

**Education** – 9 attendees. Chair Edwards announced there will be a TCAR course on August 12/13 and the educational lecture at the TTCF August 14th meeting will be on Trauma Funding Streams presented by Greg Wilburn. The November pre-conference course will be Advanced Burn Life Support and the November TTCF education subject will be disaster management. Next year’s educational ideas are; mock survey, how to fill out a trauma facility application, and what’s new in legislation. Chair Edwards announced that Gina Pickard was appointed as Education Committee Co-Chair until January 2013 and that Scott Christopher will assume the duty after January.

**Mentorship** – 17 attendees. Co-Chair Cotner-Pouncy reported that welcome packets were handed out and a Q/A session was conducted.
Fund Raising/Finance – 6 attendees. Newly appointed Chair Perez announced that Dawn Woods has been appointed committee Co-Chair. Mr. Perez reported that work continues for the 20th TTCF Anniversary Celebration scheduled for November 13th and includes a reception at the general meetings adjournment with cake, activities, and door prizes. Memorabilia is requested.

Registry – 19 attendees. Chair Lopez reported that stakeholder input from Level III/IVs is desired and will be critical in the development of the new state registry. Attendance at the GETAC Trauma meeting tomorrow is strongly encouraged. Incorporation of TBI/SCI/ABI into the registry was discussed. It is anticipated that this population will be extensive and demand considerable additional workload of trauma registrars. Confusion has been discovered related to the difference in the Texas EMS registry vs. Injury Prevention System/data base and discussions continue by the RSWG on this subject. Mrs. Lopez reminded the membership of the upcoming Data Management Course scheduled for Conroe Hospital on September 14, 2012. Lastly, Chair Lopez stated that stakeholder participation and input is at a critical point related to the formation of the new state registry.

Public Relations - 3 attendees. Chair Baker solicited member contributions for the TTCF newsletter. A reminder was given that August is the last publication of the newsletter for this year and that the deadline for submissions July 1st. Please email submissions to Chair Baker. Publication of a TTCF Anniversary booklet will supersede the November newsletter. Lastly, he stated that legislative related work continues for the 2013 Capitol Day.

Special Populations – Chair Jenkins and Co-Chair Colvin reported that the committee has appointed committee ‘leads’ to represent the numerous populations the committee has been charged to represent. Work continues on the TTCF webpage FAQ project.

Injury Prevention – 23 attendees. Chair Tapley presented the ELF pamphlet to the membership and asked that members return feedback to her on the effectiveness of the brochure after its incorporation into facilities IP programs. She stated that the ELP pamphlet is free of copyrights and can be reproduced and dispersed. The Texas Injury Violence Prevention Conference scheduled for June 20-22 in Austin was announced. The Chair reminded the membership that May is Trauma Awareness Month and incorporates the theme ‘31 Days of Trauma Awareness.’

Level 3/Level 4 – 65 attendees. Both committees met in unison and collaboration with the Registry Committee Chair and Co-Chair. Subjects included; State vs. NTDB submission, the direction of the State registry, ad hoc and canned reports, and a request was made of the members to send a "top 10" report list to Tammy Sajack.

Open forum – President Cloud thanked Past President Christopher for all his diligent work and dedication to TTCF. Mr. Christopher reported that he is in possession of numerous old TTCF documents dating back to 1998 and that he is continuing work on sorting through the archive with the intention of scanning and posting pertinent material to the TTCF webpage.

Adjournment – There was a motion to adjourn the TTCF General Membership Meeting by Kim Loflin with a second by Jacky Betts. There was no opposition. President Cloud adjourned the meeting at 1542. The next scheduled TTCF General Membership Meeting is August 14, 2012 at the Embassy Suites Central Austin Texas.