



Texas Trauma Coordinators Forum
GENERAL MEETING MINUTES

Friday, November 20, 2015

Aloft Hotel Dallas, TX 75202

Registration was opened at 0930 and a continental breakfast was provided. Written agendas and a sign-in roster were utilized. There were 86 members in attendance.

The meeting was called to order at 1000 by President Edwards. An opening prayer and the Pledge of Allegiance were conducted.

Presidents Announcements – *Courtney Edwards*

Ms. Edwards informed the membership that the annual Needs Assessment Survey will be distributed within the next few weeks. There was also a reminder to submit nominations for the annual Trauma Champion of the Year award and the Lifetime Achievement Award. The importance of submitting input to the current DSHS Trauma Rule Revision 157-125 process was discussed. The Strategic Planning Meeting was announced for January 8, 2016 at Plano Regional Medical Center.

Secretary Report – *Brett Dodwell*

Mr. Dodwell announced that the August 2015 General Membership Meeting minutes have not been sent to him for publication or adoption. The minutes will be presented as soon as possible.

Treasurer Report – *Jacky Betts*

Mr. Betts presented an itemized written financial report reflecting Opening Balance Equity \$30,902.92, Retained Earnings \$-8308.79, Net Income \$-2,703.87 for Total Liabilities & Equity \$19,890.26. The Profit & Loss report reflected Gross Profit of \$31,452.00, Total Expenses \$34,155.87 for a Net Income of \$-2,703.87. There was a motion to accept the itemized written report by Christi Reeves with a second by Kathy Rodgers. There were no objections or dissent and the motion passed. Mr. Betts announced the Board's decision to conduct the 2016 Austin meetings at the Wyndham Garden in conjunctive location of GETAC. He also reminded those in attendance to use the Eventbrite tool for meeting registration.

Educational Offering – *Dr. Jessica George*

A one hour PowerPoint educational offering with CE was conducted by Dr. Jessica George, a clinical psychologist from Parkland Hospital's Trauma Service on the subject of "Breaking Bad News."

11:20 Lunch / Networking

Lunch and Committee Breakouts

Committee Reports

Membership – Tracey Cotner-Pouncy, Rebecca Crocker

Ms. Cotner-Pouncy reported 16 new members in attendance and welcome packets were distributed and discussed. Ms. Cotner-Pouncy submitted a 2016 budget request of \$150.

Fund Raising/Finance – Robin Gage, Delores Londerholm

Ms. Gage reported 3 members attended the meeting. Work will commence in 2016 for getting the online ordering and additional merchandise ordered for distribution. There is a raffle scheduled for the February 2016 meeting and a silent auction planned for the May meeting. Anticipated merchandise additions are jackets, polo shirts, portfolios, and cell phone holders. Ms. Gage submitted a 2016 budget request of \$1,500.00.

Level I / II – Terry Valentino, Jo-ell Lohrman

Mr. Valentino reported 38 attendees with predominant discussion on facilities that have been surveyed under the ACS's "orange" criteria. There is evolving clarifications from the ACS regarding new criteria and deficiencies. Committee goals for 2016 were discussed and Mr. Valentino agreed to continue as Committee Chair. He submitted a 2016 budget request of \$0.

Level III – Heidi Lavka, Vacant

See Level IV Committee report.

Level IV – Janice Markwardt, Joy Henry

Ms. Markwardt announced that the Level III/Level IV committees met in unison today and there were 45 attendees. The primary focus was related to the DSHS 157-125 Rule Revisions. She announced that a proposed TTCF letter addressing the points of: TPM FTE, Registrar FTE, and Level IV RN staffing for trauma activations, should be produced and submitted to DSHS. The letter will be constructed by committee and submitted to the TTCF Board for submission. There was a 2016 budget request of \$0 submitted.

Trauma Registry – Irene Lopez, Garrett Hall

Ms. Lopez reported 24 members in attendance. It was announced that the ATS's CSTR certification offering exam has returned; 4000 hours of registry work and other recommendations now listed on the ATS website were announced prior to taking the exam. Ms. Lopez announced that the Lunch N Learn webinars are scheduled to continue for 2016. There was also discussion of the 157-125 Rule Revisions relating to 90% accuracy rate of file submissions and the removal of the recommended 1 FTE for each 500 registry records amassed. Ms. Lopez is working with ATS on a PowerPoint presentation related to NTDS changes and will disseminate when appropriate. She submitted a 2016 budget request of \$2,000.00

Public Relations/Legislative – Jennifer Kraatz, Penny Sellers

Ms. Kraatz reported 1 attendee at the meeting. She announced the resignation of Co-Chair Sellers and the position replacement by Elena Guajardo. Ms. Kraatz expressed the minimum submissions from the membership relating to the newsletter and reiterated the Committee Chair

newsletter calendar. She also reported that work for the 2017 Capitol Day will begin in early 2016. There was a submitted 2016 budget request of \$1,500.00

Special Populations – *Jenny Oliver, Sandie Williams*

Ms. Oliver reported 3 members in attendance and discussion of pediatric pain presentation from TQIP conference was conducted. She submitted a 2016 budget request of \$0.

Injury Prevention – *Amy Schopperth, Jennifer Northway*

Ms. Northway announced 13 attendees discussed the “Stop the Bleed” program and the “Run, Hide, Fight” active shooter program. Submissions to the flash drive revision project were planned and materials will also be distributed via the TTCF list server. Ms. Northway submitted a 2016 budget request of \$5,000.00

Education – *Rosie Bolenbaucher, Christi Reeves*

Ms. Bolenbaucher reported 10 members in attendance. Discussion included: the revision of the TTDEC course with a possible 2nd offering in 2016, increasing the usefulness of registry data and proposed work with the registry committee in this regard, the TMD course, the development of quarterly conference calls, and 2016 topics including human trafficking and QI/PIPS filter competencies. Ms. Bolenbaucher submitted a 2016 budget request of \$5,000.00

Ask The Surveyor – A Q/A panel session with Level III/IV and ACS surveyors was offered to the membership with primary discussion of the beta TCRN examination. There was general feedback that the exam was heavily clinically focused and lacked a overall trauma service/program view. It was felt that the exam was too similar to the trauma portion of the CEN and/or the TNCC course.

State / National Reports

Department of State Health Services (DSHS) OEHS/TS – *Elizabeth Stevenson*

Ms. Stevenson reported that there are currently 283 designated trauma facilities in the State of Texas; 17 Level I, 15 Level II, 55 Level III, and 196 Level IV. Additionally there are 14 facilities in IAP status. It was reported that 2 facilities have rescinded their Level IV designation status related to financial reasons. Ms. Stevenson announced that input for the 157-125 Trauma Rule Revision continues to be sought by DSHS. The revised rules are not anticipated to take effect until late 2016 at the earliest. A new trauma application process for Level III and Level IV facilities will be initiated in early 2016 with numerous educational webinars to be offered. The application process for Level I and Level II facilities will not change.

Trauma Registry – *Dan Dao*

Mr. Dao reported that XML files are now up and running for the State Trauma Registry and that customer service remains a focus at the state epidemiology level. Work continues on the ability display dashboard on-line data and contact can be directed to Mr. Dao at

dan.dao@dshs.texas.gov

Texas EMS, Trauma & Acute Care Foundation (TETAF) – Brenda Putz

Ms. Putz announced the revised trauma application process for Level III and Level IV facilities:

1. Expiration date is triggered for TETAF
2. Request for Survey (RFS) 8-12 months prior to expiration
3. Survey date no less than 6 months before expiration
4. Submit Pre Survey Questionnaire (PSQ) no less than 45 days before survey
5. Submit survey report, DSHS application to State 90 days before expiration.

This new application process will begin in early 2016 and further education will be forthcoming.

Ms. Putz also announced that plans for a SETRAC (Houston) area Data Management Course for February 2016 is in the planning stage with an exact location to be determined. Lastly, she announced that TETAF is planning an organizational restructuring and seeks stakeholder input.

Emergency Nurses Association (ENA) – Courtney Edwards, At-Large Members

Ms. Edwards announced that TNCC instructor course updates are scheduled for 2016 and that the one-day TNCC renewal course will be implemented again. ENPC is beginning a 5th edition revision.

Society of Trauma Nurses (STN) – Rosie Bolenbaucher, At-Large Members

See “Ask The Surveyor”

Showcasing Our Best – *Dr. Ian Mitchell*

Dr. Mitchell the Trauma Medical Director of Children’s Hospital of San Antonio presented a PowerPoint offering relating to child abuse entitled “Always Think Non Accidental Trauma” that was complete with case scenarios.

Educational Offering – Dr. Brian Eastridge

A one hour PowerPoint educational offering related to geriatric trauma with CE was conducted by Dr. Brian Eastridge, the Trauma Medical Director of University Medical Hospital in San Antonio.

Oath of Office – President Edwards administered the oath of office to newly elected Executive Board Members: Treasurer Jacky Betts, Historian Kathy Rogers, and At-Large #2 Sherry Jennings. The oath was witnessed and participated by the General Membership.

Open Forum - *All*

An appreciation award was presented to Courtney Edwards for her tenure as President from 2014 through 2015. President Elect Robin Garza will assume presidential duties on January 1, 2016.

Adjournment – There was a motion to adjourn the General Membership Meeting by Brett Dodwell with a second by Jacky Betts. There were no objections, the motion passed, and the meeting was adjourned by President Edwards at 16:20. The next scheduled TTCF General Membership Meeting is February 9, 2016 at the Wyndham Garden, Austin Texas.

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