



Texas Trauma Coordinators Forum

BOARD MEETING MINUTES

July 20, 2017
Telco

Board Members Present: Robin Garza, Sherry Jennings, Brett Dodwell, Danielle Sherar, Lori Boyett, Tracy Cotner-Pouncy, Sheila Lopez, Jo-ell Lohrman, Sandie Williams, Janice Markwardt, Jennifer Northway, Kelsie Reeh, Marvin Cloud, Jennifer Kraatz, Christi Reeves, Irene Lopez, Garrett Hall, Rebecca Crocker, Rosie Bolenbaucher, Melanie Martin.

Call to Order – The meeting was called to order at 10:03, roll call was conducted, and a quorum was established.

Board Meeting Minutes – There was a motion to approve the May 8, 2017 TTCF Board Meeting minutes as posted to the website by Sandie Williams. There was a second to the motion by Janice Markwardt. There were no objections or discussions and the motion passed. There was a motion to approve the April 27, 2017 TTCF Board Meeting minutes as posted to the website by Sandie Williams. There was a second to the motion by Janice Markwardt. There were no objections or discussions and the motion passed.

Presidents Announcements – *Robin Garza*

Action Items

Workgroup: Flash Drive revision – Ms. Jennings reported that she has received the blank flash drives from Ms. Schopperth and will work with Mr. Dodwell to copy the 242 documents to flash drives and to get published to the website. Ms. Jennings/Mr. Dodwell agreed to research professional coping of the flashdrive via OfficeMax, etc.

Workgroup: Organizational Membership Deliverables – no report offered.

Workgroup: TPM Manual – Ms. Markwardt discussed collaboration with TETAF and incorporating the document into the TTCF New Members Guidebook. Ms. Garza agreed to discuss the collaboration with Ms. Putz of TETAF.

Ask the Surveyors – Ms. Garza asked the Board to offer pre-canned questions for the general meeting agenda item at the August 14th Board Meeting.

Items for Discussion

Office Nominations – The Board was reminded of the November election for Treasurer, Historian, and DAL #2 positions. Mr. Dodwell informed the Board that electronic nominations are possible via the link on the website 'Resources' page. Ms. Garza confirmed she has received 2 electronic nominations as of today. Electronic nomination instructions have also been sent out via the TTCF listserver.

Members' best practices posters/articles – Ms. Williams announced that she will bring a display to the August meeting. Ms. Sheila Lopez announced that she will look into providing a August display also.

Vendors – There was a report that 2 'table' vendors have paid fees to attend the August meeting.

Newsletter – Mr. Cloud announced that the Legislative Workgroup will produce an August newsletter. There was discussion that Committee/Workgroup Chairs should provide submissions to the newsletter. There was also a suggestion to pole the general membership for their input on continuing the newsletter publication.

Rural Trauma Development Course – Ms. Bolenbaucher requested time on the August agenda to discuss the offering of this course.

Officer/Board Reports

President Elect – *Sherry Jennings*
No report offered.

Secretary's Report – *Brett Dodwell*

Mr. Dodwell reported that there are currently 166 paid TTCF 2017 members and that 62 of those are inaugural members. He announced that the Board certified TTCF blank PowerPoint format has been added to the website under the 'Resources' folder and that the meeting times for the Board meetings have been changed on the website from 18:30 to 18:00 for the remainder of the year. He asked for continuing submissions of relevant events be submitted to him for publication on the website calendar.

Financial Report – *Jacky Betts*

No report offered. Mr. Betts provided advanced notice of his absence for today's meeting.

At-Large Report - #1 *Lori Boyett*, #2 *Tracy Cotner-Pouncy*

No reports offered.

Parliamentarian Report – *Danielle Sherar*

No report offered.

Historian Report – *Kathy Rogers*

No report offered. Ms. Rogers provided advanced notice of his absence for today's meeting.

Committee Reports

Membership / Mentorship – *Rebecca Crocker, Melanie Martin, Rosie Bolenbaucher*

Ms. Crocker reported that the committee met in June via telco with 8 attendees discussion included PI, staffing, and the AIS15 course.

Trauma Registry – *Irene Lopez, Garrett Hall*

Ms. Lopez announced that the TETAF Data Management Course will be offered in October in South Padre per their RAC request. She also reported that the Lunch N Learn offerings continue with the next being in September. Past offerings can be viewed on the Committee's TTCF webpage.

Special Populations – *Jenny Oliver, Jessica Vickers*

No report offered.

Injury Prevention – *Jennifer Northway, Kelsie Reeh*

Ms. Northway reported that the new IP scholarship application has been posted to their Committee page on the TTCF website and that she will further announce the scholarship process to the membership. The committee's website page continues to be developed.

Level 1/2 – *Sheila Lopez/Jo-ell Lohrman*

Ms. Lopez announced that the Committee's distribution list continues to be developed and will be published to the webpage in the near future.

Level 3 – *Sandy Williams/Drew Seelman*

Ms. Williams reported that the desire for PI education continues to be voiced from the membership and that the committee leadership will continue to supply this focus in future discussions. There was a suggestion to develop a tool for Level III transfer delays.

Level 4 – *Janice Markwardt, Joy Henry*

Ms. Markwardt announced that the August meeting will have an open form format and that the Committee will also look into a tool for tracking transfer delays.

Workgroup Reports

Public Relations / Legislative – *Marvin Cloud, Jennifer Kraatz*

Mr. Cloud announced the intention to create and publish a newsletter for August 2017. He also reported that the workgroup leadership remains focused on the State 85th Legislatures special session and will report findings to the TTCF membership.

Education – *Angie Juracek, Christi Reeves*

Ms. Reeves announced that the August General Membership meeting speakers will address PTSD and IP violence.

Fund Raising / Finance –*Amy Schopperth, Robin Gage*
No report offered.

Open Forum – ALL

President Garza expressed her gratitude to the Board and Committee/Workgroup leadership for the continuing quality work that is being produced.

Adjournment – There being no further business presented for the Board’s attention, without objection the meeting was adjourned by President Garza at 10:58. The next TTCF Board Meeting is scheduled for Monday, August 14 @ 1800 in Austin.

Recorded By,

Brett Dodwell
TTCF Secretary