



Texas Trauma Coordinators Forum

BOARD MEETING MINUTES

August 20, 2018
Wyndham Garden Hotel
Austin, Texas

Board Members Present: Sherry Jennings, Robin Garza, Jacky Betts, Brett Dodwell, Courtney Edwards, Kathy Rodgers, Lori Robb, Tracy Cotner-Pouncy, Sheila Lopez, Danielle Sherar, Melanie Leonard, Janice Markwardt, Joy Henry, Jenny Oliver, Jessica Vickers, Marvin Cloud, Christa Delagarza, Christi Reeves, Garrett Hall, Rebecca Crocker, Rosie Bolenbaucher, Melanie Martin

Members Present: Ashley Kopech, Russ Carr, Terry Valentino, Dawn Foutnier, Dawn Koepf, John Coley, Mark Kelton, Vickie Hipsher,

Call to Order – The meeting was called to order by Sherry Jennings at 1806. Written agendas were distributed, introductions were conducted, a sign-in roster was utilized, and a quorum was established.

There was a motion to accept the published TTCF July 19, 2018 Board Meeting minutes by Christi Reeves with a second had by Marvin Cloud. There were no objections or discussion and the motion passed.

Presidents Announcements – *Sherry Jennings*

The 2018 Revised TTCF Bylaws and SOPs have been posted and are slotted for adoption at tomorrow's meeting.

The scheduled election for Board Officer positions are scheduled for tomorrow.

Tomorrow's scheduled vendors are CSL Behring and BTG (CroFab).

Best Practice Posters – There are no posters confirmed for tomorrow's meeting and it was noted that future presenters should let Secretary Dodwell know in advance if the TTCF poster board will be needed.

Open Leadership Positions – it was noted that the Education Committee is in search of a Co-Chair and that the DAL#1 Position will potentially be vacant in 2019.

TTDEC Course – The Board was informed that President Jennings will meet with DSHS tomorrow and supply feedback in relation to DSHS's concerns of the TTDEC course. All interested Board Members were invited to attend.

Officer/Board Reports:

Immediate Past President – *Robin Garza*

No report offered.

Secretary's Report – *Brett Dodwell*

Mr. Dodwell reported there are 159 current TTCF memberships. He also announced that the Executive Board met and supported donating \$200 to the Wiktorik scholarship in reverent memory of Wanda Wiktorik's sudden passing. The Board agreed to add a memorandum page to the website which Mr. Dodwell was tasked to accomplish. Ms. Wiktorik's accomplishments and service to TTCF was reflected. In closing Mr. Dodwell charged the leadership to submit ideas for the website FAQ page and announced the TPM manual has been published to the website.

Financial Report – *Jacky Betts*

Mr. Betts supplied an itemized, written financial report reflecting a current L&E of \$24,582.16 and a Net Income of \$2,082.13 for the period of January 1, 2018 through August 17, 2018. Mr. Betts reminded the Board of the significance of vendor support and charged the Board to seek same. There was a short discussion relating to GETAC potentially moving meeting locations in 2019 and potential TTCF hotel options. Mr. Betts tasked with reporting back to the Board.

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

Ms. Robb reported that her RAC supplied input to DSHS related to the Trauma Rule Revision document and there was concern expressed relating to the 'grandfathering' in of non-boarded physicians.

Parliamentarian Report – *Courtney Edwards*

Ms. Edwards announced that ballots for tomorrow's election have been produced and will be distributed to the membership tomorrow.

Historian – *Kathy Rogers*

Ms. Rodgers asked the Board to send her any pictures of Wanda Wiktorik that members may have. There was a suggestion to contact Steve Hughes, Scott Christopher, and Ervin Baker for pictures also.

Committee Reports

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

Ms. Crocker announced that most of the membership book has been published to the TTCF website and that hardcopies will be distributed at tomorrow's meeting.

Trauma Registry – *Irene Lopez, Garrett Hall*

The remaining 2018 'Lunch N Learn' date was report for September 12th. There were two Trauma specific ICD-10 courses announced for Sep 15-16 and Sep 20-21 with registration via the TTCF website. It was also announced that the 2019 NTDB Data Dictionary has been released.

Special Populations – *Jenny Oliver, Jessica Vickers*

Ms. Oliver reported that mental health continues to be a Committee focus.

Injury Prevention – *Jennifer Northway, Kelsie Reeh*

Ms. Northway announced there has been one scholarship application received which will be submitted for Board approval relating to the ATS IP Course. It was announced that the Committee intends to conduct a webinar in November, in addition to submitting information for the next TTCF newsletter.

Level I / II– *Sheila Lopez, Danielle Sherar*

Ms. Lopez announced that data received from the State Registry will be reviewed and discussed at tomorrow's meeting relating to the potential ISS Mortality project. She also announced that the DSHS Trauma Rule Revisions will be discussed tomorrow.

Level III – *Melanie Leonard, Ginger Cunningham*

Ms. Leonard announced that she will be absent at the scheduled November 2nd meeting but Ms. Cunningham will be present.

Level IV – *Janice Markwardt, Joy Henry*

Ms. Markwardt announced that the Committee will focus on the DSHS Trauma Rule Revisions tomorrow.

Workgroup Reports

Public Relations / Legislative – *Marvin Cloud, Christa Delagarza*

Ms. Delagarza reported the newsletter has been created and published on the TTCF webpage and invited the Board to supply articles for the next newsletter publication. Mr. Cloud reported that he attended Ms. Wiktorik's memorial service and invited the Board to visit her memorial on the website. He announced that focus remains on the upcoming 86th State Legislative session and Capitol Day preparations.

Education –*Lauren Ernst, vacant*
No report offered.

Fund Raising / Finance – *Christi Reeves, Cassandra Onofre*

Ms. Reeves reported that an additional order of 5 tourniquets has been submitted and a inventory of current stock has been conducted. There was a short discussion related to clearing out merchandize that has been in stock for a significant time and the Board agreed to task Mr. Betts and Ms. Reeves to reduce prices and stock of said inventory. Ms. Reeves solicited the Board for TTCF T-shirt ideas.

Open Forum – *ALL*

Mr. Betts announced the Texas Stop The Bleed workgroup is meeting tomorrow at 16:30.

Adjournment – There being no further business brought for the Board’s attention, the meeting as adjourned without dissent by President Jennings at 17:25.

The next scheduled TTCF Board Meeting is Friday November 2, 2018 in Austin.

Recorded by,

Brett Dodwell
TTCF Secretary