



Texas Trauma Coordinators Forum

BOARD MEETING MINUTES

November 2, 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, Janice Markwardt, Jennifer Northway, Jenny Oliver, Jessica Vickers, Marvin Cloud, Christa Delagarza, Christi Reeves, Laura Ernst, Dawn Koepp, Irene Lopez, Garrett Hall, Rebecca Crocker, Melanie Martin

Members Present: Russ Carr, Stephen Mora, Katherine Bare

Call to Order – The meeting was called to order by Sherry Jennings at 08:02. 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 October 18, 2018 Board Meeting minutes by Jennifer Northway with a second had by Jenny Oliver. There were no objections or discussion and the motion passed.

Presidents Announcements – *Sherry Jennings*

Best Practice Posters – There was a reminder to bring posters for the June meeting and not the February meeting as the membership will be at the Capitol.

2019 Needs Assessment – Ms. Jennings requested ideas for the report from the Board and suggested polling the membership for possible restructuring of the Registry Committee, as well as committee tenure term limits, educational topics, new TPM members tenure and the time in role of previous TPMs. There was a suggestion to add this to the strategic planning agenda.

Strategic Planning Meeting – formalized for Jan 11, 2019 with default location of Houston from original plan of Beaumont. Ms. Garza agreed to report the facility location back to the Board in the near future.

Annual Awards – There was a suggestion to publish nominations for the Trauma Champion and Lifetime Achievement awards to include past year’s awardees.

Today’s scheduled vendors are CSL Behring and BTG (CroFab).

Officer/Board Reports:

Immediate Past President – *Robin Garza*

No report offered.

Secretary’s Report – *Brett Dodwell*

Mr. Dodwell reported 186 current members which is par for past year’s census. He reminded the Board that the annual membership dues should be paid beginning January 1, 2019 and a new TTCF website password will follow CY19 membership processing. The 2019 meeting dates were announced as published on the website (Feb 25-26, Jun 24-25, Sep 23-24, and Nov 22). There was a discussion to use the GoToMeeting products for future Board meetings and it was determined that the current telephone conference call format is payable per each use and does not include a time window fee. It was also announced that the November electronic newsletter has been published on the website and that a Memorial page has been created on same.

Financial Report – *Jacky Betts*

Mr. Betts supplied an itemized, written financial report reflecting a current L&E of \$25,607.47 and a Net Income of \$3,107.44 for the period of January 1, 2018 through October 31, 2018. Mr. Betts reminded the Board of the significance of vendor support and charged the Board to seek same. There was a discussion relating to the 2019 meeting locations in relation to GETAC. There was a motion to conduct the 2019 Austin meetings at the Wyndham Garden Hotel by Garrett Hall with a second had by Jessica Vickers. The motion passed with one dissenting vote recorded. There was a suggestion to make a formal request for GETAC to move the Trauma meeting to Wednesdays and to move the TOPIC offerings to Mondays. There was agreement to move the 2019 TTDEC course to June 26 to format the June TOPIC course.

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

There was discussion relating to the DSHS led 157 Rule Revision meetings held in numerous RACs. Items discussed included the potential conflict of interest for a surveyor to hold a TTCF Board position, the general support not to grandfather physician positions at facilities, mandated and minimum trauma service FTEs. There was a suggestion to create a formal TTCF paper relating to the proposed 157 revisions to provide DSHS. The Legislative Public Relations workgroup was tasked with drafting a position paper and presenting same at the January 11, 2019 Strategic Planning Meeting. Mr. Dodwell agreed to send his rule revision notes to Mr. Cloud for reference.

Parliamentarian Report – *Courtney Edwards*

No report offered.

Historian – *Kathy Rogers*

Ms. Rodgers announced that she is publishing pictures on the TTCF Facebook page and will continue to do so in the future. There was general support for the process by the Board.

Committee Reports

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

Ms. Crocker announced the revised membership booklet will be distributed at today's meeting. She also reported the Committee had a conference call after the August meeting but only one participant attended. There was a suggestion to use questions from new members to build out the TTCF website FAQ page.

Trauma Registry – *Irene Lopez, Garrett Hall*

Ms. Lopez reported the Lunch N Learn offerings are continuing with the next scheduled offering on December 12, 2018. There was a reminder that the offerings are free to TTCF members and the registration deadline is one week prior to the offering. There was a brief discussion related to the 'trauma cloud' from the Trauma Vendor Alliance. Mr. Hall's election to DAL #1 and the impending Registry Committee Co-Chair vacancy was noted.

Special Populations – *Jenny Oliver, Jessica Vickers*

Ms. Vickers announced the Committee will discuss 2019 goals and budgets at today's meeting.

Injury Prevention – *Jennifer Northway, Kelsie Reeh*

Ms. Northway reported scholarships have been awarded to Steven Talbot, Melanie Leonard, and an unnamed 3rd member.

Level 1/2 – *Sheila Lopez, Danielle Sherar*

No report offered. Ms. Cotner-Pouncy will lead today's meeting.

Level 3 – *Melanie Leonard, Ginger Cunningham*

No report offered.

Level 4 – *Janice Markwardt, Joy Henry*

Ms. Markwardt reported the Committee will conduct normal operations for today.

Workgroup Reports

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

Mr. Cloud presented the Board a mock-up to showcase the purchase of a TTCF 'booth banner.' He reiterated a \$1000 budget for same, with the Board expressing approval. He stated a Capitol Day guide is in development for the February 2019 meeting. Ms. Delagarza noted that the November newsletter has been created and published to the website. Mr. Dodwell agreed to send the workgroup leadership the Rule 157 notes for development and review of a white paper at the January 11, 2019 meeting.

Education –*Lauren Ernst, Dawn Koepp*

Ms. Ernst announced the workgroup is planning to use GoToMeeting tools for 2019 and the possibility of using Ms. Ernst's facility for awarding of future educational CEs. There was discussion related to today's speaker being awarded a \$200 honorarium plus mileage relating to a scheduling error. The Board approved the honorarium via a motion by Mr. Cloud with a second by Garrett Hall.

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

No report offered

Open Forum – Ms. Cotner-Pouncy informed the Board that the CBS news magazine '60 Minutes' will air a Stop The Bleed story on November 4, 2018.

Adjournment – There being no further items brought for the Board's attention, the meeting was adjourned by President Jennings at 09:55. The next scheduled TTCF meeting is scheduled for January 11, 2019 in Houston with specific location TBA.

Recorded by,

***Brett Dodwell
TTCF Secretary***