



*Texas Trauma Coordinators Forum*

## **GENERAL MEETING MINUTES**

**November 2, 2018**

**Wyndham Garden Hotel, Austin, Texas**

Registration Opened at 09:30. Vendors CSL Behring and BTG CroFab operated display booths in the registration lobby.

The meeting was called to order by President Jennings at 10:05 with an opening prayer and the Pledge of Allegiance.

There were 65 paid members in attendance.

There was a solicited motion to approve the August 21, 2018 General Membership Meeting minutes that were posted to the TTCF homepage for review, by Russ Hart with a second by Robin Garza. There were no suggested revisions or dissent and the motion was passed.

### **Presidents Announcements – Sherry Jennings**

Best Practice Posters – The membership was encouraged to display solicited for posters for the 2019 meetings.

Strategic Planning Meeting 2019 – The meeting is scheduled for January 11, 2019 in Houston with a specific location TBA.

2019 TTCF Needs Assessment – Ms. Jennings informed the membership that a survey will be created and disbursed for membership input. The results will be reviewed at the January 2019 Strategic Planning meeting.

2018 Trauma Champion and Lifetime Achievement Awards – The membership was informed that a nomination survey will be electronically distributed for award determinations at the Strategic Planning meeting.

Vendors - CSL Behring / BTG CroFab – Members were encouraged to visit the vendor booths at today's meeting

**Treasurer 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 membership of the significance of vendor support and charged members to seek same. Mr. Betts informed the membership that the Board has finalized the 2019 Austin meeting locations for the Wyndham Garden Hotel. He also informed the membership of the importance of registering for meetings prior to the meeting dates to ensure adequate food and logistics. There was a reminder that the annual TTCF website membership password will change for the new membership term of January 1, 2019.

**TCRN Recognition** – Ms. Jennifer Gauerke was recognized by the membership and awarded coin for successfully passing the TCRN examination.

**Committee Breakout** – There was a 60 minutes breakout session for the Membership, Special Populations, and Injury Prevention committees.

**Registry Committee – Irene Lopez, Garrett Hall**

Ms. Lopez led a discussion with the entire present membership which included: the Co Chair vacancy commencing January 2019, ITDX format for NTDB/TQIP and projected for DSHS, the Trauma Vendor Alliance and Trauma Cloud, and several submission issues related to State Registry submissions. There was a proposal for the creation of a TTCF populated group to interface with DSHS related to registry processes and issues. There was significant support for the idea. In closing, Ms. Lopez reminded the membership of the upcoming December 12<sup>th</sup> Lunch N Learn offering.

Lunch/Networking

**Educational Offering:** “Post Traumatic Stress Disorder” was presented by Ms. Jessica George, PhD which included a 1 hour CE and a PowerPoint presentation. The presentation can be access on the Education Committee page of the TTCF website.

**Committee Breakout** – There was a 60 minutes breakout session for the Level I/II, Level III, and Level IV committees.

**Ask The Experts** – A Q/A session was conducted between TETAF trauma surveyors and the general membership

## Committee Reports

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

Ms. Crocker reported 8 new members in attendance where discussions occurred relating to classes for TPMs, the list server, survey consult visits, registry vendor changes, and the NTDB data dictionary. It was noted that there were many good suggestions about things to add to the membership book with consideration for supplying links for TETAF information in lieu of printing changing material. The 2019 SMART goals and budget will be submitted at the January meeting per committee leadership.

### Special Populations – *Jenny Oliver, Jessica Vickers*

Ms. Oliver reported 43 in attendance where potential topics of pregnancy and pediatric mortality were suggested for the Committee's 2019 focus.

The committee budget was announced as \$100. The 2019 goals were announced as:

1. Conduct a joint webinar with the IP committee on a focused topic.
2. Maintain a minimum of 15 members for committee participation throughout the year.

### Injury Prevention – *Jennifer Northway, Kelsie Reeh*

Ms. Northway reported 56 members attended today's meeting where it was disclosed that 2 scholarships have been awarded, leaving 1 scholarship still available for 2018.

The committee budget was submitted for a cumulative \$3750, itemized as \$3000 scholarships, \$500 IP project, and \$250 materials.

The 2019 goals were announced as:

1. Award 3 IP scholarships
2. Host a IP program/project in conjunction with a TTCF quarterly meeting
3. Host two IP GoToMeetings
4. Update the IP TTCF webpage with conferences, meetings, and observances.

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

Ms. Cotner-Pouncy reported 21 members attended the meeting where discussion ensued regarding: recent ACS surveys, SBIRT screening, PTSD screening, ACS surgical quality survey, DSHS 157 rule revisions, whole blood administration, tourniquet ICD10 coding, and the BAA/Data Release agreements related to the TVA Trauma 'Cloud'.

### Level III – *Melanie Leonard, Ginger Cunningham*

The committee met in unison with the Level III committee.

Level IV – Janice Markwardt, Joy Henry

Ms. Markwardt announced that 42 members were in attendance where discussions were conducted for 2019 goals and the DSHS 157 rule revisions. New members were recognized by the leadership and a Q/A session was also conducted.

### **Workgroup Reports**

Fund Raising / Finance – Christi Reeves, Cassandra Onofre

Ms. Reeves announced \$132 in merchandise sales for the day. She informed the membership that a TTCF T-shirt design is being conducted by a professional design team and solicited the membership for desired merchandise ideas.

Public Relations / Legislative – Marvin Cloud, Christa Delagarza

Mr. Cloud informed the membership that a TTCF 'booth banner' has been given the green light for creation and purchase by the Board. He also discussed logistics for the February 26, 2019 Capitol Day activities and the Texas 86<sup>th</sup> Legislative Session. The publication of the November newsletter was also announced.

MC presented TTCF booth design banner; 86<sup>th</sup> session capitol day logistics discussed, voting encouraged; newsletter announced on website;

Education – Lauren Ernst, Dawn Koepp

Ms. Ernst informed the membership that the workgroup intends to use the GoToMeeting tool in 2019 and solicited educational offering ideas for future meetings.

### **External Reports**

Department of State Health Services (DSHS) OEHS/TS – Elizabeth Stevenson, Jane Guerrero

Ms. Stevenson announced current trauma facility designations as: 18 Level I, 23 Level II, 55 Level III, and 187 Level IV for a total of 283. Newly designated and re-designated faculties were announced and recognized. Ms. McKayla Meredith was introduced to the membership as the newly hired DSHS T/EMS administrative assistant. Ms. Stevenson announced that the DSHS 157 Rule Revision meetings held at the RACs have been completed and there was abundant stakeholder input provided. The revision of the resource documents is in progress with anticipated February 2019 meetings for review of same.

Ms. Hernandez reported that the FY18 UCC application will be released within the next few weeks. This will encompass registry patients with CY16 arrival dates. She announced a new mandate for trauma designated facilities to supply DSHS with an affidavit, similar to the EMS affidavit mandate. The affidavits will be distributed next week and a submission deadline of November 16, 2018 was announced. In closing, Ms. Hernandez stated that the final FY17 disbursements will be mailed out within the next few days.

DSHS Trauma Registry – Dan Dao, Aisha Spinks, Judy Whitfield

Ms. Spinks announced that DSHS began using the NTDB 2017 data dictionary for registry standards and validation in August of this year. She stated that a collaborative continues with DSHS registry personnel and the Trauma Vendor Alliance (TVA) which is anticipated to result in DSHS adopting the ITDX format standards in the summer of 2019. This would finally align the DSHS registry standards with the NTDB/TQIP national standards. Ms. Spinks announced support for the creation of a registry workgroup comprised of TTCF stakeholders and DSHS personnel. She asked interested parties to email her for inclusion at [aisha.spinks@dshs.state.tx.us](mailto:aisha.spinks@dshs.state.tx.us) or [injury.web@dshs.texas.gov](mailto:injury.web@dshs.texas.gov) to participate.

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

Clayton, Courtney DeBower

Ms. Clayton reported that collaborative work between TETAF and TTCF continues for the February 26, 2019 'Capitol Day'. She also reminded the membership to please submit survey applications to TETAF as soon as possible and that they are currently running at a 3 to 4 week application processing timeframe.

Emergency Nurses Association (ENA) – Courtney Edwards, Rosie Bolenbaucher

Ms. Edwards reported that the 5<sup>th</sup> edition of the ENPC course has been released and that the instructor update must be completed by the end of CY18. The 8<sup>th</sup> edition of the TNCC course is anticipated to rollout in March of 2019 and that updates will be required for instructors to keep their status, including 5 hours of online modules. It was noted that work has begun to place a ER RN position of the GETAC council per mandate.

Society of Trauma Nurses (STN) – Rosie Bolenbaucher, Tracy Cotner-Pouncy, Courtney Edwards

Ms. Edwards noted that a revision of ATCN is out in conjunction with the 10<sup>th</sup> edition of the ATLS course.

American Trauma Society (ATS) – Tracy Cotner-Pouncy, Garrett Hall, Brett Dodwell

Mr. Dodwell announced the ATS has had recent significant leadership turnover in the Executive Director and Education Manager positions. He announced that there is an ATS Injury Prevention course scheduled for April 6-7, 2019 in Houston. Registration can be completed using the TTCF website calendar.

**Initiation of New Officers** – The newly elected Executive Board of Directors positions were administered the oath of office which included: President Elect Lori Robb, Secretary Brett Dodwell, Parliamentarian Courtney Edwards, and Director At Large #1 Garrett Hall.

**Open Forum** – There were no issues offered for consideration.

**Adjournment** – The meeting was adjourned by President Jennings at 15:50. The next scheduled TTCF General Membership Meeting is February 26, 2019 in Austin.

*Recorded by,*

*Brett Dodwell  
TTCF Secretary*