



Texas Trauma Coordinators Forum

BOARD MEETING MINUTES

May 16, 2019

GoToMeeting

Board Members Present: Sherry Jennings, Jacky Betts, Brett Dodwell, Courtney Edwards, Kathy Rodgers, Garrett Hall, Sheila Lopez, Danielle Sherar, Melanie Leonard, Janice Markwardt, Jennifer Northway, Kelsie Reeh, Jessica Vickers, Marvin Cloud, Christi Reeves, Dawn Koepp, Irene Lopez, Michael Shiels, Rebecca Crocker, Rosie Bolenbaucher, Melanie Martin.

The meeting was called to order by President Jennings at 13:02 and a quorum was established. Agendas and current revisions of the Bylaws were distributed prior to the meeting.

Approval of Minutes – There was a motion by Mr. Cloud with a second by Ms. Reeves to approve the February 25, 2019 minutes as published. There was no dissent and the motion passed. There was a motion to approve the published March 28, 2019 Board Meeting minutes by Ms. Edwards with a second by Mr. Cloud. There was no dissent and the motion passed. There was a motion to approve the published April 12, 2019 Board Meeting minutes by Ms. Edwards with a second by Mr. Cloud. There was no dissent and the motion passed.

Presidents Announcements – *Sherry Jennings*

Member Best Practice Posters – Ms. Edwards agreed to display posters at the June 25, 2019 General Membership meeting.

2018 Trauma Champion Award – Ms. Jennings announced that the nominee has been selected and will be presented the award at the June 25, 2019 meeting.

2018 Lifetime Achievement Award Ms. Jennings announced that the nominee has been selected and will be presented the award at the June 25, 2019 meeting.

Bylaws / SOPs – Ms. Edwards presented the Board the final revised TTCF Bylaws and SOPs (SOP1, SOP2, SOP3, SOP5) for review. There were no additional revision suggestions voiced or communicated by the Board. There was a motion to accept the 2019 revised TTCF Bylaws, SOP1, SOP2, SOP3, and SOP5 by Ms. Edwards with a second had by Mr. Betts. There were no objections or dissents, and the motion passed. The documents will be published to the TTCF website for membership review 30 days prior to an adoption vote at the June 25, 2019 General Membership meeting. Ms. Edwards agreed to publish a short itemization reflecting the changes to the 2019 documents for quick review.

Officer/Board Reports

President-Elect – *Lori Robb*

No report offered.

Secretary's Report – *Brett Dodwell*

Mr. Dodwell reported 87 current 2019 TTCF members have paid annual dues. It was also noted that several TTCF Board Members have yet to submit a 2019 membership application. Mr. Dodwell agreed to individually notify these Board members and to report compliance back to the Board at the June 24, 2019 meeting. There was also a reminder that the auction solicitation letter is located on the website to assist Board members in securing auction items for the June 25, 2019 meeting.

Financial Report – *Jacky Betts*

Mr. Betts reminded the Board to use the electronic registration feature for the June 25, 2019 meeting and for hotel lodging. He also reiterated that the electronic registration process continues to provide efficiency and reduce congestion during the meeting sign-in process.

At-Large Report - *#1 Garrett Hall, #2 Tracy Cotner-Pouncy*

No reports offered.

Parliamentarian Report – *Courtney Edwards*

No additional report offered, see above Bylaws/SOPs.

Historian – *Kathy Rogers*

No report offered.

Committee Reports

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

Ms. Crocker announced that some features in the TTCF Welcome booklet have been published to the TTCF webpage and that the booklet will be available for new attendees at the June 25, 2019 meeting. Ms. Crocker reported that she will not be attending the June 24 and June 25, 2019 meetings. Ms. Martin also reported that she will not attend the June 24 and June 25, 2019 meetings. Ms. Bolenbaucher agreed to lead the workgroup meeting with DAL support.

Trauma Registry – *Irene Lopez, Michael Shiels*

Ms. Lopez announced the committee's intent to offer webinars in July and October of 2019 and welcomed Co-Chair Michael Shiels to the leadership.

Special Populations – *Jenny Oliver, Jessica Vickers*

Ms. Vickers announced that she will not attend the June 24 and June 25, 2019 meetings.

Injury Prevention – *Jennifer Northway, Kelsie Reeh*

No report offered.

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

Ms. Lopez announced that the committee will continue its regular operations focus.

Level III – Melanie Leonard, Ginger Cunningham

Ms. Leonard announced that she has not had any communication from Co-Chair Cunningham in several weeks and suspected that Ms. Cunningham is not participating in trauma operations. The Co-Chair position is now viewed as vacant and a replacement will be sought. Ms. Leonard also reported that the committee will continue in open forum format at the June 25, 2019 meeting.

Level IV – Janice Markwardt, Joy Henry

Ms. Markwardt announced that the open forum format will be continued at the June 25, 2019 meeting as this is supported by the committee attendees.

Workgroup Reports

Public Relations / Legislative – Marvin Cloud, OPEN

Mr. Cloud announced that the 86th Texas Legislature has passed the trauma funding bill HB2048 and thanked the Board for its legwork and support. He reported that a newsletter is scheduled for the June meetings and that a TTCF vendor booth proforma is being developed for the 2019 TQIP Annual Scientific Meeting in Dallas. It was noted that HB 496, the 'Bleeding Control' legislation has passed the House and is currently in the Senate Education Committee. In closing, Mr. Cloud reported the intention of developing a TTCF promotional video and confirmed the vacancy of the Co-Chair position.

Education – Lauren Ernst, Dawn Koepp

Ms. Koepp charged the Board that any revisions to the TTDEC course presentations must be turned in to her or Ms. Ernst no later than May 31, 2019.

Fund Raising / Finance – Christi Reeves, Cassandra Onofre

Ms. Reeves announced that new merchandize will be presented for sale at the June 25, 2019 meeting and continued to request input for additional merchandize ideas.

Open Forum – ALL

No items presented.

Adjournment- There being no further items presented for the Board's attention, the meeting was adjourned by President Edwards at 13:53.

The next scheduled TTCF Board Meeting is 18:00 June 24, 2019 in Austin.

Recorded by,

***Brett Dodwell
TTCF Secretary***