



Texas Trauma Coordinators Forum

## **BOARD MEETING MINUTES**

**August 15, 2019**  
**Telco**

Board Members Present: Sherry Jennings, Jacky Betts, Brett Dodwell, Courtney Edwards, Sheila Lopez, Janice Markwardt, Jennifer Northway, Kelsie Reeh, Jessica Vickers, Marvin Cloud, Christi Reeves, Casandra Onofre, Michael Shiels, Rebecca Crocker.

The meeting was called to order by President Jennings @ 13:02, electronic agendas were provided and a roll was taken. A quorum was not established.

Approval of the June 24, 2019 Board Meeting minutes were deferred.

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

Member Best Practice Posters – Ms. Reeves agreed to supply posters for the September 24, 2019 General Membership meeting.

Officer Elections – There was a reminder that Board position elections are scheduled for the September 24, 2019 General Membership meeting. The positions are: Treasurer, Secretary-Elect, Historian, and Director At Large #2. Mr. Dodwell agreed to push out the nomination link again to the membership.

Silent Auction – It was announced that there will be another silent auction for the September 24, 2019 General Membership meeting and Board members were encouraged to provide auction items.

### **Officer / Board Reports**

#### **President-Elect – Lori Robb**

No report offered.

#### **Secretary Report – Brett Dodwell**

Mr. Dodwell reported there are 118 current paid TTCF members, of which 46 are inaugural. He reminded the Board that the DSHS 157 rule revision meeting will be held in Austin on September 10, 2019 and that the revised working rules have not yet been released. There was also a reminder that Mr. Dodwell and Mr. Cloud will operate the TTCF booth at the November 2019 ACS TQIP meeting and that volunteers are still needed for booth relief.

**Financial Report** – *Jacky Betts*

No report offered.

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

No report offered.

**Parliamentarian Report** – *Courtney Edwards*

Mr. Edwards reiterated the September 24, 2019 Board member elections and solicited the Board for nominations.

**Historian** – *Kathy Rodgers*

No report offered.

**Committee Reports**

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

Ms. Crocker reported via proxy that new member booklets will be distributed at the September 2019 General Membership meeting.

Trauma Registry – *Irene Lopez, Michael Shiels*

Mr. Shiels announced that the committee will focus on the 2020 data dictionary and general updates at the September 2019 meeting.

Special Populations – *Jenny Oliver, Jessica Vickers*

No updates were reported.

Injury Prevention – *Jennifer Northway, Kelsie Reeh*

Ms. Northway announced that there have not been any new qualifying scholarship applications.

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

Ms. Lopez announced that the committee continues work on the selected project of incorporating a complications dashboard for uniform facility use. It was also reported that there are two nominations for the committee Chair position, Lisa Smith and Monica Sanders. Committee leadership changes will be communicated to the Board when applicable.

Level III – *Melanie Leonard, VACANT*

No report offered and the Co-Chair vacancy was noted.

Level IV – *Janice Markwardt, Joy Henry*

Ms. Markwardt reported that the 157 rule revisions will be the predominate focus at the September 24, 2019 committee meeting.

## Workgroup Reports

### Public Relations / Legislative – *Marvin Cloud, VACANT*

Mr. Cloud confirmed the logistics for the TTCF vendor booth at the November 2019 TQIP meeting, and solicited Board members to assist in manning the booth. He also discussed the TTCF promotional video project and expressed the goal of having the video operational for the TQIP meeting. He solicited the Board for 5 second video offerings using the suggested verbiage 'my team saves lives in ----- Texas'. Mr. Cloud agreed to distribute video instructions and guidelines to the TTCF membership in the near future. The deadline submission date for video offerings is September 10, 2019. Mr. Cloud also agreed to produce the 3<sup>rd</sup> quarter electronic newsletter with Board assistance and requested that submissions be turned in no later than August 30, 2019. In closing it was noted that the Co-Chair position is still vacant.

### Education – *Lauren Ernst, Dawn Koepp*

Via proxy the workgroup solicited feedback for the potential future educational subjects of Human Trafficking and Water Safety. There was general Board support for continuing Human Trafficking education. It was also announced that the September 2019 education presentations will cover Whole Blood administration and Strangulation. It was also noted that the workgroup leadership will distribute feedback from the TTDEC course in the near future.

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

Ms. Reeves announced that red polo shirts have been ordered and that potential T-shirt design ideas are still being solicited. She reported the intention to poll the general membership for ideas and feedback at the September 2019 meeting.

### **Open Forum** – ALL

There was discussion related to the 2020 NTDB change in registry inclusion criteria and significant interest in the DSHS's determination that they will adopt the same inclusion standards. The Board was encouraged to inquire DSHS for feedback and to communicate any acquired input to the TTCF leadership and membership.

**Adjournment** – There being no other business brought for the Board's attention, the meeting was adjourned by President Jennings at 13:52. The next scheduled TTCF Board meeting is September 23, 2019 in Austin.

***Recorded by,***

***Brett Dodwell  
TTCF Secretary***