



Texas Trauma Coordinators Forum

## **BOARD MEETING MINUTES**

**November 22, 2019**  
**Downtown Hilton, Ft. Worth, Texas**

Board Members present: Sherry Jennings, Lori Robb, Jacky Betts, Brett Dodwell, Courtney Edwards, Kathy Rodgers, Tracy Cotner-Pouncy, Danielle Sherar, Monica Sanders, Melanie Leonard, Heather Hill, Kelsie Reeh, Cathy Glenn, Jessica Vickers, Marvin Cloud, Cassandra Dubose, Irene Lopez, Michael Shiels, Rebecca Crocker, Rosie Bolenbaucher, Melanie Martin.

Members present: Leanne Beaudet

The meeting was called to order by President Jennings at 08:02, a sign-in sheet was utilized, written agendas were provided, and a quorum was established.

There was a motion to approve the published October 17, 2019 TTCF Board Meeting minutes by Rosie Bolenbaucher with a second had by Marvin Cloud. There were no suggested revisions and the motion was carried without dissent or abstention.

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

Ms. Jennings announced the Oath of Office will be administered to incoming elected executive directors at today's General Membership meeting.

### Officer/Board Reports

#### **President-Elect – Lori Robb**

Ms. Robb led a short discussion relating to physicians being part of the survey team for Level IV facilities that admit or conduct surgical interventions on trauma patients. Ms. Robb agreed to have a conversation with the GETRAC Committee related to same.

**Secretary's Report – Brett Dodwell**

Mr. Dodwell reported there are currently 124 paid memberships including one international from South Korea. He informed the Board of potential new members from out of state related to the successful TTCF vendor booth at TQIP in Dallas. He also stated that a 32" smart television was purchased with the TQIP booth budget to offset a \$750 monitor rental situation. He solicited a motion to add the TV to the TTCF Secretary's inventory responsibility list. There was a motion put forth by Jacky Betts to add the TV to the Secretary's oversight responsibilities and a second was had by Lori Robb. The motion passed without dissent. Mr. Dodwell reminded the Board that the annual website password will be changed on January 1, 2020 and that no 'pre-paid' memberships are authorized. He also requested a short report relating to the Texas TQIP initiative be provided to the TTCF General Membership on a regular basis. In closing he announced that the Secretary and Treasurer positions have a email account that is included in the 'Go Daddy' website publication package and can be utilized for communication needs. The addresses are [Secretary@TTCF.org](mailto:Secretary@TTCF.org) and [Treasurer@TTCF.org](mailto:Treasurer@TTCF.org)

**Financial Report – Jacky Betts**

Mr. Betts provided an itemized written report reflecting as of November 21, 2019 a Total Liabilities & Equity balance of \$18,128.37 Mr. Betts stated that the balance being below \$20,000 was unusual but did not necessitate a need for concern. The Profit & Loss statement from Jan 1, 2019 through Nov 21, 2019 reflected a negative of \$-5,577.43 There was a discussion relating to the high expense of food and hotel meeting space, especially at the November meetings where TTCF does not have a hotel contract. Mr. Betts solicited the need for vendor support and expressed the positive impact the vendor fees have had on the budget. There was a suggestion to conduct TTCF meetings at local hospitals which was tabled for discussion at the January 2020 Strategic Planning meeting. In closing Mr. Betts reported that DSHS has not finalized the GETAC 2020 meeting dates but they should be released in the immediate future.

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

No report offered.

**Parliamentarian Report – Courtney Edwards**

No report offered.

**Historian – Kathy Rodgers**

No report offered.

## Committee Reports

Membership/Mentorship – *Rebecca Crocker, Melanie Martin, Rosie Bolenbaucher*  
No report offered.

Trauma Registry – *Irene Lopez, Michael Shiels*  
No report offered.

Special Populations – *Vacant, Jessica Vickers*  
It was noted that the Chair vacancy should be filled today at the General meeting.

Injury Prevention – *Kelsie Reeh, Cathy Glenn*  
It was announced that the Co-Chair position has been filled by Cathy Glenn.

Level I / II – *Danielle Sherar, Monica Sanders*  
No report offered.

Level III – *Melanie Leonard, Heather Hill*  
No report offered and the Committee will conduct a joint meeting with the Level IV Committee at today's General Membership meeting.

Level IV – *Janice Markwardt, Joy Henry*  
No report offered.

## Workgroup Reports

Fund Raising / Finance – *Christi Reeves, Cassandra Onofre*  
The Board was informed of the resignation of Christi Reeves as Chair. Ms. Onofre was appointed into the Chair position and has had a last name change to 'Dubose.' Ms. Dubose announced the new T-shirts are available for purchase at \$20.

Public Relations / Legislative – *Marvin Cloud, Vacant*  
Mr. Cloud submitted his resignation of the Chair position to the Board. The Board expressed sincere gratitude to Mr. Cloud for his numerous years of dedicated service to TTCF, to include his tenure as President. Mr. Cloud expressed his heartfelt thanks to the Board and expressed his valued importance of the organization and what it has meant to him over several decades. Mr. Cloud reported that the TTCF video project had a few facility submissions from a single hospital system and expressed the desire for other facilities to submit clips to grow the video project. He reported that the TTCF TQIP vendor booth project was successful and significant interest was visited by attendees; in-state, out-of-state, and international.

Education –*Dawn Koepp, Vacant*

No report or attendance was offered by the workgroup leadership. Ms. Bolenbaucher agreed to POC today's CEU offering and logistics.

**Open Forum** – *ALL*

There was a discussion related to the DSHS 157.125 rule revision changes and the TTCF and TETAF letters that have been submitted for revision consideration. It was reported that the TTCF Board supported letter was delivered to the GETRAC Chair, however no confirmation of the delivery has been acknowledged. There was a suggestion to submit the TTCF letter directly to the HHS Commissioner via the address [www.sos.texas.gov/texreg/index.shtml](http://www.sos.texas.gov/texreg/index.shtml)

**Adjournment** - There being no further items presented for Board addressment, the meeting was adjourned without dissent by President Jennings at 09:40.

*Recorded by,*

*Brett Dodwell  
TTCF Secretary*