



Texas Trauma Coordinators Forum
GENERAL MEETING MINUTES

August 23, 2016
Wyndham Garden Hotel - Austin, Texas

Registration opened at 0730 and a continental breakfast was provided. Silent auction items were on display and open for bidding. There were two vendors present.

Call to Order – The meeting was called to order by President Garza at 0800 with an opening prayer and pledge. There were 109 attendees present.

Approval of May Minutes – *Brett Dodwell, Secretary*

There was a motion to accept the May 10, 2016 General Membership Meeting minutes as posted to the TTCF website by Marvin Cloud, there was a second by Janice Markwardt. There were no objections or corrections voiced and the motion passed without comment. Mr. Dodwell reminded the membership that the minutes are posted to the TTCF website shortly after meetings are conducted for review.

Financial Report – *Jacky Betts, Treasurer*

Mr. Betts provided a written, itemized report through August 17, 2016 which reflected Total Liabilities & Equity of \$22,755.85. It was noted that the current balance includes a laptop computer purchased for \$1,818.93 for use by the TTCF and in the possession of Mr. Betts. The November TTCF meeting was confirmed for the Downtown Dallas Hyatt Regency and it was communicated that there is no TTCF room block for same. The 2017 meeting dates are TBA. Mr. Betts reported that the electronic Eventbrite registration had doubled the meeting RSVP rate which has significantly helped project the accuracy of attendance for logistics.

Presidents Announcements – *Robin Garza*

Action Items – 2016 Initiatives

Workgroup: Flash Drive revision – Attendees were reminded to send documents for the revision to Sherry Jennings at sjennings@st-joseph.org

Workgroup: Review of proposed rule revision – It was reported that the trauma rule revisions have stalled at the State level and that this item will be tabled until further developments arise.

Workgroup: Development of PI Course – It was reported that the initiative will be moved to the Education Committee's purview and that the TTCF Board has agreed to support the STN development and offering of the Level IV focused "mini" TOPIC course. PI will be incorporated into TTCF CE educational offerings where applicable.

Workgroup: Organizational Membership Deliverables - Ms. Rodgers reported on the survey input related to TTCF deliverables. It was announced that the survey will remain open until October 31, 2016 and all members were highly encouraged to complete the survey for input.

Workgroup: By Laws and SOP Revisions – The proposed TTCF Bylaws and SOP revisions were previously posted to the TTCF homepage for membership review. There was a motion to approve the revisions, excluding the Board Attendance section of the SOP, by Marvin Cloud with a second had by Rhonda Manor. Discussion was commenced with the decision for the Board to re-visit the Leadership

Attendance section of the SOP at the January 2017 Strategic Planning Meeting. There was no further discussion, and the motion was passed without objection or dissent.

Officer Elections – Nominated candidates were given the opportunity to address the membership. Ms. Bolenbaucher announced her withdrawal for the Director At Large Position #1. President Garza and the election volunteers distributed hardcopy ballots to the membership and the ballots were collected by the election volunteers after membership voting annotations. Adequate time was afforded to compile the ballots and the election results were announced by Ms. Garza. Newly elected officers will take the oath of office at the November meeting and begin their terms effective January 2017.

President Elect: Sherry Jennings

Secretary: Brett Dodwell

Parliamentarian: Danielle Sherar

Director At Large Position #1: Lori Boyett

TCRN Recognition – members who recently passed the TCRN certification were recognized by the membership and given commemorative TTCF/TCRN coins.

Trauma Lectures – Special Populations Chair Jenny Oliver provided the membership with a lecture resource via the STRAC website.

Vendor Presentation – AHC Media – Ms. Tria Kreutzer addressed the membership and presented a 15 minute PowerPoint presentation relating to CME/CE trauma units. For further information please contact her via tria.kreutzer@ahcmedia.com

Educational Offering – “Burn Care” – Ms. Jenny Oliver presented a one-hour CE offering related to Pediatric burn care. The presentation will be loaded to the members only section of the TTCF website.

“Ask the Surveyor” Q/A panel – TETAF Level III and Level IV surveyors addressed the membership via a question and answer panel.

Trauma Registry Committee – Committee Chair Irene Lopez lead a discussion report relating to registry operations including the standardization process for input registry cases and the PI process; the 2017 NTDB data dictionary and change log; current DSHS registry compliance with NTDB standards; registry vendor updates; uniformity of data; and state Maven submissions.

Committee Breakout – a 60 minute session for Level I / II, Level III, and Level IV committees.

Lunch / Networking

Committee Breakout – a 30 minutes session for Membership, Special Populations, and Injury Prevention committees was conducted.

Educational Offering – “Dallas Shooting – Lessons Learned” - Ms. Jorie Klein presented a 60 minute PowerPoint offering to the membership related to the recent Dallas Police shooting and discussed after action reviews.

Committee/Workgroup Reports

Membership – *Tracy Cotner-Pouncy / Rebecca Crocker*

Ms. Cotner-Pouncy reported 21 new members attended the meeting. All new members were recognized by the general membership. Welcome packets were distributed and a Q/A session was conducted.

Fund Raising - Finance – Robin Gage / Delores Londerholm

Ms. Gage reported that red Polo shirts and fleece jackets will be reordered per membership request. Other merchandize discussed for order/offering included pens. Ms. Gage asked the membership for input on additional item suggestions.

Trauma Registry –

Legislative / Public Relations – Jennifer Kraatz / vacant

Ms. Kraatz announced that the current version of the TTCF newsletter will be distributed electronically. She reminded the membership that next quarters newsletter requires submissions from the Level III, Level IV, Membership, and Legislative leadership Chairs with a deadline of October 11, 2016. Discussion included Capitol Day organization and the need for members to set up appointments with their legislators for the February 2017 Capitol Day. She also announced the next workgroup meeting via telco will be September 28. Lastly the membership was solicited for a workgroup Co-Chair.

Special Populations – Jenny Oliver / Sandie Williams

Ms. Williams reported that work continues on development of Geriatric TTA, and P&Ps. Ms. Oliver will communicate documents for the flash drive revision project. TQIP geriatric guidelines were discussed and the committee solicited existing documents from the general membership.

Injury Prevention – JN new Chair, with Kelsie Reeh as new Co-Chair, StopTheBleed training discussed;

Education – Rose Bolenbaucher / Christi Reeves

Ms. Bolenbaucher announced that she will be resigning the Chair position at the end of 2016. She further reported that a PI focus will be incorporated into educational offerings for the quarterly meeting presentations. It was announced that the PCAR and TCAR courses are recommended for TCRN certification study. Further announcements included the STN annual conference is scheduled for April 5-8, 2017 in St. Louis.

Level I / II – Terry Valentino / Jo-ell Lohrman

Mr. Valentino announced his resignation as Committee Chair related to his increased workload at his facility and system. He solicited the general membership for a Committee Chair replacement. Ms. Lohrman will continue in the Co-Chair position. Committee discussion centered on Orange book updates, including the 8/18/2016 clarification document. VRC webinars for June & July can be found on the ACS COT website. The Texas TQIP project continues forward movement and now includes a participation roster of 31 adult centers and 7 more in the process of signing up. Spring 2016 VTE data will be reviewed at the meeting this Thursday. The committee received a Legislative update from Marvin Cloud and Jennifer Kraatz.

Level III – Wesley Milum / Drew Seelman

Mr. Milum announced his resignation as Committee Chair related to his taking another position at his facility. It was reported that the Co-Chair will assume the Chair position for the interim. The committee discussed the sustainability of the trauma program at the individual facility level, the operating environment and interdepartmental interaction of the TPM at the facility level, and the need to create a continuity plan at the facility level related to trauma program personnel loss.

Level IV – Janice Markwardt / Joy Henry

Ms. Markwardt announced that the Level IV PI class was discussed, in addition to development of staff trauma education. There was solicitation for suggested subjects for presentation at future meetings. Ms. Markwardt reported the meeting was very interactive.

Department of State Health Services (DSHS) OEHS/TS – Elizabeth Stevenson
Ms. Stevenson reported current trauma designated facilities for Texas as Level I (17), Level II (15), Level III (56), and Level IV (202) for a total of 290 with an additional 16 facilities IAP. She reported that DSHS additional hires of Shyriecce Norris as administrative secretary and Debbie Lightfoot as neonatal designation coordinator have occurred. It was also reported that a customer survey will be sent out to facilities post designation/re-designation. It was reported that the trauma rules revision process has been placed in a “hold” status related to the formation of the neonatal designation project which becomes official on June 9, 2016. Ms. Indra Hernandez reported on UCC funding; FY15 were approved today and will be sent out with payments NLT September 12, 2016. The FY16 funds had a tentative release date of mid-September, with the SDA payment portion anticipated for March 2017. Please direct questions to Ms. Hernandez at 512-834-6669.

Trauma Registry – Dan Dao reported the XML record submission process is in trials with many registry vendors and that the Epidemiology departments continues to visit RACs in person and offer monthly webinar. He announced that the 2014 submersion and EMS reports will be posted to the State website in the near future.

Texas EMS, Trauma & Acute Care Foundation (TETAF) – Brenda Putz reported on the survey services lines offered and asked the membership to refer to www.tetaf.org for additional guidance with the new survey process instructions. She announced that educational offerings continue and can be located on the TETAF website calendar. TETAF’s legislative arm was discussed and members were encouraged to sign-up for the TETAF distribution list via the website.

Emergency Nurses Association (ENA) – Courtney Edwards, At-large Members
It was reported that the TNCC one-day renewal course has returned for offering.

Society of Trauma Nurses (STN) – Rosie Bolenbaucher, At-large Members
The membership was informed that the 2017 annual STN conference will occur in April.

Open Forum – Ms. Klein announced that the regular TOPIC course must be completed prior to attending the Level IV “mini” course. The next course is in the planning stage for a November offering in Dallas.

Adjournment – The meeting was adjourned without objection by President Garza at 15:40. The next scheduled TTCF General Membership Meeting is November 18, 2016 in Dallas. Please refer to the TTCF website for reservations and additional information.

Recorded by,

*Brett Dodwell
TTCF Secretary*