



Texas Trauma Coordinators Forum

TTCF BOARD MEETING MINUTES

April 19, 2018

Conference Call

Board Members Present: Sherry Jennings, Jacky Betts, Danielle Sherar, Kathy Rodgers, Lori Robb, Tracy Cotner-Pouncy, Sheila Lopez, Melanie Leonard, Janice Markwardt, Kelsie Reeh, Jenny Oliver, Jessica Vickers, Marvin Cloud, Christa Delagarza, Christi Reeves, Anjenette Juracek, Lauren Ernst, Garrett Hall, Irene Lopez, Rebecca Crocker, Rose Bolenbaucher

Call to Order – The meeting was called to order by President Jennings at 1300. Verbal attendance was taken and recorded, a quorum was established.

February Board Meeting Minutes – There was a motion to approve the published February 12, 2018 meeting minutes by Marvin Cloud; there was a second by Jessica Vickers. There were no objections, dissents, or discussion and the motion was passed.

Presidents Announcements – Sherry Jennings

Workgroup: TPM Manual – Ms. Sherar reported that she divided the manual into sections and distributed to the workgroup participants. She has received all chapter revisions except for two. Anjenette Juracek offered to assist with the two outstanding chapters if needed.

SOP/Bylaw Revisions – President Jennings reported that the workgroup met and will be bringing revisions to the May General meeting for review and approval.

2018 Budgets and Goals – If you have not submitted your 2018 Goals, turn them into Brett Dodwell.

Website Updates – Ongoing; no update.

Items for Discussion:

Members Best Practice – Posters/Articles – Tracy Cotner-Pouncy will bring a poster on Code Angio.

Vendors - for May's meeting will be CroFab and Behring CSL.

STB Course for Wyndham Employees – The Stop The Bleed course for the hotel staff will be held on May 7, 2018 in conjunction with the May meetings. There will be 20-50 participants. Brett Dodwell is the POC for the course and has secured instructors.

Leadership Vacancies – Danielle Scherer has taken the Level I/II co-chair position leaving the Parliamentarian position open.

Board/Officer Reports

Immediate Past President – Robin Garza – not present on the call.

Secretary's Report – Brett Dodwell

Mr Betts presented information for Mr Dodwell. The TTCF donation letter is posted on the website. There are 112 members for 2018. There are several board members who have not paid their 2018 dues and need to do so at or before the next meeting in May. The Lifetime Achievement Award will be given in May. Mr Dodwell still needs goals from two committees.

Treasurer's Report – Jacky Betts

Mr. Betts reported that the room block is closed. We have two vendors for the May meeting and 40 members have registered thus far. Mr Betts also reported that 29 people have registered for the TTDEC course on May 7th, 2018.

Director At Large Reports – DAL #1 Lori Robb; DAL #2 Tracy Cotner-Pouncy - No reports offered.

Parliamentarian Report – Vacant

Ms. Sherar announced that she will be unable to attend the May meetings. Ms. Garza and Ms. Cotner-Pouncy agreed to assume the Parliamentarian duties for May. She is also moving to the Level I/II co-chair position; therefore, the Parliamentarian position is vacant.

Historian – Kathy Rogers - No report offered.

Committee Reports

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

Trauma Registry – Irene Lopez, Garrett Hall

Mr. Hall reminded the group about the Lunch N Learn webinar dates for 2018: July 11th – Intro to ICD-10; Sept 12th – Trauma Registry Reports; Dec 12th - TBD. Ms Lopez told the board that they will have focused discussions on submersion at the May committee meeting.

Special Populations – Jenny Oliver, Jessica Vickers

Ms. Oliver reported that there will be a review of journal articles discussed at the May's meeting and a Toolkit for review.

Injury Prevention – Jennifer Northway, Kelsie Reeh – no report offered.

Level I / II – Sheila Lopez, Danielle Scherer – no report offered.

Level III – Melanie Leonard, Ginger Cunningham – no report offered.

Level IV – Janice Markwardt, Joy Henry

Ms. Markwardt reported that the committee will continue the open forum Q/A format which continues to be applauded by attendees.

Workgroup Reports

Public Relations / Legislative – Marvin Cloud, Christa Delagarza

Mr. Cloud reported that the newsletters will be ready for the May meeting. Mr. Cloud has also ordered 100 copies of the "Eat The Frog" book that is referenced in the TTDEC Course, at \$10 per copy. The intention is to hand out the books, free of charge, to inaugural TTCF members at the quarterly meetings.

Education – Angie Juracek, Lauren Ernst

Ms. Juracek announced all of the TTDEC slides have been updated. She is waiting to hear from Vicki if all of the speakers have submitted their conflict of interest forms.

The speakers for the May meeting will be: Melanie Leonard with a Survivor presentation and Shelia Lopez with a presentation on Follow-up letters and how to use feedback in your PI. In August, Garrett Hall will provide a presentation on the Trauma Registry and in November, the focus will be on Legislative special sessions.

Fund Raising / Finance – Christi Reeves, Cassandra Onofre

Ms. Reeves announced that TTCF logoed tourniquets will be available for purchase at the May meeting. May is also the Silent Auction meeting so please remember to bring items.

Open Forum – ALL

Harris Health COS conference – Mr. Hall reminded the Board that TTCF was offered a vendor booth at no cost for their symposium in Houston on May 23, 2018. The Harris Health COS is asking for a gift certificate. The board agreed to donate a certificate for one membership to TTCF.

STRAC Conference – The STRAC Conference will be held in San Antonio on June 25-27, 2018. There will be a pre-conference TOPIC course. Flyers will be distributed at the May TTCF Meeting.

Adjournment – There being no further business presented for Board attention, the meeting was adjourned by President Jennings at 1444. The next scheduled TTCF Board Meeting is Monday, May 7th @ 1800.

*Recorded by,
Tracy Cotner-Pouncy, RN, TCRN
Director-At-Large#2*