



Texas Trauma Coordinators Forum

BOARD MEETING MINUTES

October 18, 2018

Telco

Board Members Present: Sherry Jennings, Robin Garza, Jacky Betts, Brett Dodwell, Courtney Edwards, Kathy Rodgers, Lori Robb, Tracy Cotner-Pouncy, Melanie Leonard, Ginger Cunningham, Janice Markwardt, Jennifer Northway, Jenny Oliver, Jessica Vickers, Marvin Cloud, Christa Delagarza, Christi Reeves, Cassandra Onofre, Lauren Ernst, Dawn Koepp, Garrett Hall, Rebecca Crocker, Rosie Bolenbaucher, Melanie Martin.

The meeting was called to order by President Jennings at 13:00. A roll call was initialed and a quorum was established.

There was a motion to approve the published August 20, 2018 TTCF Board Meeting minutes by Mr. Cloud with a second had by Ms. Edwards. There were no suggested revisions and the motion passed without dissent.

Presidents Announcements – *Sherry Jennings*

Best Practice Posters – Ms. Garza agreed to provide posters for the November meeting with Mr. Dodwell to provide the tri-fold presentation board.

Baylor Scott & White Trauma Symposium – Ms. Oliver agreed to attend the October 26th event and to operate the TTCF booth. Mr. Dodwell will mail the TTCF display tablecloth to Ms. Oliver.

Officer/Board Reports

Immediate Past President – *Robin Garza*

No report offered

Secretary's Report – *Brett Dodwell*

Mr. Dodwell reported a current TTCF membership count of 184 that reflects a historic baseline. He informed the Board that a 'In Memoriam' listing has been created on the website and solicited input for the FAQ page development. He reminded the Board that the organization is paying a \$110 monthly fee for the GoToMeeting and GoToWebinar service and that these tools should be utilized by the committee/workgroup leadership. There was a suggestion to use this service for telco Board meetings and drop the conference call service.

Treasurer's Report – *Jacky Betts*

Mr. Betts reported that he received the GETAC 2019 meeting dates and reflected a TTCF 2019 meeting schedule of February 26, June 25, September 24, and November 22. It was noted that no meetings will be held in May or August and that the TTDEC Course will be planned for June 24, 2019. There was a brief discussion related to TTCF 2019 hotel locations and noted that GETAC is anticipating their meetings at the Wyndham Garden. Mr. Betts agreed to solicit 3 hotel bids and report back to the TTCF Board.

At-Large Report - #1 *Lori Robb*, #2 *Tracy Cotner-Pouncy*

No report offered and Ms. Cotner-Pouncy agreed to augment the Level III Committee leadership at the November 2018 meeting related to Ms. Leonard's absence.

Parliamentarian's Report – *Courtney Edwards*

Ms. Edwards noted that newly elected officers will take the Oath of Office at the November meeting.

Historian's Report – *Kathy Rogers*

Ms. Rodgers announced that she will email the latest pictures to Mr. Jennings and Mr. Dodwell.

Committee Reports

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

Ms. Crocker reported that the committee received interest in conducting a meeting call between Austin meetings, however only one attendee participated in the October 5th call.

Trauma Registry – *Irene Lopez, Garrett Hall*

Mr. Hall reported that the Committee conducted a Lunch N Learn via GoToWebinar on October 17 encompassing the subject of registry reports. It was also announced that TETAF conducted a DMC in Belton on October 11-12 and noted that the course has been significantly revised.

Special Populations – *Jenny Oliver, Jessica Vickers*

Ms. Oliver noted that she will update the group's distribution list and agreed to attend the BSW Symposium representing TTCF on October 26th.

Injury Prevention – *Jennifer Northway, Kelsie Reeh*

Ms. Northway reported that there have been submitted applications for the 3 available scholarships and that the scholarships are scheduled to be distributed. She noted that the Committee intends to use the GoToMeeting tool in 2019.

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

No report offered.

Level III – *Melanie Leonard, Ginger Cunningham*

Ms. Leonard reported that she will be unable to attend the November meetings and thanked Ms. Cotner-Pouncy for agreeing to support Ms. Cunningham at the meeting.

Level IV – Janice Markwardt, Joy Henry

Ms. Markwardt announced that the Committee continues to have success with their meeting format and anticipates conducting their future meetings in the same manner.

Workgroup Reports

Public Relations / Legislative – Marvin Cloud, Christa Delagarza

Mr. Cloud reported that the workgroup will provide a Legislative Packet for the February 26, 2019 Capitol Day in lieu of the quarterly electronic newsletter. He also announced that the TTCF conference/symposium backdrop will be presented to the Board at the November meeting.

Education – Lauren Ernst, Dawn Koepf

Ms. Ernst announced the CE offering for November will be PTSD related and is on schedule for presentation. An honorarium will be provided to the speaker for travel.

Fund Raising / Finance – Christi Reeves, Cassandra Onofre

Ms. Reeves reported that she has conducted a merchandise inventory and noted that Mr. Dodwell has reflected same on the website. It was reported that a new order for fleece jackets will be placed and that the t-shirt contest has produced only one submission. There was a short discussion related to professional design support with Ms. Martin agreeing to provide Ms. Reeves with contact information of a designer she has used that charges \$100 for 5 designs.

Open Forum - ALL

There was a short discussion relating to the DSHS scheduled Trauma Rule Revision meetings and TTCF membership input. Ms. Rogers, Ms. Garza, Ms. Jennings, and Mr. Dodwell provided brief input from the DSHS SETRAC September 24th meeting, with Mr. Dodwell agreeing to provide the TTCF Board bullet notes from same.

Adjournment – There being no further issues presented for Board attention and without any objections, the meeting was adjourned by President Edwards at 13:45.

The next scheduled TTCF Board meeting is Friday November 2, 2018 at 08:00 in Austin.

Recorded by,

***Brett Dodwell
TTCF Secretary***