



BOARD MEETING MINUTES
April 16, 2020
GoToMeeting Teleconference

Board Members Present: Lori Robb, Sherry Jennings, Jacky Betts, Brett Dodwell, Courtney Edwards, Garrett Hall, Tracy Cotner-Pouncy, Danielle Sherar, Terry Rowden, Melanie Leonard, Janice Markwardt, Rebecca Crocker, Irene Lopez, Michael Shiels, Cathy Glenn, Jessica Vickers, Rebecca Callaway, Kelsie Reeh, Leanne Beaudet, and Rosie Bolenbaucher.

Electronic agendas were published and provided, a roll call was conducted, and a quorum was established.

Call to Order – The meeting was called to order by President Robb at 13:05.

Minutes Approval – There was a motion to approve the published February 17, 2020 Board Meeting Minutes by Jacky Betts with a second had by Jessica Vickers. There were no suggested revisions or dissentions and the motion passed. There was a motion to approve the published February 18, 2020 General Meeting Minutes by Rebecca Crocker with a second had by Melanie Leonard. There were no suggested revisions or dissentions and the motion passed.

President Announcements/Agenda items – Lori Robb

New Meeting Format from February meeting – There was support from the Board to continue with the revised meeting format with positive feedback reported. There was a voiced note to instruct the new members to acquire their buffet lunch ahead of the general membership to facilitate the Membership Committee meeting during lunch.

2020 Needs Assessment – The lack of membership input was discussed as were tools to improve input including an 'in meeting Kahoot'. Consideration of the May 2020 General Membership Meeting being cancelled related to the Covid-19 pandemic, coupled with minimal membership input for the 2020 Needs Assessment, the Board agreed to move ahead with titling the next report 2021 and disseminating it at the November 2020 meeting.

DSHS 157.125 Trauma Rule Revisions – It was noted that the ad hoc TTCF 157.125 group last met on March 11, 2020. Mr. Dodwell agreed to send out Board invites for the next meeting scheduled for June 2020.

August silent auction – There was a reminder for Board members to acquire silent auction items for the annual auction that has been rescheduled for the August 18, 2020 General Membership Meeting.

TTDEC 2020 – It was noted that the TTDEC Course originally scheduled for May 18, 2020 has been rescheduled for August 17, 2020 in Austin. Via email proxy, Education Chair Koepp announced that all presenters of the 2019 course have been sent their lectures and requested that all presenters review their PowerPoint offerings, and to communicate any revisions to her or Education Committee Co-Chair Rosie Bolenbaucher NLT May 22, 2020. It was further noted that all paid fees for the May 22, 2020 course have been refunded. Further noted are the instructions that all participants for the August 17, 2020 course will need to register for that specific offering. The August registration link has been published on the TTCF homepage.

Traveling TTDEC – There was a report from this ad hoc group indicating that several points were discussed relating to developing a ‘traveling TTDEC course.’ Suggestions included constructing a pool of instructors consisting of wide geographic locations, pursuing a video course offering, possible funding by RACs, and conducting pieces of the course over different periods’ of time. Garrett Hall, Jessica Vickers, and Rosie Bolenbaucher agreed to continue developing revised formatting for the course and to keep the Board informed.

Covid-19 Coding in Trauma – There was a short discussion related to the NTDS/ACS request to code Covid-19 testing in the diagnose elements for trauma patients. Mr. Dodwell agreed to publish the NTDS instructional video to the TTCF website.

DSHS/ACS Trauma Designation/Verification extensions – DSHS and ACS designations and verifications being extended and revised related to the current pandemic were discussed. It was noted that DSHS and ACS have continued communication develops via the national and state list servers. Attention to list server communications were highly suggested as the situation continues to develop on a daily basis.

TTCF Annual Awards – Mr. Dodwell reported there have been 13 nomination responses for the awards with the last input occurring on February 18, 2020. He agree to re-announce the nominations link via the TTCF list server prior to the August 2020 meetings.

2021 Strategic Planning Meeting location – The meeting will be conducted on November 19, 2020 from 12:00 to 18:00 in the Dallas/Fort Worth area to coincide with the

November 20, 2020 Board and General meetings. Ms. Leonard agreed to pursue her facility hosting and Ms. Edwards agreed to pursue the local RAC hosting.

Officer/Board Reports

Immediate Past President – *Sherry Jennings*

No report submitted

Secretary's Report – *Brett Dodwell*

Mr. Dodwell reported there are currently 80 paid TTCF members for the calendar year. He also announced that all website links will be updated to reflect the May 2020 meeting cancellations including hotel links and meeting reservations.

Treasurer's Report – *Jacky Betts*

Mr. Betts reported a current revenue balance of \$25,581.00 and that the May 2020 meeting hotel fees have been waved by Hilton. Confirmation of vendors BTG and CLS Behring for the August meeting and revenues from the TTDEC course are anticipated to keep the organization financially sound. Consideration of members reduced travel budgets related to the financial impact of the pandemic and the possible decreased attendance at future TTCF meetings were discussed.

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

Mr. Hall reiterated the Covid-19 coding in trauma patients discussion and pointed out the TNCC and ENPC extensions by the ENA related to the current pandemic.

Parliamentarian's Report – *Courtney Edwards*

Ms. Edwards announced to the Board that the August 2020 meeting will include open nominations for the following Board positions: President-Elect, Director At Large Position 1, Treasurer Elect, and Parliamentarian. She also agreed to provide Mr. Dodwell with the current Bylaw/SOPs for publishing to the website.

Historian's Report – *Kathy Rodgers*

No report submitted.

Committee Reports

Membership/Mentorship – *Rebecca Crocker, Melanie Martin*

Ms. Crocker reported no new developments.

Trauma Registry – *Irene Lopez, Michael Shiels*

The Chair and Co-Chair announced that work continues on educational offerings scheduled for June and August 2020.

Special Populations – *Jessica Vickers, Rebecca Callaway*

No report submitted.

Injury Prevention – *Cathy Glenn, Ashley Kopech*

Ms. Glenn reported that justiceclearinghouse.com and cedirectcontinuingeducation.com are both good sources for free IP CE offerings. It was also reported that there have been no new IP Scholarship applications. CG reports justiceclearinghouse.com

Level I / II – *Danielle Sherar, Terri Rowden*

Ms. Sherar reported no new developments.

Level III – *Melanie Leonard, Heather Hill*

Ms. Leonard reported no new developments.

Level IV – *Janice Markwardt, Joy Henry*

Ms. Markwardt reported no new developments.

Workgroup Reports

Fund Raising / Finance – *Cassandra Dubose, Vacant*

No report submitted.

Public Relations / Legislative – *Kelsie Reeh, Leanne Beaudet*

Ms. Reeh announced that work continues on the quarterly electronic newsletter and solicited membership pictures and stories for same. Ms. Beaudet had nothing further to announce.

Education – *Dawn Koepp, Rosie Bolenbaucher*

Ms. Koepp submitted a written report and Ms. Bolenbaucher provided input related to the TTDEC and Traveling TTDEC agenda items (see above).

Open Forum – *ALL*

No items were presented for attention.

Adjournment – There being no further items presented for discussion, the meeting was adjourned by Past-President Jennings at 13:55. The next scheduled TTCF Board Meeting is July 16, 2020 at 13:00.

Recorded by,

***Brett Dodwell
TTCF Secretary***