



Texas Trauma Coordinators Forum

## **BOARD MEETING MINUTES**

### **October 15, 2020**

### **Zoom Teleconference**

**Board Members Present:** Lori Robb, Sherry Jennings, Brett Dodwell, Courtney Edwards, Kathy Rodgers, Tracy Cotner-Pouncy, Danielle Sherar, Janice Markwardt, Joy Henry, Rebecca Crocker, Melanie Martin, Michael Shiels, Kelsie Reeh, Leanne Beaudet.

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 July 16, 2020 Board Meeting Minutes by Kathy Rodgers with a second had by Tracy Cotner-Pouncy. There were no suggested revisions or dissensions and the motion passed.

#### **President Announcements/Agenda items – Lori Robb**

2021 strategic planning November 19<sup>th</sup> time change – There was discussion and agreement to change the meeting start time to 13:00.

November 20<sup>th</sup> general meeting time – There was discussion and agreement to change the meeting start time to 13:00.

November meeting silent auction – The Board expressed support to conduct the November 20, 2020 silent auction. Ms. Robb suggested members provide gift baskets for auction. Mr. Dodwell agreed to send out a sign-up basket sheet to the Board. Ms. Robb agreed to aggregate the baskets into a webpage and disseminate the web link for bidding.

DSHS/ACS designation/verification extensions – There was a brief discussion of the approximate one year delay in ACS surveys and DSHS's process for designation extensions.

Annual Awards – Ms. Jennings agreed to lead a group to explore the submitted nominations and report back to the Board.

Voting process explanation – Ms. Edwards and Mr. Dodwell reviewed the November election process to include viewing of the survey monkey ballot. It was stressed that the only ballots that will be accepted are those that are cast by current 2020 members and also must include the member's name. Mr. Dodwell agreed to disseminate the survey monkey ballot hyperlink when the voting is opened on November 20, 2020. Ms. Jennings agreed to lead the counting of the ballots and reporting of the results.

Education for November 20<sup>th</sup> meeting – There was no input from the Education Workgroup on CEUs for the upcoming November meeting.

### **Officer/Board Reports**

#### **Immediate Past President Report** – *Sherry Jennings*

No report offered.

#### **Secretary's Report** – *Brett Dodwell*

Mr. Dodwell reported there are currently 136 paid 2020 members. He also informed the Board that the Texas Stop The Bleed coalition's website hyperlink has been placed on the TTCF website homepage.

#### **Treasurer's Report** – *Jacky Betts*

No report offered.

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

No report offered.

#### **Parliamentarian's Report** – *Courtney Edwards*

Ms. Edwards reiterated the November election process.

#### **Historian's Report** – *Kathy Rodgers*

No report offered.

### **Committee Reports**

#### Membership/Mentorship – *Rebecca Crocker, Melanie Martin*

No report offered. Ms. Martin is moving from this committee's Co-Chair position into the Fund Raising / Finance workgroup Co-Chair position.

#### Trauma Registry – *Irene Lopez, Michael Shiels*

No report offered.

Special Populations – *Jessica Vickers, Vacant*

No report offered. Ms. Vickers is moving from this committee's Chair position into the Fund Raising / Finance Chair position.

Injury Prevention – *Cathy Glenn, Ashley Kopech*

No report offered.

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

No report offered.

Level III – *Melanie Leonard, Vacant*

No report offered.

Level IV – *Janice Markwardt, Joy Henry*

No report offered.

### **Workgroup Reports**

Fund Raising / Finance – *Vacant, Vacant*

Ms. Reeh agreed to collect the TTCF merchandise from Ms. Dubose with the intention of distributing it to Ms. Vickers.

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

Ms. Reeh presented the Board with a working model of the November 2020 eNewsletter and solicited article contributions and subject matter from the attendees.

Education – *Dawn Koepp, Rosie Bolenbaucher*

No report offered.

### **Open Forum – ALL**

Mr. Dodwell and Mr. Shiels discussed the NTDB 2021 inclusion criteria change in relation to isolated burn injury diagnoses and encouraged the Board to disseminate the new inclusion criteria change(s) to the membership and their respective organizations.

**Adjournment** – There being no further issues brought for the Board's attention and without dissent, the meeting was adjourned by President Robb at 13:58.

The next scheduled TTCF Board meeting is TBD. The next scheduled TTCF meeting is the virtual Strategic Planning meeting on November 19, 2020 @ 13:00.

***Recorded by,***

***Brett Dodwell  
TTCF Secretary***