



Texas Trauma Coordinators Forum

## **TTCF BOARD MEETING MINUTES** **February 16, 2023** **Zoom Teleconference**

**Board Members Present:** Kathy Rodgers, Dawn Koepp, Brett Dodwell, Courtney Edwards, Danielle Sherar, Rhonda Manor-Coombs, Lori Robb, Laura Wagley, Colyn Turnbow, Janice Markwardt, Joy Henry, Kristie Brown, Christine Campbell, Ashley Kopech, Amy Tucker, Rebecca Crocker, Jenny Oliver, Jennifer Carr, Maysoon Bader, Melanie Vanderford, Susan Curran.

**Call to Order** – The meeting was called to order at 13:01 by President Rodgers, role call was conducted, a forum was established, and the agenda was published and distributed prior to the meeting.

**Approval of Minutes** – There was a motion to approve the published 2023 Strategic Planning Meeting Minutes conducted on November 17, 2022 by Dawn Koepp with a second had by Kristie Brown. There were no suggested revisions and the motion passed.

**Goals:** The 2023 TTCF goals were published for review.  
Support the mission of the TTCF organization through:  
1) Education, mentoring, and networking  
2) Increase membership and participation by 5%  
3) Ensure continued organizational financial stability  
4) Increase stakeholder access through quarterly meetings outside the Austin area  
5) Advocate for legislative initiatives in support of our mission of improved patient outcomes

### **President Announcements/Agenda items** – *Kathy Rodgers*

Dates of 2023 TTCF Meetings were noted as:

- March 5 Board
- March 6 General
- June 5 Board
- June 6 General
- August 14 Board
- August 15 General
- November 16 Strategic Planning
- November 17 General

The use of the Kahoot tool was encouraged for leadership presentations.

Uncompensated care monies – It was noted that a trauma taskforce was established and created a presentation that was provided to Governor Abbot's staff and delivered to Speaker Phelan.

TTDEC – It was announced that the February 24, 2023 TTDEC course is on schedule for conduction.

It was announced that Courtney Edwards will be replacing Rosie Bolenbaucher at TETAF as Education Coordinator.

It was also noted that future TTCF General Meetings will include ACS, ATS, TCAA reports to the membership.

Resignations of TTCF Committee Chairs Michael Shiels and James Stephens were disclosed. Ms. Campbell will assume the Registry Chair and Ms. Wagley will assume the Level III Chair. Ms. Turnbow was appointed to the Level III Co-Chair position.

### **Officer/Board Reports:**

#### **President-Elect** – *Dawn Koepf*

Ms. Koepf noted that she has received input from the membership in interest of receiving education relating to the trauma peer review PI process, trauma registry questions, and also the interest in discussing a possible organizational name change.

#### **Past President** – *Lori Robb*

Ms. Robb noted that she possesses and will deliver the leadership name badges at the March meetings.

#### **Secretary** – *Brett Dodwell*

Mr. Dodwell announced there are currently 58 paid 2023 members and reminded the board to please process their new memberships. It was also noted that 3 board members need to supply their 2023 COI forms and that hotel and meeting reservation links have been posted to the website; further noting that all 2023 hotel reservation and deadline links are posted on the website for use. Closing he reminded the Board of the increased 2023 meeting fees as: \$55 member advanced, \$65 non-member advanced, \$65 member in-person, and \$70 non-member in-person.

#### **Treasurer** – *Jacky Betts*

No report offered.

#### **At-Large** - #1 *Danielle Sherar*, #2 *Rhonda Manor-Coombes*

Ms. Manor-Coombes presented the TTCF Challenge Coin prototype for Board review. There was a brief discussion relating to the coin design resulting in Board support to proceed with production of 100 coins for \$680.

**Parliamentarian** – *Courtney Edwards*

Ms. Edwards presented the Board with the current SOP and Bylaw suggested revisions. There were no further suggested revisions. There was a motion to accept the current version of the revised bylaws by Ms. Manor-Coombs and a second had by Ms. Brown. There were no abstentions or objections and the motion passed. The documents will be published to the website for review with adoption voting to occur at the June 2023 General Meeting. In closing it was noted that the next election nominations will be opened at the June General Meeting for the positions of: Historian, Secretary-Elect, and Director At Large #2, with the election scheduled for the November 2023 General Meeting.

**Historian** – *Tamara Connell*

No report offered.

## **Committee Reports**

Membership / Mentorship – *Rebecca Crocker, Jenny Oliver*

Ms. Crocker noted that the e-booklet is under revision and will be distributed at the next meeting.

Trauma Registry – *Christine Campbell, Vacant*

Ms. Campbell accepted the appointment to the Chair position and reported work continues for the committee's 2023 goals and solicited educational topics.

Special Populations – *Kristie Brown, Lydia Camacho*

Ms. Brown reminded the Board that the educational offering for the next General Meeting will be on obstetric trauma.

Injury Prevention – *Ashley Kopech, Amy Tucker*

Ms. Kopech presented the committee's Spring Newsletter and will deliver to Mr. Dodwell for website publication. There was discussion to include future presentations relating to firearms safety presentations, as well as violence prevention education.

Level I / II – *Sheryl Cloud, Lori Robb*

Ms. Cloud reported the Committee will focus on the new 'grey book' standards to include the change log and development of the 2023 Committee goals.

Level III – *Laura Wagley, Colyn Turnbow*

Ms. Wagley introduced Ms. Turnbow as the new Co-Chair and reported that the Committee will focus on the new upcoming Level III standards for future meetings.

Level IV – *Janice Markwardt, Joy Henry*

Ms. Markwardt announced this year's focus and formatting for the Level IV Committee meetings will continue with the widely accepted current platform.

## **Workgroup Reports**

Fund Raising / Finance – *Melanie Martin, Suzanne Curran*

Ms. Vanderford presented t-shirt and polo shirt prototypes for approval. There was agreement to pursue two t-shirt designs ('no crying' and 'trauma registry') for production. Ms. Curran was introduced as the new Co-Chair.

Public Relations / Legislative – *Cathy Glenn, Vacant*

No report offered.

Education – *Jennifer Carr, Maysoon Bader*

Ms. Carr reported that there are currently 10 participants registered for the February 24, 2023 TTDEC course and that the course is on schedule. It was also noted that the educational offering for the March General Meeting will be on obstetric trauma. Future educational offerings include 'mock trauma' and the leadership agreed to reinstate the trauma Q/A quiz platform on the TTCF Facebook page. Ms. Bader was introduced as the new Co-Chair.

**Open Forum** – *ALL*

There was a short discussion relating to the 2023 strategic planning notes and general support of developing a Emergency Management focused group. Ms. Koepp agreed to present a short prototype educational presentation at the next General Membership meeting.

**Adjournment** – *Kathy Rodgers*

There being no further business brought for Board discussion, the meeting was adjourned by President Rodgers at 14:04. The next scheduled TTCF Board Meeting is March 5<sup>th</sup> in Austin.

***Recorded by,***

***Brett Dodwell  
TTCF Secretary***