



## **BOARD MEETING MINUTES** **March 5, 2023**

### **Embassy Suites Central, Austin Texas**

**Board Members Present:** Kathy Rodgers, Dawn Koepp, Jacky Betts, Brett Dodwell, Tamara Jones, Danielle Sherar, Rhonda Manor-Coombs, Sheryl Cloud, Lori Robb, Laura Wagley, Colyn Turnbow, Janice Markwardt, Kristie Brown, Lydia Camacho, Christine Campbell, Ashley Kopech, Rebecca Crocker, Jennifer Carr, Melanie Vanderford, Suzanne Curran

**Members Present:** Terri Rowden

**Call to Order** – The meeting was called to order by President Rodgers at 18:00, agendas were provided, a sign-in roster was utilized, and a quorum was established.

**Approval of Minutes** – There was a suggestion to revise the February 16, 2023 Board Meeting Minutes 'Executive Director' verbiage. There were no objections. There was a motion to adopt the revised February 16, 2023 Board Meeting Minutes by Mr. Betts with a second had by Ms. Koepp. The motion carried.

#### **TTCF 2023 SMART Goals:**

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**

Ms. Rodgers voiced a reminder for Board Leadership to process memberships and delinquent 2023 Committee/Workgroup Goals.

TTCF 2023 meeting dates were stated as:

June 5 Board, June 6 General

August 14 Board, August 15 General

November 16 Strategic Planning, November 17 General

There was no stated use of the Kahoot tool for tomorrow's presentations by leadership.

Tomorrow's General Assembly Meeting agenda was reviewed.

Committee goals and budgets – President Rodgers noted that goals/budgets are delinquent for the following Committees/Workgroups: I/II, Special Pops, Legislative, Finance, and Education.

Vendors for tomorrow's meeting were noted as Pulsara, ESO, and CroFab

There was lengthy discussion by the Board relating to numerous members suggestions to change the organizational name to Texas Trauma Program Managers Forum. Specific detailed conversation included: inclusion/exclusion terminology, concurrency, banking, and website implications. The Board was in support of a prospectus being developed by interested general members to be presented at the November Strategic Planning meeting with Ms. Koepf agreeing to POC the group.

UCC Funding – Ms. Rodgers informed the Board of an ad hoc coalition's efforts to inform the state leadership of concerns relating to decreased UCC funding to trauma facilities. The group's presentation that was delivered to Governor Abbott's staff and to House Speaker Phelan will be shown to the general membership tomorrow. It was also noted that communication with the DSHS UCC POC has been very lacking and difficult.

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

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

No report offered.

#### **Past President** – *Lori Robb*

Ms. Robb announced that GETRAC Trauma has plans to launch a RAC survey relating to decreased UCC funding and its potential effect on trauma center designations. She also distributed TTCF board name badges.

#### **Secretary Report** – *Brett Dodwell*

Mr. Dodwell reported 82 paid TTCF 2023 members as of 3/3/23 and reminded those present that there are a few Board members who need to process memberships.

#### **Treasurer Report** – *Jacky Betts*

Mr. Betts presented a written itemized report reflecting a current liabilities & equity balance of \$25,056.64 as of 3/1/2023. He also reported TTDEC revenues of \$15,025 from 11 participants at the Feb 2023 course. It was further noted that the room block registration links and deadlines have been posted to the TTCF website.

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

Ms. Manor-Coombes presented the Board 3 challenge coin prototypes for review. The Board selected the white background coin and made the decision to move forward with a purchase. There was a motion by Ms. Rodgers to purchase a lot of 150 coins with a second had by Ms. Koepf. There was no dissent and the motion passed. Ms. Manor-Coombes agreed to complete the purchase.

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

No report offered; however, it was noted that the updated version of the bylaws and SOPs have been published to the TTCF website for membership review with an anticipated adoption vote to occur at the August 2023 general meeting.

**Historian Report** – *Tamara Connell*

No report offered.

## **Committee Reports**

Membership/Mentorship – *Rebecca Crocker, Jenny Oliver*

Ms. Crocker announced the new members e-book has been updated and will be distributed at tomorrow's meeting. Also noted was the leadership's plan to instill a one year follow-up process for new members and to publish the e-book to the committee's webpage.

Trauma Registry – *Christine Campbell / Vacant*

Ms. Campbell announced that tomorrow's presentation is on schedule and will focus on head trauma to include case study. The Co-Chair vacancy was also noted.

Special Populations – *Kristie Brown/ Lydia Camacho*

The leadership announced tomorrow's offering will entail obstetric trauma.

Injury Prevention – *Ashley Kopech / Amy Tucker*

Ms. Kopech stated Steward Williams of Dell Children's will present on High /Low Caliber Firearm Injuries and Basic Safety Recommendations. It was also noted the IP newsletter is published on the TTCF homepage and IP webpage for review.

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

Ms. Cloud reported the focus of tomorrow's meeting will be recent survey knowledge and the updated 'grey' book gap analysis tool.

Level III – *Laura Wagley / Colyn Turnbow*

The leadership announced that pediatrics will be discussed at tomorrow's meeting to include pedi readiness, MPT and TXA guidelines.

Level IV – *Janice Markwardt, Joy Henry*

Ms. Markwardt reported the Committee is maintain its successful format at tomorrow's meeting and invited any TETAF trauma surveyors to attend.

## **Workgroup Reports**

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

Ms. Vanderford reported that the shirt quote obtained was unsatisfactory and solicited additional shirt vendors from the Board. Ms. Koepp agreed to work with the leadership to obtain a better vendor. There was a motion by Mr. Betts to allot the workgroup \$2500.00 for merchandize purchase to include t-shirts and polo shirts. There was a second had by Ms. Jones and there were no objections. The motion passed and the leadership agreed to begin the purchase of the 'registrar' and 'no crying in trauma' t-shirts.

### Public Relations / Legislative – *Cathy Glenn, Vacant*

No report offered.

### Education – *Jennifer Carr, Maysoon Bader*

Ms. Carr noted that Ms. Bader is absent on FMLA and that planning is set to begin on the next scheduled TTDEC course for October 2023. Future General Meeting educational topics included 'mock traumas' and 'peer review' focus.

### **Open Forum** - *ALL*

No suggestions offered.

### **Adjournment** – *Kathy Rodgers*

There being no further business brought for Board attention, the meeting was adjourned by President Rodgers at 19:29.

***Recorded by,***

***Brett Dodwell  
TTCF Secretary***