



## **BOARD MEETING MINUTES**

### **June 5, 2023**

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

**Board Members Present:** Kathy Rodgers, Dawn Koepp, Jacky Betts, Brett Dodwell, Courtney Edwards, Tamara Jones, Rhonda Manor-Coombs, Danielle Sherar, Sheryl Cloud, Lori Robb, Laura Wagley, Colyn Turnbow, Janice Markwardt, Joy Henry, Kristie Brown, Lydia Camacho, Christine Campbell, Ashley Kopech, Amy Tucker, Rebecca Crocker, Jenny Oliver, Jennifer Carr, Cathy Glenn.

**Call to Order** – Roll was taken, a quorum was established, and the meeting was called to order by President Rodgers at 18:00.

**Approval of Minutes** – There was a motion to approve the published May 18, 2023 TTCF Board Meeting minutes by Lori Robb with a second had by Dawn Koepp. There were no suggested revisions and the motion passed.

#### **Goals: TTCF 2023 Smart Goals**

Support the mission of the TTCF organization through:

Education, mentoring, and networking

Increase membership and participation by 5% - Facebook members 390

Ensure continued organizational financial stability

Increase stakeholder access through quarterly meetings outside the Austin area

Advocate for legislative initiatives in support of our mission of improved patient outcomes

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

Dates of remaining TTCF 2023 Meetings

August 14 Board: President-Elect hosting

August 15 General: President-Elect hosting

November 16 Strategic Planning (2024)

November 17 General

Agenda for June general assembly: Pediatric orientated

Committee goals and budgets – SMART goals worksheet still needed from PR/ Legislative workgroup noted.

Rhonda Manor-Coombs was recognized for – TNA top Outstanding 25 nurses of 2023 / Baylor Scott and White (Central Texas) 2022 Nurse of the Year Award – Trauma Program Manager

TTCF awards – Ms. Edwards will distribute hardcopy nomination forms at tomorrow’s meeting.

Potential changing or branding of TTCF to reflect TPM – Ms. Rodgers will address the membership at tomorrow’s meeting for support or retirement.

Rules update – TAC 157.125

Aug 2023 Rules go to Executive Council for review

Sep 2023 Open to formal public comment for 31 days

Oct 2023 closed and public comments will be reviewed and passed or back for review

Jan 2024 Goes for legal review and if passed will be adopted

July 2024 New rules will be implemented

Of note: If you survey in Aug 2023 and you have a focused review due after July 2024; focused review will be judged by new rules.

UCC Funding – Ms. Rodgers reported the UCC funding fees will remain the same as previous funding.

TTCF coin distribution – There was discussion with resolution to distribute coins to: all presenters, TCRN certifications, and CAISS/CSTR certifications.

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

**President-Elect** – *Dawn Koepf*

Ms. Koepf will host the August Board and General meetings in Ms. Rodger’s absence. PI is the scheduled focus for August education.

**Past President** – *Lori Robb*

Ms. Robb announced the RAC survey was released last week to RAC Chairs.

**Secretary’s Report** – *Brett Dodwell*

Mr. Dodwell reported 106 current 2023 members and that Kahoot tools have been created for tomorrow’s presentations.

**Treasurer’s Report** – *Jacky Betts*

Mr. Betts produced an itemized financial report for CY23 through May 25 reflecting current Liabilities & Equity of \$21,050.96 It was also reported that tomorrow’s vendors are ImageTrend, CroFab, and ESO. It was also announced that the hotel reservation links for the August and November meetings have been published to the TTCF website including cut-off dates. Mr. Betts informed the Board that he and Mr. Dodwell are currently working on options to replace PayPal to reduce the operational registration fees.

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

No report offered

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

Ms. Edwards reported the Bylaws and SOP revisions are set for membership adoption vote tomorrow and that the annual awards will be conducted by hardcopy ballot. Also noted were the scheduled August elections of Historian, Secretary-Elect, and DAL #2.

### **Historian's Report – Tamara Jones**

Ms. Jones reported that archive publication of pictures from meetings and Anniversary Celebration are in progress with the Board supporting the Facebook platform. There was a motion by Kristie Brown to hire a photographer to take professional headshot pictures of Board members at the November 2023 meeting, there was a second had by Lori Robb. The motion passed. Ms. Manor-Combs agreed to research a local photographer.

## **Committee Reports**

### Membership/Mentorship – Rebecca Crocker, Jenny Oliver

Ms. Crocker reported the new version of the 'new member' e-book is scheduled for distribution to include a QR code for convenience.

### Trauma Registry – Christine Campbell, Vacant

Ms. Campbell announced the 'pedi' focused presentation is ready for tomorrow's meeting and that a search continues for the Co-Chair position.

### Special Populations – Kristie Brown, Lydia Camacho

Ms. Brown reported their 'pedi' presentation is on track for tomorrow.

### Injury Prevention – Ashley Kopech, Amy Tucker

Ms. Kopech announced the Committee's 'water safety' presentation and Kahoot will be offered at tomorrow's meeting.

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

No report offered

### Level III – Laura Wagley, Colyn Turnbow

Ms. Wagley announced that she will not be attending the August meetings per family leave, but the Committee meeting will be led by Ms. Turnbow and will focus on PI topics.

### Level IV – Janice Markwardt, Joy Henry

Ms. Markwardt reported the Committee will continue with its usual platform at tomorrow's meeting.

## **Workgroup Reports**

### Fund Raising/Finance – Melanie Vanderford, Suzanne Curran

Mr. Dodwell announced that Ms. Curran is absent related to emergency medical leave. Mr. Betts announced the workgroup's new t-shirts will be available for purchase tomorrow; to include long sleeve 'no crying' shirts for \$25, and 'registrar' shirts for \$20.

Public Relations/Legislative – *Cathy Glenn / Vacant*

Ms. Glenn reported on the status of numerous 88<sup>th</sup> Legislature bills and that collaborative work continues with TETAF on relative legislative focus.

Education – *Jennifer Carr, Maysoon Bader*

Ms. Carr announced that the Facebook question project has resumed and that the October 16, 2023 TTDEC course is on track. There was discussion on committee/workgroup collaboration for the PI focused educational offerings anticipated at the August meetings. Ms. Carr agreed to lead a ad hoc workgroup for planning and any leadership interested in collaborating were encouraged to contact Ms. Carr asap.

**Open Forum** - *ALL*

No offerings were discussed.

**Adjournment** – *Kathy Rodgers*

There being no further items brought for Board attention, the meeting was adjourned by President Rodgers at 17:00.

***Recorded by,***

***Brett Dodwell  
TTCF Secretary***