



*Texas Trauma Coordinators Forum*

**GENERAL ASSEMBLY MEETING MINUTES**

**August 15, 2023**

**Embassy Suites Central, Austin Texas**

**Registration** – Opened at 07:30 with vendors present: Anavip, BTG, Kcentra, ESO, and ImageTrend.

**Call to order, Pledge, Reflection** – The meeting was called to order by President-Elect Koepp at 08:00. Agendas were provided and attendance was counted as 108.

**Approval of Minutes** - There was a motion to approve the published June 6, 2023 General Meeting minutes by Julie Spurly with a second had by Kristie Brown. There were no suggested revisions and the motion passed.

**Presidents Announcements** – *Dawn Koepp*

2023 DSHS Survey Guidelines – The membership was informed of the publication to the TTCF homepage of the documents that was released by DSHS last week.

DSHS Gap Analysis Document – Ms. Koepp informed the membership that the document has been released and published to the TTCF homepage.

STN's TPM Position Statement – The membership was also informed of the document's existence on the TTCF website homepage.

November Silent Auction - Ms. Koepp informed the membership that the annual 'Silent Auction' will be conducted at the November 17, 2023 General Assembly meeting.

TTDEC Course – The scheduled October 16, 2023 Texas Trauma Designation Education Course was imparted to the membership with sign-up availability via the TTCF website.

**Treasurer Report** – *Jacky Betts*

Mr. Betts produced an itemized financial report for CY23 through August 1 reflecting current Liabilities & Equity of \$16,840.54 It was also announced that the hotel reservation links for the November meetings have been published to the TTCF website including cut-off dates. Pre-meeting fee registration was also prioritized to the membership to ensure accurate amenities and meals. Mr. Betts also announced the in-process purchase of two new laptop computers for succession planning of the Secretary and Treasurer positions which will be used to support the future positions.

**Secretary Report** – *Brett Dodwell*

Mr. Dodwell announced the current CY23 TTCF membership at 130. He gave a short demonstration of the website to include processing an annual membership, pertinent document locations, Committee/Workgroup pages and the application of the annual password for access.

*TTCF August 15, 2023 General Assembly Meeting Minutes*

**Historian Report – Tamara Connell**

No report offered.

**DAL Director At Large Report – Danielle Sherar, Rhonda Manor-Coombs**

Ms. Coombs reported that a photographer will be present at the November meeting for fee based headshots.

**Parliamentarian Report – Courtney Edwards**

Ms. Edwards initiated the scheduled Board election. There was a motion to close nominations by Kristie Brown with a second by Colyn Turnbow. Nominations were closed to the floor without dissent. Paper ballots were distributed to the paid membership with a 'write-in' option available. Ballots were collected by the parliamentarian for analysis.

**Pediatric Readiness Project – Dr. Remick & Sally Snow, RN**

The membership was given a presentation by Dr. Remick and Sally Snow relating to the Toyota grant funded pediatric readiness project. The presentation can be referenced on the TTCF Special Populations webpage.

**PI presentation – Education & Special Populations Committee**

The membership was presented a 2 hour CE collaborative offering of PI focused multiple PowerPoint presentations by the leadership of the Education and Special Populations committee/workgroups. PI overview, case scenarios, and processes were all discussed including clinical examples.

**Registry Presentation – Christine Campbell, Lori Foster**

Ms. Campbell offered the membership a AIS coding presentation relating to the above mentioned PI presentation. The presentation can be referenced via the Registry webpage.

**Lunch\*** (inaugural members mentorship meeting)**Injury Prevention – “Texercise” Holly Riley**

Ms. Holly Riley of HHS gave the membership a 30-minute PowerPoint presentation entitled 'Texercise'. The presentation can be referenced on the IP webpage.

**TETAF – Aaron Rodgers, Terri Rowden**

The membership was addressed by TETAF staff relating to survey process timelines and applications. Please see the TETAF website for detailed information and contacts.

**Breakout Meetings\***– The leadership of the Level I/II, Level III, and Level IV Committees led a one hour breakout session of members present.

**Ask the Surveyor – TETAF Trauma Surveyors**

TETAF trauma surveyors guided a Q/A session to the membership to address survey specifics.

## Internal Reports

**Education – Jennifer Carr, Maysoon Bader**

Ms. Carr presented the QR code to attendees for evaluation and CE obtainment of the PI Collaborative Presentation. She reminded the membership of the October 16, 2023 scheduled TTDEC course and to register via the TTCF website. In closing, future educational subjects were solicited from the membership for consideration.

**Injury Prevention – Ashley Kopech, Amy Tucker**

The leadership announced the 'Texercise' PowerPoint can be accessed via the IP webpage of the TTCF website.

Special Populations – *Kristie Brown, Lydia Camacho*

The leadership thanked Dr. Remick and Sally Snow for the Pediatric Preparedness presentation and noted that the PowerPoint can be found on the SP webpage of the TTCF website.

Registry – *Christine Campbell, Lori Foster*

Ms. Campbell introduced Ms. Foster as the Committee's new Co-Chair and solicited registry presentation topic ideas from those in attendance.

Public Relations / Legislative – *Cathy Glenn, Vacant*

Ms. Glenn noted the vacancy of the Co-Chair position and encouraged any interested members to contact her. She noted State SB 1447 and national SB 1176 are closely being followed.

Membership / Mentorship – *Rebecca Crocker, Jenny Oliver*

Ms. Crocker announced 12 inaugural members attended today's meeting where the TTCF e-book was distributed.

Fundraising / Finance – *Melanie Vanderford, Suzanne Curran*

Ms. Vanderford presented t-shirt prototypes to the membership for input on production. It was noted that current shirts will be reordered per limited stock. Ms. Vanderford also announced the scheduled November 17, 2023 Silent Auction and that she will be distributing a sign-up offering sheet in the near future.

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

The leadership announced that the Committee reviewed recent stakeholder surveys, the CMS activation financial data project, and a brief discussion on wristband data.

Level III – *Laura Wagley, Colyn Turnbow*

Ms. Turnbow reported the attendees discussed best practice guidelines for debriefing trauma activations and PI issues.

Level IV – *Janice Markwardt, Joy Henry*

Ms. Markwardt announced the Committee reviewed the recently released DSHS Survey Guidelines and were addressed by TETAF staff and trauma surveyors.

## **External Reports**

Department of State Health Services (DSHS) OEHS/TS – *Jorie Klein, Elizabeth Stevenson, Audrey Green*

Ms. Stevenson reported 303 currently designated trauma facilities. Also noted the trauma revision rules are scheduled for formal comment in December 2023, with a planned adoption of April 2024, and implementation on September 24, 2024. She noted last week's release of the Survey Guidelines are under revision to exclude all stroke data from the document. It was stated that the final Survey Guidelines document will not be in effect until the revised trauma rules are effective, again anticipated for September 24, 2024. This includes stipulations in the document relating to RTS, wristbands, document uploads, etc.

Trauma Registry – *Jia Benno, Gavin Sussman*

Mr. Sussman announced the state registry will move to NTDS2023 standards in mid-November 2023. At that time the 2017 submission platform will be retired. This will leave stakeholders the ability to submit using the 2020 and 2023 platforms.

Emergency Nurses Association (ENA) – *Courtney Edwards*

Ms. Edwards reported the national conference is scheduled for September 2024 and the state meeting for October 13-14. It was also noted that burn certification via BCEN is now available.

***TTCF August 15, 2023 General Assembly Meeting Minutes***

Society of Trauma Nurses (STN) – Courtney Edwards

National TraumaCon was noted as April 2024 and the e-library has been updated to the 5<sup>th</sup> edition. It was also reported that the TOPIC course is now available on-line.

American Trauma Society (ATS) – Brett Dodwell

Mr. Dodwell noted the ATS President has released a call for members that may be interested in serving on Councils or Committees and referred the membership to the ATS website for specific opportunities. It was also noted that the ATS has a vast variety of educational courses available with the website given for reference.

Stop the Bleed Coalition – Jennifer Carr, Brett Dodwell

Ms. Carr and Mr. Dodwell informed the membership of the Coalitions website for reference ([www.stopthebleedtexas.org](http://www.stopthebleedtexas.org)) and the monthly scheduled meetings of 'First Fridays' at 10:00. Sep 1<sup>st</sup> first Fridays stopthebleedtexas.org

**Election Results** – The parliamentarian reported the election results to all in attendance as: Secretary-Elect Tamara Jones, Historian Joseph Murray, and Director-At-Large #2 Rhonda Manor-Coombs. There was a motion to destroy the ballots by Rebecca Crocker with a second had by Suzanne Curran. There were no objections and the motion passed.

**Adjournment** – The meeting was adjourned by President-Elect Koepp at 16:10.

*Recorded by,*

*Brett Dodwell  
TTCF Secretary*