



Texas Trauma Coordinators Forum

BOARD MEETING MINUTES
October 19, 2023
Virtual Zoom

Board Members present: Kathy Rodgers, Dawn Koeppe, Jacky Betts, Brett Dodwell, Courtney Edwards, Tamara Jones, Danielle Sherar, Rhonda Manor-Coombs, Sheryl Cloud, Lori Robb, Laura Wagley, Colyn Turnbow, Janice Markwardt, Lydia Camacho, Christine Campbell, Lori Foster, Ashely Kopech, Amy Tucker, Rebecca Crocker, Jenny Oliver, Jennifer Carr, Maysoon Bader, Melanie Vanderford, Suzanne Curran, Cathy Glenn

Call to Order – Agendas were provided, role call was conducted, a quorum was established, and the meeting was called to order by President Rodgers at 13:02.

Approval of Minutes – There was a motion to approve the published August 14, 2023 TTCF Board meeting minutes by Ms. Koeppe with a second had by Ms. Bader. There were no suggested revisions and the motion passed.

Goals: TTCF 2023 Smart Goals were reviewed per below:

Support the mission of the TTCF organization through:

- 1) Education, mentoring, and networking
- 2) Increase membership and participation by 5% - Social media subscribers were noted to be 412 per Ms. Rodgers. Current TTCF paid membership census was reported as 152 per Mr. Dodwell.
- 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*

Upcoming meeting dates were noted per below:

- November 16 TTCF Strategic Planning from 13:00 to 18:00
- November 17 TTCF General Assembly
- March 4 2024 TTCF Board
- March 5 2024 TTCF General Assembly
- June 10 2024 TTCF Board
- June 11 2024 TTCF General Assembly
- August 19 2024 TTCF Board
- August 20 2024 TTCF General Assembly
- November 21 2024 TTCF Strategic Planning
- November 22 2024 TTCF General Assembly

Use of Kahoot for questions during meeting – Mr. Dodwell noted that the Education Workgroup has submitted a Kahoot for their November meeting presentation. He asked all leadership to submit any presentations and Kahoot surveys to the secretary NLT November 10 2024.

Trauma Rules update – There were no voiced changes to the anticipated DSHS schedule of public comment input in December 2023 and rule implementation in September 2024. There was discussion relating to the reported increase in contingency surveys and redundant information required in DSHS post-survey phone meetings. There was board support to investigate the causes and increase the efficiency of the process(s).

Pediatric Readiness Project – It was reported that RACs are in the process of appointing RAC trainers; it was also noted that the last presentation on the project has been published to the Special Populations TTCF webpage for reference.

Officer/Board Reports:

President-Elect – *Dawn Koepp*

Ms. Koepp reported that she will lead the November 16 2023 Strategic Planning meeting and asked the leadership to begin formulating their 2024 SMART goals and budgets.

Secretary's Report – *Brett Dodwell*

Mr. Dodwell reported 152 current paid TTCF CY23 members, which is a 9% increase from last year's 140 member census. He asked the leadership to provide him with any presentations and Kahoot surveys no later than November 10 2024 to provide adequate processing for the November 17 General Assembly meeting.

Treasurer's Report – *Jacky Betts*

Mr. Betts reported a current TTCF budget of \$20,335.11 and that the October 16 2023 TTDEC course net revenue was \$4,450. He reminded the board that block discount registration for the November General Assembly meeting expires next week. It was also reported that there are 5 vendors anticipated for the November General meeting.

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

Ms. Manor-Coombs announced that she has been elected to President-Elect for the Texas ENA. She also reported that board member 'head shots' are on track for offering at the November 17 2024 meeting.

Parliamentarian's Report – *Courtney Edwards*

Ms. Edwards announced that the scheduled Oath of Office will be conducted for newly elected members at the November General meeting.

Historian's Report – *Tamara Jones*

Ms. Jones reported that TTCF meeting photos are being uploaded to the TTCF Facebook page.

Committee Reports

Membership/Mentorship – *Rebecca Crocker, Jenny Oliver*

The leadership reported that the inaugural member 'e-book' will be discussed and disseminated at the November General meeting.

Trauma Registry – *Christine Campbell, Lori Foster*

Ms. Campbell reported that she is unable to attend the November General/Board meetings but introduced Ms. Foster as the new Co-Chair. There is no scheduled Registry presentation for the November meeting.

Special Populations – *Kristie Brown, Lydia Camacho*

TTCF October 19 2023 Board Meeting Minutes

Ms. Camacho announced that there is no scheduled presentation for the November meeting.

Injury Prevention – *Ashley Kopech, Amy Tucker*

Ms. Kopech reported that November 18 is National Injury Prevention Day and that the Committee will set up a IP booth at the November meeting for members to take pictures and recognize the day. She encouraged TTCF leadership to wear 'green' for the occasion.

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

Ms. Cloud announced the Committee will focus on 2024 SMART goals and budget at the November meeting, in addition to recent survey insights and the sharing of more protocols.

Level III – *Laura Wagley, Colyn Turnbow*

Ms. Wagley was welcomed back from her maternal leave. Ms. Turnbow announced the Committee will discuss 'TPM wellness' at the next meeting.

Level IV – *Janice Markwardt, Joy Henry*

Ms. Markwardt reported the Committee will maintain the usual format and focus on new survey/trauma rules at the November meeting.

Workgroup Reports

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

Ms. Vanderford lead a discussion on new TTCF Board shirts and produced two prototypes. There was general support for the navy polo shirt without stripes. She agreed to provide sizing dimensions to the board so all can input their desired size shirt. There was agreement to purchase 'registrar' shirts and a request to produce a black/grey jacket prototype for board approval before purchase. It was noted that only 3 baskets have been confirmed for the November silent auction; greater board support was encouraged.

Public Relations / Legislative – *Cathy Glenn, Vacant*

Ms. Glenn displayed a presentation reflecting the reported 14 State Constitution amendments that are scheduled for ballot voting on November 7 2023. Ms. Glenn agreed to publish the presentation to the TTCF list server and disseminate as thorough as possible in the near future.

Education – *Jennifer Carr, Maysoon Bader*

The leadership reported 31 participants attended the October 16, 2023 TTDEC course which was offered virtually. They also announced a Kahoot will be conducted at the November General meeting to support TCRN education.

Open Forum - ALL

Ms. Rodgers reviewed the proposed agenda for the November General Assembly meeting, noting that considerable time has been allotted for discussion of the Trauma Gap Analysis. There was agreement for the Education Committee to conduct a planning meeting prior to the November General meeting to organize the Gap Analysis discussion. Any interested Board members were encouraged to contact Ms. Carr and/or Ms. Bader. It was noted that the Gap Analysis documents is published on the TTCF homepage.

Adjournment – There being no further items brought for Board attention, the meeting was adjourned without dissent by President Rodgers at 14:15.

Recorded by,

***Brett Dodwell
TTCF Secretary***