



Texas Trauma Coordinators Forum

GENERAL ASSEMBLY MEETING MINUTES

November 17, 2023
Embassy Suites Central, Austin Texas

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

Call to Order - The meeting was called to order by President-Elect Koepf at 08:02. Agendas were provided and attendance was counted as 87. The silent auction was opened and bid items were displayed.

Approval of Minutes – There was a motion to approve the published August 15, 2023 General Meeting minutes by Tamara Jones with a second had by Christine Campbell. There were not suggested revisions or edits, and the motion passed.

Presidents Announcements – *President-Elect Dawn Koepf*

Trauma Rules Update – Ms. Koepf updated the membership on the latest DSHS trauma rules revision schedule to include an anticipated formal comment period from January 19, 2024 through February 19, 2024.

TTCF Lifetime Achievement Award – Ms. Rodgers presented the annual TTCF award to Terri Rowden.

TTCF Trauma Champion Award – Ms. Koepf presented the annual TTCF award to Kathy Rodgers.

Outgoing President Tenure Gift – Mr. Dodwell presented Ms. Rodgers a State Flag and Certificate gift on behalf of the TTCF Board and Membership for her Presidential tenure from January 2021 through December 2023.

Recognition of Injury Prevention Day – Ms. Koepf announced that National Injury Prevention Day is tomorrow November 18, 2023 and that the IP Committee has set up a photo booth for members to use today. TTCF membership who are IP champions were awarded a TTCF challenge coin for recognition.

Strategic Planning Update – Ms. Koepf updated the membership on yesterday's 2024 Strategic Planning meeting (re: minutes).

Secretary Report – *Brett Dodwell*

Mr. Dodwell presented a PowerPoint report indicating a current 2023 membership census of 156 which is increased from 2022's 140. He also presented a short walk-through of the TTCF website to include membership processing, document's locations, minutes archive, Committee/Workgroup pages, and reminded the membership that the annual membership fee runs through the calendar year and includes an annual password change.

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Treasurer Report – *Jacky Betts*

Mr. Betts presented an itemized 2023 written annual financial report reflecting total income of \$30,491.45 and total expenses of \$28,707.79. It was noted that meeting expenses denote the major annual expense (\$22,165.00) and that meeting fees denote the major annual income (\$16,016.45). Net income was noted as \$1,783.66. There was also a submitted itemized written report reflecting a current liabilities & equity balance of \$23,100.98. There was a motion to accept the financial report by Ms. Jones with a second by Ms. Koeppe, the motion passed. Mr. Betts imparted the importance of pre-registering for the quarterly meetings in reference to adequate logistical support with food and also the importance of using the hotel discount room block rate. He also announced there is a workgroup looking into creating a vendor bundle by tier schedule.

The 2024 General Assembly Meeting dates were reported as: March 5 in Austin, June 11 in Austin, August 20 in Austin, and November 22 in Fort Worth with hotel locations TBD.

Historian Report – *Tamara Jones*

Ms. Jones reviewed the silent auction process and items for bidding with the membership. It was also announced that memento sign-in books will be offered at future quarterly meetings.

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

Ms. Manor-Coombs informed the membership that a photographer is available to take professional portrait pictures today for the general membership at a cost of \$40 for 6 pictures.

Parliamentarian Report – *Courtney Edwards*

The TTCF Oath of Office was administered for the incoming 2024 newly elected Board members: Jacky Betts Treasurer-Elect, Tamara Jones Secretary-Elect, Joseph Murray Historian, Lori Foster Registry Co-Chair, and Dawn Koeppe President-Elect.

CEU Offering "Developing Your Emergency Management Program" - *Suzanne Curran, BSN, RN Director of Emergency Healthcare Services at Southeast Texas Regional Advisory Council (SETRAC)*

CEU Offering "Mastering Trauma PI Case Review: A Step-by-Step Approach" - *Ashley Kopech, MSN, RN, CCRN, TCRN Trauma Program Manager – BSW Temple*

TETAF Update – *Terri Rowden*

Ms. Rowden gave a short update to include the survey request process and suggested that TPMs begin the process one year prior to their designation renewal. She also announced the next Data Management Course will be offered on June 6-7, 2024 and that the 2023 Texas TQIP Collaborative meeting will be conducted at the TQIP National Conference.

Breakout Meetings – Level I/II, Level III, Level IV

Lunch (inaugural members mentorship meeting)

CEU Offering "Untangling the Process of Loop Closure" - *Diana Grimm-Mapp, BSN, RN, TCRN, CEN*

Ask the Surveyor – TETAF Trauma Surveyors

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

Silent Auction Winners – The winning bidders for all basket offerings were announced. Revenue was disclosed as \$1,646.00

External Reports

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

Ms. Stevenson reported that the schedule for the trauma rules revision has been delayed with the formal comment period to begin January 19, 2024 through February 19, 2024 with DSHS communicating the opportunity for comment via email notice. The revised rules are anticipated to be adopted in May 2024 with an anticipated implementation date TBA. She also announced that DSHS will begin conducting Level I/II monthly conference calls in January 2024, similar to the existing Level III/IV current monthly calls. In closing, Ms. Stevenson reported the next UCC application packet is being revised and there is no set release date although January 2024 is anticipated. There was a TTCF request to Ms. Stevenson to resume designation and re-designation announcements by specific facilities at future TTCF meetings, to which Ms. Stevenson agreed to resume.

Trauma Registry – Gavin Sussman

Mr. Sussman updated the membership on the State's migration to new registry software to include the exclusive EMS submission platform of NEMSIS version 3.5, the trauma ITDX versions 2020 and 2023, and reported the 'go live' date of November 20, 2023. It was also noted that the Texas Wristband abstraction data should be annotated in the "State Trauma Number" field and is currently optional, however there is an anticipated change to mandatory abstraction when the revised trauma rules go into effect.

Texas EMS, Trauma & Acute Care Foundation (TETAF) – Terri Rowden / Aaron Rodgers

See above.

Emergency Nurses Association (ENA) – Courtney Edwards

Ms. Edwards announced that Ms. Manor-Coombs has been elected to the State Chair position and that the next PECC meeting is scheduled for January 11, 2024 prior to the State meeting on January 12, 2024. There was a release of an ENA position statement paper and staffing calculation tool that can be found on the ENA website.

Society of Trauma Nurses (STN) – Courtney Edwards

Ms. Edwards reported TraumaCon is scheduled for April 10-12, 2024 and that a "qualification and competences for TPM" position paper has been released. In closing it was announced the TOPIC course is now available on-line.

American Trauma Society (ATS) – Brett Dodwell

Mr. Dodwell reviewed the multiple educational course offerings for the ATS with specific information to be found on the ATS website.

Trauma Centers Association of America (TCAA)

No report offered.

ACS – Chris Campbell

Ms. Campbell announced the opportunity for 'in-person' surveys beginning in 2024 with forthcoming information to be reviewed at the 2023 National TQIP Conference. It was also announced that a revision to the 'grey' book is anticipated to occur after the national conference November 30 – December 2, 2023.

Texas Stop the Bleed Coalition – Jennifer Carr, Brett Dodwell

A election for Coalition Chair is scheduled for December 1, 2023 with nominations currently being accepted through December 1st. Please submit to current Coalition Chair Christy Reeves and Jennifer Carr. The next Chair will assume office on January 1, 2024. Version 3 of the national course is scheduled for release in the near future. Texas abstraction of tourniquet codes using the ICD10-PCS process was discussed.

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Internal Reports

Education – *Jennifer Carr, Maysoon Bader*

Ms. Carr solicited education topics and speakers for 2024 and announced there will be one TTDEC course for 2024 with date TBD.

Injury Prevention – *Ashley Kopech, Amy Tucker*

The leadership announced that the educational focus for 2024 will follow the overall quarterly themes.

Special Populations – *Kristie Brown, Lydia Camacho*

Ms. Camacho reported the SP education will follow the general assembly education quarterly focus.

Registry – *Christine Campbell, Lori Foster*

Ms. Campbell announced the Co-Chair position has been filled by Ms. Foster from Memorial Hermann in Houston.

Public Relations / Legislative – *Cathy Glenn, Vacant*

Ms. Glenn announced that Christy Gamel has been appointed as Co-Chair.

Membership / Mentorship – *Rebecca Crocker, Jenny Olivier*

The leadership reported there were 7 inaugural members that attended today's meeting.

Fundraising / Finance – *Melanie Martin, Suzanne Curran*

Ms. Martin reported today's silent auction netted \$1,646.00 and thanked the membership for their support. There was also membership support to offer the prototype TTCF jacket for a sale price of \$50.

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

Ms. Cloud reported 30 attendees at today's meeting where recent surveys were discussed and a suggestion to review the PRQ as soon as received was stressed. The federal 'no surprise billing law' was also discussed.

Level III – *Laura Wagley, Colyn Turnbow*

The committee met in conjunction with the Level IV committee at today's meeting.

Level IV – *Janice Markwardt, Joy Henry*

Ms. Markwardt reported 38 Level IV attendees and 10 Level III attendees were at today's meeting where Audrey Green from DSHS addressed the group in a Q/A format.

Adjournment – *Kathy Rodgers, Dawn Koepf*

There being no dissent voiced, the meeting was adjourned at 15:25. The next scheduled TTCF General Assembly meeting is scheduled for March 5, 2024 in Austin with specific location TBA.

Recorded by,

Brett Dodwell
TTCF Secretary