



Texas Trauma Coordinators Forum

**TTCF BOARD MEETING MINUTES**  
**August 19, 2024**  
**Embassy Suites Central, Austin, Texas**

**Board Member Attendance:** Dawn Koepp, Kathy Rodgers, Jacky Betts, Brett Dodwell, Courtney Edwards, Joseph Murray, Danielle Sherar, Rhonda Manor-Coombs, Sheryl Cloud, Laura Wagley, Colyn Turnbow, Janice Markwardt, Joy Henry, Ashley Kopech, Brandi Mendoza, Jenny Oliver, Jennifer Carr, Maysoon Bader, Suzanne Curran, Kristi Gamel.

**Call to Order** – The meeting was called to order by President Koepp at 18:01 with a forum established, agendas distributed, and a sign-in sheet utilized.

**Approval of Minutes** – There was a motion to approve the published July 18, 2024 TTCF Board meeting minutes by Kathy Rodgers, with a second voiced by Jacky Betts. There were no suggested revisions and the motion passed.

**TTCF 2024 Smart Goals** – Review of the below occurred:

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) Collaborate with Texas EMS for Children in providing pediatric simulation, scenarios, PECC education and interactive learning within the pediatric specialty
- 5) Provide information regarding trauma rules, gap analysis, and any additional state trauma related guidelines.

**Dates of 2024 Meetings** – Review of the below occurred:

<b>Virtual Board Meeting</b>	<b>Board Meeting</b>	<b>General Membership</b>
February 23, 2024	March 4, 2024	March 5, 2024
May 16, 2024	June 10, 2024	June 11, 2024
July 18, 2024	August 19, 2024	August 20, 2024
October 17, 2024	November 21, 2024	November 22, 2024

## **Trauma Rules Update**

Ms. Koepp led a discussion regarding the proposed 157 rules revisions and noted that the item will be discussed at tomorrow's assembly meeting. It was also noted that formal written public comment is open.

## **Officer/Board Reports:**

### **President** – *Dawn Koepp*

Ms. Koepp reported that Ms. Camacho will not be attending the meetings today or tomorrow relating to illness.

### **Past President** – *Kathy Rodgers*

No report offered.

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

Mr. Dodwell distributed a hardcopy prospectus relating to the succession planning for the Secretary/Secretary-Elect transition. Itemized annotations relating to secretary operations were discussed. It was noted that the annual fee for the TTCF Zoom account will be discussed for possible elimination at the November Strategic Planning meeting. Board members were requested to keep the prospectus confidential. Mr. Dodwell also reported a current 2024 membership census of 140.

### **Secretary Elect Report** – *Tamara Jones*

No report offered.

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

Mr. Betts produced an itemized written financial report dated July 31, 2024 reflecting a total L&E balance of \$-3,245.26. He noted that the organization is solvent and stated the importance of vendor revenue and the annual TTDEC course fees. TTDEC current enrollment is 8. It was noted that there are 4 vendors for tomorrow's assembly meeting. Hotel meeting logistics and fees continued to be discussed with agreement to add the 2025 meeting location discussion to the November 2024 Strategic Planning meeting.

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

No report offered.

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

Ms. Edwards announced that tomorrow's election for President-Elect, Treasurer-Elect, Parliamentarian, and DAL #1 will be conducted using QR codes. All nominees have been vetted for qualifications.

### **Historian's Report** – *Joseph Murray*

Mr. Murray stated that his goal is to have the TTCF promotional video project created by 1Q25 and added that attendee consent for pictures during the General Assembly Meetings should be added to the meeting agendas. There was Board support for the measure.

## **Committee Reports**

### Membership - Mentorship – *Rebecca Crocker, Jenny Oliver*

Ms. Oliver announced that the 'new members' e-booklet will be distributed at tomorrow's meeting.

### Trauma Registry – *Christine Campbell, Lori Foster*

No report offered.

### Special Populations – *Kristie Brown, Lydia Camacho*

No report offered. The scheduled bariatric presentation will be belayed for the November 2024 meeting.

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

Ms. Kopech announced her previously stated resignation from the committee relating to a new career opportunity. The Board recognized her years of service and gratitude for her leadership. Ms. Tucker has been appointed to the Chair position and Ms. Mendoza to the Co-Chair position.

### Level I - II – *Sheryl Cloud, Lori Robb*

Ms. Cloud reported that tomorrow's meeting focus will include the 157 rules and recent ACS survey input.

### Level III – *Laura Wagley, Colyn Turnbow*

The leadership announced that the usual meeting format and focus will be enacted tomorrow.

### Level IV – *Janice Markwardt, Joy Henry*

The leadership announced that the usual meeting format and focus will be enacted tomorrow.

## **Workgroup Reports**

### Public Relations - Legislative – *Cathy Glenn, Kristi Gamel*

Ms. Gamel noted that the workgroup has produced 2 new documents relating to Texas 85<sup>th</sup> Legislature operations and will be publicized tomorrow. The documents have been published to the workgroup's TTCF webpage.

### Fundraising / Finance – *Melanie Vanderford, Suzanne Curran*

Ms. Curran reported that another order of 'Board' shirts have been completed and the leadership is awaiting delivery of same.

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

Ms. Carr noted the TTDEC registration link for the October 22, 2024 course is located on the TTCF website and that 8 registrations have occurred. She encouraged the Board to promote the course and for module presenters to revise their lectures to incorporate the impending 157 rules. November 2024 education will include the bariatric offering and a SBIRT mental health offering. Considerations for neurotrauma were voiced for 2025.

**Open Forum - ALL**

Mr. Betts was recognized for his 30 years of attendance and service in TTCF.

**Adjournment – Dawn Koepp**

There being no further input presented for Board consideration, Ms. Koepp adjourned the meeting at 19:07.

***Recorded by,***

***Brett Dodwell  
TTCF Secretary***