



Texas Trauma Coordinators Forum

**TTCF Board Meeting Minutes**  
**Thursday, October 17, 2024**  
**Virtual via Zoom**

**Board Member Attendance:** Dawn Koepp, Kathy Rodgers, Brett Dodwell, Tamara Jones, Courtney Edwards, Danielle Sherar, Rhonda Manor-Coombs, Sheryl Cloud, Lori Adams, Laura Wagley, Colyn Turnbow, Janice Markwardt, Joy Henry, Kristie Brown, Lydia Camacho, Christine Campbell, Amy Tucker, Brandi Mendoza, Rebecca Crocker, Jenny Oliver, Jennifer Carr, Melanie Vanderford, Suzanne Curran, Cathy Glenn, Kristi Gamel.

**Call to Order** – The meeting was called to order by President Koepp at 13:01 with a forum established, agendas distributed, and a roll-call attendance utilized.

**Approval of Minutes** – There was a motion to approve the published August 19, 2024 TTCF Board meeting minutes by Tamara Jones, with a second voiced by Kathy Rodgers. 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:

Virtual Board Meeting	Board Meeting	General Membership
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** – Dawn Koepp

Ms. Koepp led a short review of the current 157 rules status resulting in no new reported movement of the rules per DSHS or TTCF Board Member knowledge.

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

#### **President – Dawn Koepp**

Ms. Koepp reported that the 2024 proposed revision of the TTCF Bylaws has been completed (see Parliamentarian Report below). It was also noted that there is confirmation of 8 assigned auction 'baskets' for the November meeting with an additional basket forthcoming. It was also reported that there are 40 registered participants for the October TTDEC course and that the TTDEC flyer was revised per DSHS request relating to PI CE verbiage.

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

No report offered.

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

Mr. Dodwell reported a current rough count of 144 processed TTCF memberships for 2024. He also requested any educational presentation for the November meeting be delivered to him NLT November 8, 2024.

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

No report offered.

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

No report offered.

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

No report offered.

#### **Parliamentarian Report – Courtney Edwards**

Ms. Edwards presented the Board with the current TTCF Bylaws red-line document and reviewed proposed specific revisions. The document will be published to the TTCF website 30 days prior to adopted voting.

#### **Historian Report – Joseph Murray**

No report offered.

### **Committee Reports**

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

No report offered.

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

Ms. Campbell announced that the leadership intends to offer a 30 minute presentation at the November meeting relating to NTDS 2025 changes and will include a case-study aspect.

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

Ms. Camacho reported that she will present the 60 minute Bariatric Trauma presentation originally scheduled for the August TTCF General Membership meeting. The presentation has been published to the Committee's webpage.

#### **Injury Prevention – Amy Tucker, Brandi Mendoza**

Ms. Tucker announced that the leadership will provide an 'IP' photo booth at the November meeting to celebrate National Injury Prevention Day. There was also a suggestion for a 30 minute presentation relating to the V3 release of the StopTheBleed campaign.

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

The leadership reported that the usual meeting format and focus will occur at the November meeting.

Level III – *Laura Wagley, Colyn Turnbow*

The leadership reported that the usual meeting format and focus will occur at the November meeting.

Level IV – *Janice Markwardt, Joy Henry*

The leadership reported that the usual meeting format and focus will occur at the November meeting.

**Workgroup Reports**

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

Ms. Glenn announced that the State's 89<sup>th</sup> Legislative Session will commence on January 1, 2025. It was also noted that efforts are underway to educate for additional UCC funding coffers.

Fundraising / Finance – *Melanie Vanderford, Suzanne Curran*

The leadership reported that production of new TTCF shirts remains in progress.

Education – *Jennifer Carr, Maysoon Bader*

Ms. Carr reiterated there are 40 participants registered for the October TTDEC course. Presenters were encouraged to complete any final revisions to their presentations. The CE related educational offerings for the November General Assembly Meeting were reported as 1) Bariatric Trauma by Ms. Camacho, and 2) SBIRT/Mental Health presentation by JPS personnel. Mr. Dodwell reiterated the request that the JPS presentation slides be delivered NLT November 8, 2024.

**Open Forum** – *ALL*

There was a discussion relating to proof of TTCF membership in regard to trauma survey documents. Ms. Koepp noted that she is delivering a short TTCF form letter per member request.

Ms. Koepp also noted that her email address will be changing on November 7, 2024.

**Adjournment** – *Dawn Koepp*

There being no further business for Board attention, the meeting was adjourned without objection by President Koepp at 13:52.

***Recorded by,***

***Brett Dodwell  
TTCF Secretary***