



**BOARD MEETING MINUTES**  
**July 16, 2020**  
**GoToMeeting Teleconference**

**Board Members Present:** Lori Robb, Sherry Jennings, Jacky Betts, Brett Dodwell, Kathy Rodgers, Tracy Cotner-Pouncy, Danielle Sherar, Terry Rowden, Melanie Leonard, Janice Markwardt, Joy Henry, Rebecca Crocker, Irene Lopez, Michael Shiels, Cathy Glenn, Jessica Vickers, Rosie Bolenbaucher, Cassandra Dubose, and Dawn Koepp.

Electronic agendas were published and provided, a roll call was conducted, and a quorum was established.

**Call to Order** – The meeting was called to order by President Robb at 13:02.

**Minutes Approval** – There was a motion to approve the published April 16, 2020 Board Meeting Minutes by Kathy Rodgers with a second had by Terry Rowden. There were no suggested revisions or dissentions and the motion passed.

**President Announcements/Agenda items** – *Lori Robb*

Future General Membership Meetings – There was discussion with agreement to conduct a shortened version of the August General Meeting via virtual environment on August 18, 2020.

November silent auction – There was agreement to pursue the opportunity of a silent auction.

TTDEC – There was agreement to offer the course via virtual environment on August 17, 2020. Ms. Koepp and Ms. Bolenbaucher are consolidating revised presentations and it was suggested that all presenters have back-up presenters available. Mr. Dodwell agreed to research obtaining 'Zoom' and any advantages it may have over 'GoToMeeting'.

Traveling TTDEC – It was reported that minimal movement has occurred since the last Board Meeting to offer the TTDEC Course in a 'traveling' format.

COVID 19 issues for trauma centers – The Board discussed several challenges that are being observed in Texas trauma centers including: difficulty obtaining PPE, trauma staffing decreases, the dual role of TPMs as Emergency Management/Preparedness leaders, and financial distress.

DSHS/ACS designation/verification extensions – It was noted that TETAF is conducting Level III/IV trauma surveys in an augmented format related to social distancing. Notification to TETAF of any facility that may need an extension was highly suggested. There was discussion that DSHS is requesting ongoing TQIP survey extension notices on a quarterly basis.

Access to TNCC/ENPC classes – Virtual courses were discussed with significant input that the virtual environment has led to many challenges in the courses. In-person courses continue to be offered in a social distancing format. A suggestion was made that the TTCF Board of Directors draft a letter/email to the Texas ENA President relaying support for the courses and observed challenges.

Annual Awards – Mr. Dodwell reported there has been no input for nominations since February 2020 and reminded the Board that the nominations link has been disseminated several times to the membership. Mr. Dodwell agreed to email the link to the current 2020 members for input and to TTCF members who are interactive in their RACs.

2021 Strategic Planning Meeting – There was consensus to conduct the meeting on November 19, 2020 in a virtual environment.

Elections: President-Elect, Treasurer-Elect, Parliamentarian, DAL #1 – There was considerable discussion relating to the election process with the pandemic impact of cancelled and virtual meetings. In consultation of Bylaw and SOP review, there was a motion to conduct the election at the November 20, 2020 meeting and to open nominations for the positions of President-Elect, Treasurer-Elect, Parliamentarian, and Director At Large Position #2 no later than 30 days prior to the November General Meeting. The motion was stated by Kathy Rodgers and a second was had by Cathy Glenn. There were no objections or dissents and the motion passed.

## **Officer/Board Reports**

### **Immediate Past President** – *Sherry Jennings*

No report offered.

### **Secretary's Report** – *Brett Dodwell*

Mr. Dodwell reported 90 members for 2020 and informed the Board that the TTCF website has been updated with meeting information and TOPIC offerings.

### **Treasurer's Report** – *Jacky Betts*

No report offered.

**At-Large Report** - #1 Garrett Hall, #2 Tracy Cotner-Pouncy

Ms. Cotner-Pouncy reported that her facility is beginning their EPIC 'Go Live' implementation.

**Parliamentarian's Report** – Courtney Edwards

No report offered.

**Historian's Report** – Kathy Rodgers

No report offered.

**Committee Reports**

Membership/Mentorship –Rebecca Crocker, Melanie Martin

No report offered.

Trauma Registry – Irene Lopez, Michael Shiels

Mr. Shiels agreed to create a short presentation for the August General Meeting.

Special Populations – Jessica Vickers, Rebecca Callaway

No report offered.

Injury Prevention – Cathy Glenn, Ashley Kopech

No report offered.

Level I / II –Danielle Sherar, Terri Rowden

Ms. Sherar reported that the Committee's workgroup will begin research on the 'Trauma Registrar Role Study' in August 2020.

Level III – Melanie Leonard, Heather Hill

Ms. Leonard announced that Ms. Hill has resigned her Co-Chair position and that a search for the vacancy has begun.

Level IV – Janice Markwardt, Joy Henry

No report offered.

**Workgroup Reports**

Fund Raising / Finance – Cassandra Dubose, Vacant

Ms. Dubose reiterated her resignation related to a facility job promotion. She agreed to collaborate with Ms. Reeh for a TTCF merchandise transfer.

Public Relations / Legislative – Kelsie Reeh, Leanne Beaudet

Ms. Reeh reported in abstention that work on the electronic newsletter is in progress. It was noted by the Board that February 2021 is Capitol Day and significant work remains to ensure effective Capitol Day operations and logistics.

Education –Dawn Koepp, Rosie Bolenbaucher

Ms. Koepp summarized the TTDEC status as noted above. The Board concluded that the TCRN Vouchers research project has been exhausted.

**Open Forum – ALL**

No items or concerns were voiced by the Board.

**Adjournment**

There being no further items presented for the Board's attention, the meeting was adjourned without dissent or object at 14:01 by President Robb.

*Recorded by,*

*Brett Dodwell  
TTCF Secretary*