



Texas Trauma Coordinators Forum

GENERAL MEETING MINUTES

**November 20, 2020
Via Zoom Meeting**

Registration occurred via Eventbrite.

Call to Order – The meeting was called to order by President Robb at 13:01. Published electronic agendas were provided prior to and during the meeting.

There was a motion to approve the published August 18, 2020 General Membership Meeting minutes by Mr. Betts with a second had by Ms. Lavelle. There were no suggested revisions, discussion, or dissents and the motion was passed.

Presidents Announcements – Lori Robb

Virtual Auction Reminder – Ms. Robb reminded the membership that the virtual auction bidding will close today at 14:00.

Virtual Election Process – Ms. Courtney Edwards reviewed today's election process to the attendees, to include the email ballot link to be emailed when voting opens today, and the voting link to be displayed during the meeting when the polls open. She also announced the TTCF Board's decision to remove the position of President-Elect from today's ballot relating to the one nominee withdrawing their name from the ballot. The membership was informed that an ad hoc special election will be conducted for this position in the near future.

Nominations From the Floor – The floor was opened for additional nominations for the ballot positions. There were no new nominations put forth. There was a motion to close the floor for nominations by Mr. Dodwell with a second had by Ms. Edwards. There were no objections and the motion passed.

2021 Strategic Planning Meeting Update – Ms. Robb provided the membership with an update from the meeting to include 2021 General Membership Meeting date of: February 16 (13:00), May 18 (13:00) via the Zoom platform. The August 17 meeting location and platform TBD. The TTDEC Course will be offered virtually on May 17, 2021 with a possible second course later in the year. The organization remains financially sound with representation and liaisons to all major trauma organizations. The 4th Quarter 2020 E-newsletter has been published to the TTCF website for review and the 2020 TTCF award winners have been formalized.

Poll - CE Offerings – The membership was offered a virtual poll relating to the quarterly CEU offerings. The majority choice was to offer the quarterly CEUs between and not during the quarterly General Membership Meetings.

Poll - Committees and Workgroups – The membership was offered a virtual poll relating to the Committee/Workgroup meeting schedule with the general consensus to conduct these meetings between and not during the quarterly General Membership Meetings.

Poll – Capitol Day – Polling results indicated that most members do not plan to attend Capitol Day in-person relating to the current pandemic.

Treasurer's Report – *Jacky Betts*

Mr. Betts submitted a written report reflecting current Total Liabilities & Equity (January 1, 2020 through November 19, 2020) of \$18,231.99

There was a motion to approve the report as submitted by Ms. Crocker with a second by Mr. Hall. There were no objections and the motion passed.

Open Voting – The polls were opened at 13:45 for the posted Board positions. Virtual ballots via surveymonkey were sent to all TTCF 2020 paid members.

TCRN Recognition – Brittany Ray and James Stephens were recognized for achieving their TCRN certifications.

Registry Presentation – Irene Lopez and Michael Shiels presented the membership with a PowerPoint publication relating to trauma registry operations. The presentation was uploaded to the TTCF Registry Committee page for membership review.

Organizational Updates

DSHS – *Patricia Brachel, Michael Murray*
No report offered.

State Epidemiology – *Pierce Baumann, Judy Whitfield*

Mr. Baumann announced the State will implement the ITDX 2020 standard in the very near future. There was a short discussion on the NTDS 2021 exclusion of isolated burns inclusion criteria. There was also a short discussion relating to pulling data from the State registry relating to the StopTheBleed Texas Coalition aggregation. Mr. Baumann suggested Mr. Dodwell submit a data request for same as needed.

TETAF – *Brenda Putz*

Ms. Bolenbaucher reported the TETAF DMC was successfully conducted and the next offering is expected to be in a virtual environment sometime in February 2021.

ENA – *Courtney Edwards*

Ms. Edwards announced that TNCC/ENPC virtual offerings continue through December 31, 2020 and that registration for the Texas ENA 1Q21 meeting is available via the ENA website.

STN – *Tracy Cotner-Pouncy*

Ms. Cotner-Pouncy announced that all TOPIC courses will be virtual for 2021 with expansion of offerings to three monthly courses. It was also noted that the Rural TOPIC Course has been approved as a national course with scheduling to follow in 2021.

ATS – *Garrett Hall, Brett Dodwell*

Mr. Dodwell reported that all ATS courses for 2021 will be conducted in a virtual environment and listed the following upcoming courses: IP Course December 4-5 2020, TPM Course December 4-5 2020, TR Course December 11-12 2020 and also noted that Mr. Hall will host a ATS webinar on December 17, 2020 relating to the 2021 NTDS changes.

Close Voting and Silent Auction – The poll was closed for the posted TTCF Board election positions at 14:30, there were 47 valid ballots cast. The silent auction bidding was closed at 14:30.

Officer/Board/Committee/Workgroup Reports

Immediate Past President – *Sherry Jennings*

No report offered.

Secretary's Report – *Brett Dodwell*

Mr. Dodwell announced there are 143 paid members for 2020 and the newly purchased TTCF Zoom account is operational. He reminded the membership that January 1, 2021 will see a new membership processing year and that the website password will change.

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

Mr. Hall reported that the Texas TQIP meeting dates are posted on the TETAF website and that a Texas TQIP survey relating to 'DOA vs. Died in the ED' can be completed by all facilities including non-TQIP institutions.

Parliamentarian's Report – *Courtney Edwards*

Ms. Edwards announced that the annual Bylaw and SOP review is in progress and will be presented at the February 2021 meeting for adoption.

Historian's Report – *Kathy Rodgers*

No report offered.

Membership/Mentorship – *Rebecca Crocker, Vacant*

Ms. Crocker reported that the New Membership book will be sent to all new members and that a planned virtual meeting will be conducted prior to the February 2021 meeting. There was also a solicitation for the Co-Chair leadership position.

Special Populations – *Vacant, Vacant*

The Committee's vacant leadership positions were announced by President Robb and the membership was encouraged to submit leadership requests to the Board for consideration.

Injury Prevention – *Cathy Glenn, Ashley Kopech*

No report offered

Level I / II – *Danielle Sherar, Terri Rowden*

Ms. Sherar solicited the membership to share their OPPE/FPPE policies and that the Committee's Survey Tool project is working through IRB status.

Level III – *Melanie Leonard, Vacant*

Ms. Leonard's resignation was announced and the membership was solicited to fill the Chair and Co-Chair positions.

Level IV – *Janice Markwardt, Joy Henry*

Ms. Markwardt reported that the current Level IV meeting structure will continue for 2021 and provided her email address to the membership as jmarkwardt@hillrh.com

Fund Raising / Finance – *Jessica Vickers, Melanie Martin*

No report offered by the new leadership. Mr. Dodwell reminded the membership that the TTCF Merchandise Store has been temporarily disabled until an accurate inventory of merchandise can be conducted by the workgroup.

Public Relations / Legislative – *Kelsie Reeh, Leanne Beaudet*

Ms. Reeh announced that the 4Q20 e-newsletter has been created and published to the TTCF homepage for review. She also solicited the membership for future newsletter articles and input.

Education – *Dawn Koepp, Rosie Bolenbaucher*

Ms. Bolenbaucher reported to the membership that 2 separate CEU offerings are in progress and will be offered for viewing prior to the next meeting. She reminded the membership that the CEUs will only be available for a 30 day review window when produced.

Election Results / Initiation of New Officers

Ms. Jennings reported today's election winners as: Treasurer-Elect Jacky Betts, Parliamentarian Courtney Edwards, and Director At Large Position 1 Garrett Hall. The oath of office was administered to the newly elected officers.

Silent Auction Results

President Robb announced the winners of today's silent auction baskets to the membership. Ms. Sarah Wyatt's efforts and support donated to the auction was recognized. Emails will be sent to auction winners for confirmation and mailing distribution. The auction resulted in a \$1093 windfall,

Open Forum – ALL

The membership was asked to send formal email notifications to President Robb and Secretary Dodwell for any vacant leadership positions desired.

Adjournment

The meeting was adjourned by President Robb at 14:42. The next scheduled TTCF General Membership Meeting is February 16, 2021 at 13:00 via Zoom.

Recorded by,

*Brett Dodwell
TTCF Secretary*