



**Meeting Minutes**  
**Austin Hilton Hotel**  
**November 19, 2011 @ 18:00**

**1. Call to Order**

Meeting called to order by Jorie Klein at 18:09.

**2. Round the room introductions / Roll Call**

Present: Rick Antonisse  
Scott Christopher  
Courtney Edwards  
Robin Garza  
Wanda Helgesen  
Jorie Klein  
Lisa Price  
David Rives  
Lori Vinson  
Dudley Wait

Absent: Eric Epley  
Lisa Hutchison  
Jim Parisi  
Ed Racht  
Craig Rhyne

Quorum established.

**3. Treasurers Report**

- a. 990 filed ... copy available for Board review
- b. Profit & Loss spreadsheet displayed and reviewed by Dinah Welsh. Total actual income of \$810,290.43 against a budgeted income of \$768,899.95. Total actual expenses of \$572,309.53 compared to budgeted expenses of \$578,135.50. Actual end of year net income is reported as \$237,980.90 against a budgeted net income of \$190,764.45 ... a positive variance of \$47,216.45.
- c. September budgetary numbers reviewed. Ms. Welsh reports that the finances are on track so far this year. September 2011 income is \$25,794.74 over budget and expenses for the same period are \$8,099.33 below budget expectations. Actual net ordinary income is reported as \$30,086.74.
- d. The TETAF office has identified Dan Culica, M.D., Ph.D. as a potential contractor to seek and submit grants. Very strong background credentials. His experience leads him to believe that there are grant funding opportunities for TETAF. This year's budget has \$1,500/month for contracting this service. Consider paying \$100/hour for at least 8 hours / week. Contract for six months and re-evaluate. Additional expenses, including travel covered by TETAF. Mr. Culica has participated in the Dallas RAC Trauma Systems committee. He does have an interest in 'trauma'.
  - i. Rick Antonisse shares his experience with similar situation that was not productive.
  - ii. Rick Antonisse questioned the resources will he use ... per Ms. Welsh, he will utilize his office materials/equipment. The group agreed that TETAF has to be careful that he does not meet definition for an 'employee'.
  - iii. Jorie Klein noted that there is some risk ... the Board has to decide if continued funding as currently performed or to seek other funding opportunities.
  - iv. Rick Antonisse asked if overspending what is budgeted for this position will still leave a positive bottom line. Ms. Welsh reported TETAF will still have positive net income.

- v. Scott Christopher asked if TETAF staff have investigated a fee, plus commission structure. Ms. Welsh stated that type of structure has been investigated and is not the best way to set up the relationship.
- vi. Wanda Helgesen asked if TETAF will have the opportunity to screen the grants he pursues.
- vii. Wanda Helgesen recommended that TETAF build a requirement to produce smaller grant during the initial six months.
- viii. Motion by Mr. Antonisse, with a second by Ms. Helgesen to allow TETAF staff to pursue this opportunity with the necessary budget amendment. The motion passes unanimously.

#### **4. Secretary's Report – None**

#### **5. Minutes – None**

#### **6. TETAF Board Elections**

- a. Four position open ... Vice Chair / Secretary / Director At Large #1 / Director At Large #3
  - i. David Rives is only nominee for Vice Chair
  - ii. Scott Christopher is only nominee for Secretary
  - iii. Bert Corbell, Kathy Rodgers, Dudley Wait nominated for Director At Large positions. Each of these individuals were given opportunity to tell the membership about themselves.
  - iv. Each RAC is given a ballot.
- b. David Rives re-elected to the Vice Chair position.
- c. Scott Christopher elected to Secretary position.
- d. Kathy Rodgers elected to Director At Large #1 and Dudley Wait elected to Director At Large #3.

#### **7. TETAF Update – Dinah Welsh**

- a. Now have a communications consultant. Newsletter to be released soon, so no written report as customarily provided at meetings.
- b. Ms. Welsh provided a presentation on history, structure and current activities of TETAF. This presentation was chosen to present in conjunction with EMS conference for those in the audience that may not have attended TETAF meetings before. Meeting schedule for 2012 included in this presentation.
- c. Scott Christopher stated the newsletter is a great initiative. He expressed his concern that eliminating the agenda item "TETAF Update" will limit dialog capabilities among the Board. Ms. Welsh stated she will still give an update in a power point format at each Board meeting.

#### **8. TETAF 501(c)(3) Status Update – Dinah Welsh**

- a. The Board was informed that RAC contract language has raised the question of their ability to contribute state/federal funds to a non-profit organization, such as TETAF. The history of the development of "subscription" fees explained by Ms. Welsh. TETAF has obtained legal interpretation that TETAF is not a Lobbying organization, but have activities that could be considered lobbying. Most non-profits exist for a cause. Have sent a letter to Kathy Perkins requesting the DSHS ruling that RACs can continue to pay subscriptions to TETAF. The definition of Lobbying was shared via overhead with the Board members.
  - i. Dudley Wait asked for examples of money used for lobbying ... postage, stationary, Ms. Welsh's salary. These add to insubstantial amounts. Ms. Welsh stated that TETAF does not expend dollars on political campaigns.
  - ii. Dudley Wait inquired if web streaming GETAC comes from RAC dollars ... Ms. Welsh stated that a portion of these costs are cost allocated to RAC funds. Mr. Wait raised the concern that RACs sending individuals to GETAC may actually be lobbying in itself. Mr. Wait stated that he is very concerned if RAC subscriptions are not allowed.

## 9. Division Reports

- a. Acute Care – Report given by Brenda Putz
  - i. Successful stroke symposium in October. One center designated, a second surveyed.
  - ii. GETAC Cardiac has asked for division help with their missions.
- b. EMS – Report given by Brenda Putz
  - i. Dr. Racht made permanent chair. He had previous commitment and could not attend today's meetings.
  - ii. Discussed opportunities to get more providers to participate.
  - iii. Discussed developing an EMS Leadership course.
- c. Education – Courtney Edwards
  - i. Reviewed Texas Emergency and Trauma Care Partnership.
  - ii. Discussed continued development of Speakers Bureau.
  - iii. Moving forward and discussed several courses and seminars in the coming months.
- d. Pediatrics – Lori Vinson
  - i. Discussed PCAR course. Pediatric facilities will spread them out for more opportunity to attend.
  - ii. Discussed Pediatric categorization process / status.
  - iii. Ms. Vinson requests feedback on preferred meeting times.
- e. Injury Prevention – Robin Garza
  - i. Violence Prevention seminar planned for June 2012. Partnership activity that will be very productive.
  - ii. 3-pronged coalition TTCF and GETAC ... continue to support and focus on creating hands-on / ready Injury Prevention programs by partnering with TTCF.
  - iii. Discussed the development of injury prevention programs within their committee. Group has chosen 3 areas of focus.
  - iv. Hope to produce an Injury Prevention Resource manual.
- f. RAC – Wanda Helgesen
  - i. New Chair will be Darrell Pile (SETRAC ED).
  - ii. Have identified additional issues for the rule revisions and that will be the focus at the meeting in San Antonio next month.
- g. Trauma – Lisa Price
  - i. Ms. Price will continue as Chair.
  - ii. Reviewed 2011 goals and three projects.
  - iii. Near ready to roll out Administrators Education tool.
  - iv. Discussed creating a white paper on how to develop activation criteria as a by-product of the activation workgroup.
  - v. Continue to work on Registrar course ... Oct 2012??
  - vi. 2012 Goals established ... follow the rules revisions, registry reports (application), create alternate pathway for III/IV, establish a support group for facilities pursuing to upgrade their designation status.
  - vii. Discussed partnering with TTCF to solve Trauma Program Manager turn-over.

## 10. Open Discussion – None

## 11. Board Discussion

- a. David Rives announced that Mr. Sean Carter has made remarkable improvements in physical rehabilitation.
- b. Dinah Welsh presented a gift from TETAF to Wanda Helgesen for her service to the organization.

- c. Jorie Klein informed the group that Ms. Diana Washington passed away recently. She was a Trauma Registrar at JPS Hospital in Fort Worth. She was very committed to Trauma and will be a loss to Texas Trauma Systems. A moment of silence was allowed.
- d. Jorie Klein expressed a special “thank you” to Eric Epley and Wanda Helgesen for serving on the Board.

**12. Priorities for Next**

The date for the next meeting is scheduled for January 4, 2012

**13. Adjournment**

The meeting was adjourned at 19:45