



**Texas EMS, Trauma and Acute Care Foundation**  
**3400 Enfield Road**  
**Austin, Texas 78703**

**Trauma Division Minutes**  
**Tuesday, October 11, 2011**

**Participant Attendance:**

RAC	Attendees	RAC	Attendees	RAC	Attendees
A		I		Q	Andrea Holmes, Brett Dodwell, Marjorie Lygas
B	Tammy Jones	J		R	Kathy Rogers
C	Jacky Betts,	K		S	Lisa Price (chairman) Carolyn Knox
D		L	Connie Kozik	T	
E	Bonnie Skodak	M		U	Liza Flores
F	Robin Gage	N	Sherry Jennings, Wanda Wiktorik	V	Rudy Flores, Roy Tamayo
G		O	Marian Elliot	TETAF	Brenda Putz
H		P		DSHS	Elizabeth Stevenson
Guest					

**\*\*\*Please contact Lisa Price ([lisa.price@detar.com](mailto:lisa.price@detar.com)) if you were in attendance at this meeting and your name is not reflected above.**

Agenda Item	Discussion	Action Items
I. Call to order	Lisa Price called the TETAF Trauma Division Conference Call meeting to order at 09:30.	None
II. Participation Roll Call	Lisa asked each participant to email her with their name and RAC so their attendance could be accurately reflected on the meeting minutes. The RAC Roll Call was also completed.	<b>If you were in attendance of this meeting and your name is not reflected above, please notify Lisa Price at <a href="mailto:lisa.price@detar.com">lisa.price@detar.com</a>.</b>

<b>III. Old Business</b>		
<b>A. Status of the 2011 Trauma Division Goals:</b>		
<p><b>1. Report on Administrators Education Project</b></p>	<p>Brenda Putz stated that the Injury Prevention and the Registry pieces of the publication were weak and have been updated and revised. She has spoken with the editor and they are ready to move forward with the graphics designer. At the present pace, we should be ready with a product by the November meetings.</p> <p>There was some discussion regarding additional information for the registry section that was just submitted this morning (10/11/11). Brenda stated that she would review the information but that each addition adds 2-3 weeks to the editing and production date. We need to close the data submission so that we can move forward with final editing, graphics design and publication.</p>	<p><b>Action Items:</b> Brenda will work with the editor and graphic designer to have a final product ready for production by the November meetings.</p>
<p><b>2. Minimum activation criteria Workgroup.</b></p>	<p>Lisa reported that the minimum activation criteria workgroup, led by Gina Pickard, has developed into a workgroup that is developing a resource document for facilities that are developing or revising their trauma team activation criteria. The workgroup plans to have a resource document available by May 2012.</p>	<p>No Immediate Action Items Workgroup will continue to meet.</p>
<p><b>3. Registry/Data Management Workshop</b></p>	<p>Brenda Putz reported that the Registry/Data Management workgroup has been meeting to discuss and develop a comprehensive curriculum and list of potential presenters for the Data Management/Registry Workshop. The goal is to have the product ready to roll-out in late summer or early fall 2012, in conjunction with the new registry roll-out.</p>	<p>No Immediate Action Items. Workgroup will continue to meet.</p>

<b>IV. New Business</b>		
<b>A. Nominations for Trauma Division Chair</b>	<p>Lisa reported that it is time to take nominations for the TETAF Trauma Division Chair position. The elections will be held in November at the face-to-face meeting. Lisa asked that nominations be made at this meeting or be sent to her via email by November 11<sup>th</sup> so that a list of nominees can be distributed to the committee before the November 19<sup>th</sup> meeting.</p> <p>Rudy Flores asked if Lisa would accept nomination for another term as chairman and Lisa accepted the nomination.</p> <p>Lisa encouraged anyone that is interested in the position or interested in nominating someone else to please submit their names.</p>	<p><b>Action Items:</b> Submit nominees for TETAF Trauma Division Chair by November 11<sup>th</sup> for election that will be held on November 19<sup>th</sup> at the next face-to-face division meeting.</p>
<b>B. Begin Identification of 2012 Trauma Division Goals</b>	<p>Lisa encouraged those in attendance to be thinking of 2012 TETAF Trauma Division goals and plan to discuss and finalize our division goals at the November meeting. Lisa reported that the three active 2011 goals will carry over for 2012 and that one goal has been completed (trauma rule revision proposals).</p>	<p><b>Action Items:</b> Committee members to review 2011 TETAF Trauma Division goals and begin process of development of 2012 TETAF Trauma Division goals.</p>
<b>V. Open Forum/Announcements</b>		
<p><b>1. Question about TETAF Rule Revision Workgroup</b> At the last GETAC Trauma Systems Committee, Jorie Klein had nominated a committee to review several aspects of the proposed rule revisions. Wanda Wiktorik asked for clarification regarding the role of the TETAF Rule Revision workgroup and the current status of the proposed rule revisions with the GETAC Trauma Systems Committee. Lisa reported that the committee that the GETAC Trauma Systems Subcommittee that was appointed by Jorie has not been able to meet due to the meeting requirements of the open meetings act. Therefore, Jorie has asked that several individual members of the committee individually research specific proposed language and report back to the GETAC Trauma Systems Committee in November. Brenda further clarified that the TETAF portion of the rule revision workgroup has been completed and now the rule revisions are in the hands of GETAC for further review.</p> <p><b>2. Question about the Proposed Minimum Activation Criteria</b> Jacky Betts asked for clarification about the Proposed Minimum Activation Criteria. At the last meeting, it was decided to move forward with the recommendations made by the Minimum Activation workgroup for consideration by GETAC Trauma Systems committee for consideration to include in the Level III and Level IV rule. Due to the length of the August GETAC Trauma Systems committee meeting, there was not an open</p>		

comment period for this to be presented. However, the members of the GETAC trauma systems committee were given the guideline recommendations to review and have the opportunity to discuss at the next meeting. These, as well as all of the other proposed rule revision language, will be included in the public comment period and will have to be reviewed by DSHS.

**3. Report on TCAR classes**

Lisa Price asked for a report on the TCAR classes. Jacky Betts stated that he hosted the first class in Wichita Falls and it was attended by 31-32 people primarily from ICU, Med-Surg and some Trauma Coordinators. It was a good class and they received excellent feedback. Brenda Putz stated that Scott & White Temple will be hosting another class on January 24-25 and David Golder at Dell will be hosting a PCAR (pediatric) class during the last week of March. Kathy Rogers in Beaumont will be hosting a class on March 26-27. More information can be found about these classes on the TETAF website and the TCAR website.

**4. ATS Trauma Program Manager Course**

Brett Dodwell reminded those present about the ATS Trauma Program Manager course in Houston on November 1-2.

**VI. Adjourn and announcement of next Conference Call Date/Time**

With no further business, the meeting was adjourned at 09:57am.

**The next TETAF Trauma Division meeting will be:**

November 19, 2011 in Austin at 17:30 in conjunction with the TETAF general membership meeting.

Respectfully Submitted by Lisa Price.