



**General Membership Meeting Minutes  
June 26, 2015  
Scripps Mercy Hospital  
San Diego, CA**

**MEMBERSHIP / ATTENDANCE**

Member / Organization

Karen Crain-Riddle	SSV EMS Agency
Lynn Bennink	
Desiree Thomas	Long Beach Memorial
Candy Schoenheit	San Diego EMS Agency
Debbie Becker	Central Calif. EMS Agency
Jennifer Wobig	Santa Barbara Cottage
Robynn Gough	Mission Hospital, Surgical Affiliates
Shanna Kissel	Riverside EMS Agency
Karla Earnest	Stanford Children's
Greg McCain	RCRMC
Brian Mc Cord	Scripps Mercy, San Diego
Melinda Case	Palomar

Member / Organization

William Charles Hendra	Riverside County Regional
Chris Yoshida-McMath	ICEMA
Melanie Gawber	Scripps, LJ
Kathi Ayers	Sharp Memorial

**1. CALL TO ORDER**

The meeting was called to order by Karen Crain-Riddle at 10:07 AM.

**2. WELCOME & INTRODUCTIONS**

All present were introduced.

**3. APPROVAL OF MINUTES**

M/S/C (Karla Earnest/Chris Yoshida-McMath) to approve the minutes of January 30, 2015.

**4. PRESIDENT'S REPORT**

**A. Ground Rules**

Karen discussed ground rules to be in place to help with distractions during the meeting. Karen asked everyone to please silence cell phones during the meeting. It is important to stay on task and not have unnecessary interruptions. Phone calls or side discussions should be taken to the other side of the room or outside the room.

## **B. Orange Book**

The orange book is effective July 1, 2015. There are clarification documents on the ACS website. ACS does have webinars covering the orange book. Jenn Wobig will follow up on the webinars available and provide that information.

## **C. Membership**

The membership list passed around for everyone to check to the status of membership. The membership application form will become a PDF that can be completed on line and submitted electronically with electronic payment of dues. Karen asked that everyone use the website to pay and view current information. Information posted on the listserv will refer the members to go to the website when new information is available. The minutes and agenda will be posted on the website.

The website is managed by our Executive Assistant Susan Watson. Contact the board for any issues with the website, questions will go to Jenn Wobig and she will forward to Susan.

## **D. Board Retreat**

The Board met for a full day yesterday to review the Bylaws, Strategic Plan and develop our goals for the next year.

### **1. Bylaws**

The Bylaws were reviewed and changes were made to coordinate with the current strategic plan. A clean copy will be drafted and put on the website 60 days prior to the next meeting on October 23<sup>rd</sup>. There will be a comment period, after comments will be finalized to have a membership vote on October 23<sup>rd</sup>. A notice will be sent out on the listserv when they are posted on the website.

### **2. Strategic Plan**

The Strategic Plan was reviewed and revised to match the pyramid strategic plan on the website. We also revised and changed our goals, mission statement, and values. The Board also defined critical success factors and measure of success. These will be put on the website.

### **3. Mission Statement**

The Trauma Managers Association of California is a non-profit organization whose mission is to ensure optimal care of the injured patient in an organized system from prehospital through rehabilitation. We accomplish this through leadership, education, advocacy, interdisciplinary collaboration, evidenced based practice, data, performance improvement and injury prevention.

#### **4. Vision Statement**

To be the leading organization of nurses in the State of California for trauma care across the continuum.

#### **5. Core Values**

Collaboration, Education, Innovation, Leadership, Mentorship, Prevention

#### **6. Areas of Focus**

Mentorship/Education/ Networking, Injury Prevention, Systems Development, Data, Performance Improvement, Advocacy

#### **7. Critical Success Factors**

Membership Growth and Retention, Commitment and Engagement, Financial Stability, Provision of Education, Succession Planning

### **5. TMAC BOARD & STANDING COMMITTEE REPORTS**

#### **A. President Elect (Candy Schoenheit)**

Candy is working on getting the meetings for the rest of 2015 and 2106 scheduled. Once the meetings are finalized the dates and locations will be posted on the website.

October 23, 2015 – Kaiser South Sacramento

January 2016 – Long Beach Memorial

June 2016 – North

October 21, 2016 – San Diego or Orange County

Candy reported on a campaign to bring awareness to the public on trauma systems and what a trauma center is. At the State Trauma Summit in San Diego, Gloria Romero who is a retired Senator, reported that California has money for these awareness campaigns to educate the public and the legislature on trauma. The Board discussed forming a sub-committee to look into this and develop a goal and direction. If you are interested, contact one of the Board members. The Board is looking at contacting BJ Bartelson to help.

There was discussion on having gold ribbons with the slogan of Golden Hour in the Golden State. Another slogan was Gold Standard vs Golden Hour.

There could be a lobby day with the trauma directors throughout the State to bring awareness to the legislature.

#### **B. Treasurer (Jennifer Wobig)**

The balance in our account as of May 31, 2015 is \$16, 486.87. Jennifer is looking for volunteers for the nominating committee. The following offices are open for nominations, President-Elect, Secretary, Director at Large – Hospital. If you are interested in any of these positions contact Jennifer.

The Board has decided to give a stipend of \$500.00 to the hosting hospital to help with the food provided for the meeting.

**C. Director at Large, Hospital (Desiree Thomas)**

The job description for the Director at Large, Hospital was revised with the bylaws. This position will be focused on Education, Mentoring, and Networking.

**D. State TAC (Jan Serrano)**

No report.

**E. SHSP Challenge Area #15 (Wendie Skala)**

No report.

**F. Re-triage/Regional Network Group**

No report.

**G. CA PIPS Workgroup (Eileen Hoover)**

No report.

**H. Legislative Report**

Brian McCord has been appointed as the new Legislative Representative. He has just been appointed. Next meeting he will have a report.

**I. Membership Drive**

Karen passed around a resource list with a listing of trauma centers and trauma directors, and LEMSA trauma coordinators. Karen asked everyone to review the contact information. There was discussion on how to reach out to trauma centers who are not members.

It was suggested to develop a position paper or letter to the CEO of each hospital and state the benefits of belonging to TMAC. In the paper discuss the resources available for new TPM's. There was discussion on calling trauma directors who are not members personally and invite them to the meeting.

There was discussion on putting links and resources for new TPM's on the website to help them in their new positions and advertise for open positions on the website.

**6. BREAK OUT SESSIONS**

Lynn Bennink presented the plan to incorporate more breakout sessions in the meetings. In the past when we had breakout sessions the Board received positive feedback and how helpful they were. The Board discussed this at the retreat yesterday and felt this would be a helpful agenda item each meeting. We would take some time each meeting for breakouts into smaller groups for discussion. This would provide interaction between members and also a chance to present best practices or discuss common issues or problems.

**7. HOSPITAL / LEMSA BREAKOUT**

The membership divided into two breakout groups for a meeting session before lunch. The trauma center TPM's broke into one group and the LEMSA coordinators into another group. Each group discussed common issues or problems they were having and make a priority list of issues to look at for the upcoming meetings. The groups will report back later on their discussions.

**8. LUNCH / NETWORKING: Provided by Scripps Mercy Hospital**

**9. HOT TOPIC – “SURVIVING AN ACTIVE SHOOTER INCIDENT” – Presented by Bret Bandick, District Security Manager Palomar Health.**

**10. NEXT MEETING**

The next meeting will be October 23 at Kaiser South Sacramento.

**11. ADJOURNMENT:** The meeting was adjourned at 2:45 PM by Karen Crain-Riddle.

**The Board of Directors and invited speakers have no financial arrangements or affiliation with any commercial organization that sells or develops products or drugs regarding any of the information presented at this meeting.**

Minutes transcribed by:

Debra Becker, RN

  
\_\_\_\_\_