Trauma Association of Canada
Association Canadienne de Traumatologie

**ANNUAL GENERAL MEETING**
**MINUTES**
**Wednesday April 14, 2021**
**1415-1530 EASTERN TIME**
**Held virtually via Zoom**
**Chair: Dr Tarek Razek, TAC President**

**Please note: The minutes are written as a narrative in italics in some sections for clarity.**

| Item # | Item | Purpose | Speaking to Item |
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| 1.0 | **Call to Order & Welcome By Chair**<br>**The meeting was called to order at 1417 by President Dr Tarek Razek:**<br>*"I am now calling the Annual General Meeting of the Trauma Association of Canada to order. I would like to welcome everyone to this SECOND virtual AGM for TAC. TAC welcomes all Members and Affiliate Members to the AGM each year. We appreciate you taking the time to join with us today. This is reminder that this meeting is about the business for the year ending December 31, 2020, however we will be providing some 2021 updates under New Business today."* | **Call to Order** | Dr Tarek Razek |
| 1.1 | **Introductions**<br>• **Board of Directors-**Self Introductions were made by the Board of Directors who were present: Dr Razek (President), Dr Lorraine Tremblay (Past President), Dr Andrew Beckett (President-Elect), Nasira Lakha (Treasurer) and the following Directors: Dr Julien Clement, Dr Paul Engels, Dr Neil Parry, Amanda Mcfarlan, Dr Alun Ackery, Dr Kelly Vogt, Dr Jagadish Rao, Sherry MacGillivray, Dr Natalie Yanchar and in abstentia Catherine Jones (past Treasurer)<br>• **Executive Director-** self introduction-Kate Mahon<br>• **Dr Ernest "Gene" Moore**-Dr Razek acknowledged the Editor-in-Chief of the Journal of Trauma and Acute Care Surgery: *"Dr Gene Moore, who would normally provide us with his report in person but is unable to join us live today. He has provided his 2020 report as a pre-recorded presentation and you can view this in the sessions that were released earlier today on the virtual platform."*<br>• **Introduction of Group and Committee Chairs**<br>*"At this time I would like to recognize and acknowledge the following members of TAC who are leaders in our Association contributing their time, commitment and ultimately passion, for improving trauma care through the work of their groups and committees they lead. Thank you for volunteering to take on these roles."*<br>• **TRISC President-** Jennifer McMillan from Vancouver, BC<br>• **ITNC President-**Theresa Pasquotti from Lethbridge, Alberta<br>• **Injury Prevention & Advocacy-**Jennifer Britton (London) & Joanne Sadler (Vancouver)<br>• **ATLS National Coordinators-** Sonia Primeau (Montreal) & Sonshire Figueira (Ottawa)<br>• **Pediatric Committee-** Dr Karen Bailey (Hamilton) and Cathy Falconer (Edmonton) | **Introductions** | Dr Tarek Razek |
| 1.2 | **Rules of Order for Meeting (Robert's Rules)**<br>Dr Razek explained the Robert's Rules of Order for today's meeting. The only items requiring a motion and a vote today are for approval of the minutues of | **Information** | Dr Tarek Razek |

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| | 2020 and for the reports. | | |
| **1.3** | **Confirmation of Proper Notice and Sufficient Quorum**<br>Dr Razek called upon Dr Neil Parry to confirm that there was proper notice of the meeting given and a sufficient quorum present to conduct the business of the meeting.<br><br>**Dr Parry:** *"Mr President, I would like to inform the Assembly that notice of this Annual General Meeting was posted with proper notice to all TAC Members and Affiliates 21 days prior to this meeting. The ability to submit Proxy votes was offered. We have NOT received any proxy votes.*<br><br>*I also wish to inform the Assembly that there are a sufficient number of TAC voting members present to confirm we have a quorum for this meeting according to General Operating Bylaw No. 1."* | **Confirmation** | Dr Neil Parry |
| **2.0** | **Unfinished Business** | | |
| **2.1** | **Minutes of AGM of June 10, 2020 held virtually (posted in Members Only section of TAC website and distributed to Members with the Agenda)**<br>*Dr Razek: "The minutes of the AGM of June 10, 202 have been previously circulated to TAC members via email and have been available to read in the Members Only section of the TAC website.*<br>*Are there any errors or omissions that need to be corrected?*<br>*Hearing none then I will* ***approve the minutes without objection."*** | **Approval**<br><br>**Minutes of 2020 approved without objection.** | Dr Tarek Razek |
| **3.0** | **Reports of the Board of Directors** | | |
| **3.1** | ***Nominations Report-Given by Dr Tremblay***<br>***Two vacancies filled in 2020 - Electronic Voting****- "A call for nominations was issued in November 2019 for two Board vacancies for a term of 3 years, that were to be filled in March 2020. Three nominations were received. As members may recall, for the past 3 years, TAC uses an on-line voting platform called "Simply Voting" which enables all eligible voting members to cast a vote for the candidate of their choice in advance of the AGM. I am incredibly pleased to report that we had a 51.1 % (121 people) return rate on the 237 eligible voting members. We will continue to use this method every year now as it enables everyone to vote and not just those who are able to attend the AGM in person. And since none of us could attend in person in 2020, this method of voting was essential.*<br><br>*The results were awfully close. I am pleased to inform the Assembly gathered here that Dr Paul Engels (from Kingston) and Nasira Lakha (from Vancouver) were selected by the Membership. Both individuals assumed their roles in March 2020, even though we did not meet in person. I would like to thank Mr Jaimini Thakore from Vancouver for putting his name forward."*<br><br>***Extension of terms for two Directors in 2020-"****In March of 2020, the Board made the decision to extend the terms of Catherine Jones and Dr Natalie Yanchar by 1 year. This was done to assist with the impact of COVID which required the Executive Director (Kate Mahon) to reduce her hours to half time as a financial mitigation strategy when conference revenue was lost. The Directors had to take on more work normally done by the Executive Director. This extension was ratified by the members at the June 10, 2020, AGM. Both Natalie and Catherine complete this one-year extension at the conclusion of this meeting and the Board will now return to 12 Director positions. Dr Parry has accepted a second three-year term that commences in 2021. Therefore, there were no vacancies to declare for 2021. There will be vacancies to expect in 2022 so if you are thinking of* | **Information** | Dr Lorraine Tremblay |

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| | *putting your name forward, please watch for that call in the Fall of 2021."* | | |
| **3.2** | **Financial Reports -**<br>***Dr Razek:*** *"The Board has a number of ways that we monitor the financial affairs of TAC in addition to the annual audited financial statement we have completed each year by the firm of Baker-Tilly. I am asking Kate Mahon, along with our 2020 Treasurer, Nasira Lakha to provide some explanation for these processes."*<br><br>• **Establishment of new Finance & Risk Management Committee**<br>**Nasira**: "*A new committee of the Board, named the "Finance and Risk Management Committee," was established in 2020 to provide additional support from the Board to the Executive Director in managing the financial operations of the Association, and to ensure Board oversight of the Finances of the Association. A secondary mandate was to create a "Risk Register" to identify potential or actual risks to the Association the relevant mitigation strategies to reduce or eliminate those risks. The Terms of Reference for this committee was approved by the Board of Directors on June 23, 2020.*<br><br>*This committee met 4 times in 2020. Committee members are me, as Treasurer, Dr Andrew Beckett as the Director responsible for Fund Raising, Dr Tarek Razek as TAC President and of course Kate Mahon as the Executive Director.*<br><br>*The Risk Register will remain a dynamic document that will be edited and updated as required when new risks are identified. It is an important new tool for the Board who will review this document on a quarterly basis and update where necessary.*<br><br>*Special acknowledgement and thanks to former Treasurer, Catherine Jones, who brought her wealth of administrative experience to the Board and guided us through the creation and development of the Risk Register working closely with Kate Mahon to identify the kinds of risk the Board needs to monitor. "*<br><br>• **Operating & Conference Budgets**<br>**Kate Mahon**-*"Each year there are two budgets that are approved by the Board-the Operating budget- which contains all the operating expenses and revenue collected to run the day to day operations of the Association. It costs approximately $112,000 to run the operations of TAC each year. There is approximately $35K brought in from membership dues and the other main source of revenue is generated from the profit of the annual confernece that is transferred into this budget .The conference budget is a separate budget that runs the annual conference, tracking revenue generated from registrations and sponsorship and the expenses to run the conference (which varies each year depending on our location). As an example in 2019 in Calgary expenses were $187,000.. Any profit at the end of the conference is then transferred into the Operating Budget to support the ongoing running of the Association."*<br>• **CRA Examination of 2019 Fiscal year**<br>**Dr Razek**- *"In November of 2020 received notification from CRA that our 2019 Financial Audit submitted by our Auditors, would be undergoing an "examination." We had to submit documentation to support our submission, which was then reviewed by the CRA. We have recently received the outcome of that review which required an adjustment to the financial submission to CRA for 2019 as it relates to claiming input tax credits on some of our conference revenue. As a result we expect a reduced refund from approximately $10K to under $5K. We have not yet* | **Informaton**<br><br>**Information**<br>**Information**<br>**Information**<br><br>**Approval** | Nasira Lakha<br><br>Kate Mahon<br>Dr Razek<br>Dr Razek<br><br>Nasira Lakha |

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| | *received that exact amount. We submitted our 2020 CRA submission being fully compliant with the CRA guidance from 2019."*<br>• **Audited Financial Statement for year ending Dec 31, 2020 (As Dr Razek spoke the audited financial statements were shared for those on-line)**<br>**Dr Razek**- *"Each year the financial affairs of the Association are monitored first by our Bookkeepers (Baker Tilly) on an annual basis and then further submitted for an annual audit to our Auditors (Baker Tilly). The Board then meets with Baker Tilly to review the outcome and any recommendations. I am happy to report that the audit outcome revealed (quoting from the report), "The Association has sufficient cash on hand to fund operations and fulfill obligations as they become due." There were nothing identified related to significant deficiencies in internal control of the management of the financial affairs of the Association. Members may request a copy of the full report by contacting the TAC office."*<br>There were no questions posed by the Membership after this information was shared.<br>• **Appointment of Auditors for Jan 1-Dec 31, 2021**<br>Dr Razek called upon Treasuer, Nasira Lakha to make a motion to appoint the Auditors for Jan 1-Dec 31, 2021.<br><br>**Nasira Lakha**- **Motion:** *"Mr President, I move to appoint the firm of Baker-Tilly of Dartmouth, Nova Scotia to be the Auditors for the Trauma Association of Canada for the fiscal year ending December 31, 2021."*<br>**Seconder:** Dr Tremblay **In Favour**: All present on Zoom call; **Abstentions:** There were none .**Dr Razek:** *"The motion is approved."* | | |
| | **Dr Razek**-*"In the interest of time and efficiency I will ask each Director to provide their report and if there are questions if they can be asked before we move on to the next report but in the interest of time and efficiency I will ask for one motion after all reports are completed to approve them."* | | |
| **3.3** | **TAC 2020-Virtual Event in November**<br>• **Scientific Program Chair's Report – Conference Report from 2020 – Dr Engels-**<br>The Scientific Program Committee faced a challenging year in 2020, as did all of TAC, with the impact of the COVID-19 Global Pandemic.<br><br>The annual meeting scheduled to be held in Halifax March 26-27,2020, was cancelled in early March. The following months were very tumultuous, but in the summer the idea of salvaging some of the content from the cancelled conference began to take form and, with the support of the TAC BoD, the idea of staging a virtual conference in the fall started to gather momemtum. This culminated in the first hosting of a TAC Virtual Conference the week of November 16-20, 2020, which drew almost 800 registrants and featured 75% of the original content of the Halifax meeting, including our three main keynote speakers. Overall, this event was a successful debut of the increasingly virtual and online presence of TAC.<br><br>Currently, the Committee is busy planning the Vancouver annual meeting. The meeting was originally scheduled for earlier in the year but was able to be pushed back to April 15&16 once the initial pandemic took hold to give us more flexibility, especially as this meeting is planned to be a joint venture with the Australasian Trauma Society. However, we have now come to the realisation that the meeting will almost certainly be entirely virtual and are working to shift our paradigm to a week-long virtual event to be held April 12- | **Approval**<br><br>**Approval** | Dr Paul Engels<br><br>Nasira Lakha |

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| | 16th, 2021.<br>The "Vancouver" conference will be my 5th and last as Scientific Program Chair, with Dr. Kelly Vogt succeeding me.<br><br>• Dr Razek asked Nasira Lakha to give an update on the overview of activities related to 2020 conference.<br>**TAC 2020 (Nasira Lakha)- "***As we all now know and following the advice of the Chief Medical Officer of Public Health in Nova Scotia, Dr Robert Strang, the conference planned for Halifax, was cancelled just two weeks before it was to launch, at a time when COVID was in its early days in Canada and when Nova Scotia had no cases. After all the work of the Halifax Planning Committee, led by Conference Co-Chairs, Dr Robert Green, Mr Lewis Bedford, and Mr Ian Watson, this was the right thing to do, but was a huge disappointment for everyone. It took some time, but we refunded all delegates and exhibitors (although several left their sponsorship with us to use in another year). TAC also received 100% refunds for all down payments made, from the Halifax Convention Centre, Prince George Hotel, Show Service Providers (who set up our staging, poster boards and exhibitor booths) and Audiovisual company. There were no penalties applied by any of these providers, as we were able to enact the Force Majeure clause in contracts, but all these service providers just simply did the right thing in refunding TAC very quickly.*<br><br>*Having said this, the annual conference is a major source of revenue for TAC and the Board had to regroup quickly to identify the impact on the Operations of the Association for the rest of the fiscal year, as was outlined in an earlier report.*<br><br>*In the months that followed, the Board looked for ways that we might resurrect the conference virtually using the content already prepared by our session speakers and abstract presenters. When EXCEED Technologies, who we use for many other aspects of conference management, created a brand-new virtual platform (the one we are using now) we became one of their first customers. Quick pivot- we reached out to our TAC 2020 Program speakers in late September and asked if they would consider providing their talks on our new virtual platform. Over 75% of them were able and willingly did the work to upload their presentation to the platform that was new to all of us. We were able to open registration at an exceptionally low fee for delegates just 3 weeks from its launch date in November 2020. We were delighted when we had 773 delegates register for the event. The platform, with some minor glitches, worked well for us. We gave feedback to "Exceed Technologies" on changes we would like to see in the platform for April 2021 to improve the end-user experience. Their Developers incorporated much of our feedback, and we think the user experience is improved now…. or maybe we are just getting better at what we are doing too!"*<br><br>It was a whirlwind of a year for the annual conference first being cancelled abruptly and then being salvaged with great success on the virtual platform before the year ended. We thank all our speakers from Halifax who made that possible.<br><br>Financially we basically broke even with the registration revenue from November, offsetting the new costs for purchase of the virtual platform | | |
| **3.4** | **Report from the Editor of the Journal of Trauma and Acute Care Surgery**<br>Dr Razek directed the membership to view Dr Moore's full report as one of the pre-recorded sessions on the conference platform**.** | **Information** | Dr Razek |
| **3.5** | **Other Director Portfolio Reports**<br>• **Provincial/Regional Trauma Directors/Administrators-** the meeting | **Approval** | Dr Julien Clement |

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| | planned for Halifax had to be cancelled; the group has not met since because of how busy it was with COVID. Will be regrouping in 2021.<br>• **TAC Trauma Accreditation Committee (TACTAC)-** 16 members; 5 committee meetings held in 2020. In preparation for an Accreditation Symposium to be held in conjunction with the spring TAC meeting in Halifax, a survey of national trauma stakeholders and the TAC membership was done to query perceptions around various aspects of trauma center and trauma system accreditation in Canada. The survey highlighted the need for a stronger and better recognized process and need for meaningful and validated indicators that can be benchmarked across the country. Barriers to accreditation were many and clearly articulated. TAC members can request a copy of the report by contacting the Executive Director.<br><br>In the summer of 2020, the committee grew to have membership from all provinces/regions in Canada. After careful deliberations, there was recognition that:<br><br>1. This process has been "taken over" by Accreditation Canada but there are strong concerns regarding lac of uptake across the country<br><br>2. Many in TAC have strong reservations about the validity and utility of the Accreditation Canada Program<br><br>3. As an organization, TAC does not have the capacity to develop and operationalize a TAC-specific Accreditation program<br><br>Consensus was then achieved on the following actions:<br><br>• The TAC Accreditation committee would be disbanded<br><br>• A small working group will develop a strategic plan that articulates how TAC can move forward with advocating for a national quality assurance process that has validity and meaning to it, particularly focussing on the work of TACPIC and development of meaningful | | Dr Natalie Yanchar |
| | • **Injury Prevention Committee-**17 members; held 7 committee meetings in 2020; hosted an IP virtual social during the November TAC conference.<br>2020 focused on restructuring of the committee. This new structure mandates that all committee members should also be members of or have a formal partnership with TAC. This has led to increased and more consistent communication within the committee and even back to TAC and the board. With formalizing our relationship with the CCCIP the TAC IP committee now has a better understanding of our role and identity thus leading us to be able to transition from mostly a resource sharing group to working group.<br><br>• **TAC Performance Improvement Committee (TACPIC)** Amanda shared an update on TACPIC and highlighted how this committee contributes to the TAC Mission: • Build coalitions with key partners in trauma care and injury prevention. Improve the quality of injury care provided through the promotion of the highest standards of inter-professional practice. The TACPIC group has representation from trauma leaders across many disciplines (Surgeons, Emergency | | Dr Natalie Yanchar<br><br>Amanda Mcfarlan |

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| | MD's, Nurses, data specialists, epidemiologists, registry vendors, researchers etc.) The Canadian Trauma Quality Improvement Program (C-TQIP), a sub-set of TACPIC members, meets as a Canadian collaborative sharing benchmarking data and developing trauma PI initiatives focusing on data quality, sharing of clinical guidelines and policies, QI initiatives, QI education initiatives. • Provide education for its members at the local, regional, and national level. The TACPIC group provides education on current benchmarking and quality improvement initiatives to the members. Several TACPIC members were scheduled to present at the Annual meeting in the Quality Improvement Stream as invited speakers focusing on areas TACPIC have identified as priorities (inter-facility transfer times, Field triage, data quality etc.) We are currently in the process of developing pan Canadian QI rounds for 2021. • Promote basic science and clinical trauma research and disseminate research findings The TACPIC group has been promoting the use of a Risk Adjusted Mortality Calculator based on a research study with tools available on the TAC website to benchmark facility mortality rates and length of stay. This study has received REB approval at several Canadian sites and data collection and sharing is underway. We are developing a TAC repository of Best Practice resources and exploring how we might include benchmarking data on the TAC website. • Advocate for and participate with key stakeholders in the development of a national injury surveillance registry. Establish, maintain, and update trauma standards and create awareness of best practices The TACPIC group collates an ongoing inventory of Canada Wide site, local and regional system quality and performance improvement initiatives that are shared with the membership. TACPIC is a platform to share de identified Canadian Trauma Quality Improvement Program (C-TQIP) data and share site, system, and provincial PI initiatives<br>• **Clinical Guidelines Committee-** Amanda Mcfarlan provided the leadership for the collection and publication (on TAC website) of a repository of clinical guidelines and other educational resources. This information was uploaded in the Fall of 2020 to the TAC website and is available for viewing under "Resources."<br>• **Trauma Registry Specialists of Canada (TRISC)** There were 35 members of TRISC in 2020; Jennifer McMillan is the President. The goals of the TRISC: Highlight and promote the trauma information specialist profession Be the central source for Canadian trauma registry information Provide a way to collaborate with others in our profession across the country.<br>**Canadian Trauma Registry Data Dictionary Repository** Activities through 2020 included: Discussion was held surrounding the creation of a central repository for info on trauma registry data collection as there is currently no national source. This could be achieved by gathering site and/or provincial trauma registry dictionaries from across the country for consolidation. This would be open to all trauma registries and trauma information specialists who are interested in participating. Organization plan and invitation to participate will be sent out to all members. **Case Studies for Members** Discussed potential to provide more frequent case studies to discuss data collection and coding with peers across the country. Held online, all members would be encouraged to put forward cases, present and participate. The goal would be for discussion and peer review. Topics could include coding, abstraction, or other subjects. First case study planned for early 2021. Frequency TBD. **Participation in National Benchmarking** | | Amanda Mcfarlan<br><br>Amanda Mcfarlan |

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| | **Study** Many sites have participated and submitted data to the study. The collection of comorbidity and complications differs across provinces/sites, creating an opportunity for review. TRISC is seeking trauma information specialists to review comorbidity/complication ICD10CA codes and menu driven choices so that data can be collated and compared in a meaningful way. More information to follow to TRISC members | | Dr Andrew Beckett |
| | • **Lerners Research Grant-**The TAC Research Committee also ran the Lerner's Research Grant Competition. A committee of judges was selected from the TAC BoD past and present to judge the submissions. A winning proposal was selected from Halifax, NS, and was awarded with physically distancing measures in place. Photos were taken for the announcement and the winner are expected to present at the next convenient opportunity | | Dr Andrew Beckett |
| | • **Research Committee-**The TAC Research Committee has been active in several areas during period of 2019-2020. The last meeting of the Research Committee was held in 2019 Calgary, AB at Trauma Canada. The 2019 meeting reviewed all ongoing studies of national importance and upcoming research opportunities. The TAC Research Committee agreed members should be involved and participate with the Canadian Collaborative in Urgent Care Surgery CANUCS group, which appears to be gaining traction nationally. The thought being that TACS and CANUCS should work together as many of the same investigators belong to both organizations.<br><br>The 2020 Research Committee meeting was cancelled due to the COVID-19 pandemic. The committee in 2019/2020 has reviewed several studies via email submitted to TAC for approval to distribute invitations to participate in national and international surveys and studies. These proposals were reviewed for scientific validity and for applicability to Canadian trauma centres and patients. | | |
| | • **Pediatric Committee** Co-Chairs are Dr. Karen Bailey & Cathy Falconer. One teleconference was held in early 2020 to finish planning for the TAC 2020 conference. Multiple email discussions during the year open to all members. There was much shared to continue to build partnerships in trauma care nationally.<br><br>The Pediatric Quality Indicators Benchmarking Project data between 9 Canadian Pediatric Trauma Centres. 2013-16 continues to be in discussion to go forward in a descriptive paper including a literature review. Some of this data was presented at the ITNC ZOOM meeting on Trauma Team Activations in 2020 for all ITNC members.<br><br>Pilot project planned for 2021 at Stollery Children's Hospital for using a modified CRAFFT (car, relax, alone, forget, friends, trouble) for trauma patients 12 yrs and older to help screen for high-risk alcohol and other drug use disorders. Plan to extend this project in Alberta and then nationally. This would align with our mission for advocacy. | | Sherry MacGillivray |
| | • **Interdisciplinary Trauma Network of Canada (ITNC)-** There are 9 people on the executive including 1 from TRISC; Total members: 73. Monthly teleconferences with executive members were held. ZOOM educational session open to all members held September 28, 2020 "Trauma Team Activations".<br><br>Two newsletters were sent out by the executive over the past year sharing news from across the country.<br><br>Providing education for our members, as well as building coalitions with | | Sherry MacGillivray |

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| | key partners across Canada is a priority for the ITNC day at the TAC conferences. There were 10 posters, 6 open papers and 6 Rapid Fires to be presented at the cancelled TAC 2020 conference. ZOOM meeting planned in January 2021 for the Rapid-Fire presentations; this will be open to all TAC members.<br><br>Planning for the Virtual 2021 TAC conference ITNC pre-conference day over the past few months of 2020.<br><br>• **Education Committee-** this committee was formed late in Dec of 2019, led by Dr Kelly Vogt and co-chaired with Dr Jagadish Rao. A live webinar was held in Oct 2020 called "Pre-hospital Triage (EMS): Trials and Tribulations"; In addition the Multi-centre Trauma Surgical Case Rounds, coordinated by TAC physicians Dr Matt Kaminisky and Dr Tarek Razek, began twice monthly, live via Zoom, in the Spring of 2020 which have proven very popular. The Alberta Childrens' Hospital began to open up their trauma rounds to TAC members as well in the Fall of 2020,<br>• **Website-**In the Fall of 2020, a web developer was contracted monthly to provide needed website updates and to fix some user issues.<br>• **Pre-Hospital Committee-** this is a relatively new committee led by Dr Ackery and Dr Rao to bring together TAC members who work in the pre-hospital environment to discuss areas of interest.<br>• **TTL Committee-** this is a relatively new committee led by Dr Ackery and Dr Rao to bring together TTLs across the country to discuss mutual areas for development and share information.<br>• **Membership-** there has been a steady growth in the membership of TAC in 2020 with 73 more members for 341 vs 268 the previous year at the end of December 2020. Informaton from the 2019 TAC Member Survey was reviewed by the BOD with priorities for action and financial resources identified.<br>• **Fundraising Committee-** The TAC fundraising committee was established in 2020 to investigate the possibility of creating a non-profit foundation to enable us to receive donations to support TAC research, advocacy, and educational activities. The estimated cost of a non-profit foundation in Ontario would be approximately $6,000.00.<br><br>The COVID-19 pandemic has reduced the amount of charitable donations across the board in Canada. As well, physical distancing has limited the number of in-person meeting which would allow for soliciting of donations for TAC.<br><br>The fundraising committee is monitoring the current fundraising landscape and will re-engage when donations appear more likely to given.<br><br>**After the reports were read, Dr Razek called for a motion to approve them. Motion:** (Dr Parry) " I motion to accept the reports as provided." **Seconder:** Dr Karen Bailey; **In Favour:** All; **Abstentions**: None; ***The motion was approved.*** | | Dr Kelly Vogt<br><br>Dr Alun Ackery<br><br>Dr Ackery/Dr Rao<br><br>Dr Ackery/Dr Rao<br><br>Dr Lorraine Tremblay<br><br>Dr Andrew Beckett |
| **4.0** | **NEW BUSINESS** | | |
| **4.1** | **Updated Governance Structure/Org Chart**- Dr Tremblay presented the new TAC 2021 Governance chart with the 12 member Board.<br>Dr Razek took the time to acknowedge and thank the two departing Directors, Catherine Jones and Dr Natalie Yanchar. | **Information** | Dr Tremblay |
| **4.2** | **TAC 2022 (joint with ATS)-** Dr Razek informed Membes that information that the | **Information** | Dr Razek |

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| | Board hoped to purse a F2F Annual Meeting and Conference in Montreal in April 2022. He was hopeful that this could be the joint conference with ATS if travel is permitted by that time. The Conference Co-Chair will be announced in the weeks ahead. | | |
| **4.3** | **Open Forum for Members-** the invitation was extended to members to ask questions**.** There were none. | **Exchange** | Dr Razek |
| **4.4** | President's Closing Message-Dr Razek thanked everyone for attending today's meeting. He acknowedged and thanked the CoChairs for TAC 2021 this year, Co Chairs David Evans and Micheline Wiebe and Scientific Program Chair, Dr Paul Engels, as well as Kate Mahon, TAC Executive Director for her work to make the conference possible virtually. He ended by saying that 2020 had been one of the most challenging years for TAC and the Board had to pivot quickly to ensure we could still serve our Members well albeit in a new virtual ways.<br>He mentioned the following points:<br>• 2020 was a "pivot" year for the Association and in some ways adversity led to opportunity when we turned a cancelled conference of 300 people into a virtual event with 773 people in November and now 818 in April 2021. We were able to offer the conference free of charge to low/middle income country delegates who would never have the opportunity to attend an in person event. The on-demand viewing gives a new opportunity for people to have the time to watch all sessioons over 12 months if they wish.<br>• Enhancing the education we offer regularly (like the Multi Centre Trauma Surgical Case Rounds, Pediatric Rounds, Education by ITNC and TRISC groups regulary happening and interdisciplinary webinars.<br>• Kate who had originally given us notice that she would have been resigning this Spring, offered to stay on to help navigate this tulmutous year, but she is telling us again that she will be leaving after the next year's conference so we are looking at the role of the Executive Director and the office model to best meet TAC's ongoing and future needs;<br>• Some work for the Board in 2021 includes strengthening and better defining the Director portfolio duties and responsibilties; Review of the governance model as part of our ongoing Strategic Planning to strengthen the interdisciplinary nature of TAC and the linkage between the Board and our various Working Groups and Committees; strengthening the interdisciplinary aspect of TAC. | **Remarks** | Dr Razek |
| **5.0** | **ADJOURNMENT** | | |
| **5.1** | **Adjournment-** the meeting was adjourned at 1533 EDT by Dr Razek | **Decision** | Dr Razek |