

**[Meeting Title]**  
**[Collaborative Name]**  
**[Location: City, State]**  
**[Date/Time]**

**Joint Session of the Trauma Medical Directors and Trauma Program Managers**

**Ballroom A**

8 <sup>30</sup> -8 <sup>40</sup>	Arriving, Introductions of new members
8 <sup>40</sup> -9 <sup>00</sup>	Follow up on ventilator management bundles/ARDS
9 <sup>00</sup> -9 <sup>10</sup>	Update on Audit filter project and next steps
9 <sup>10</sup> -9 <sup>30</sup>	sTBI and VAP guideline
9 <sup>30</sup> -9 <sup>55</sup>	Quick Updates 9 <sup>30</sup> -9 <sup>40</sup> : External Data Validation 9 <sup>40</sup> -9 <sup>50</sup> : Collection of IHF Data 9 <sup>50</sup> -9 <sup>55</sup> : Drill Downs
9 <sup>55</sup> -10 <sup>00</sup>	Matters Arising

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**Breakout Session of the Trauma Medical Directors**

**Ballroom A**

10 <sup>00</sup> -10 <sup>10</sup>	Transitions and Introductions
10 <sup>05</sup> -10 <sup>10</sup>	Update on State PI Office
10 <sup>10</sup> -10 <sup>20</sup>	Discussion of State and Individual Spring TQIP Report
10 <sup>20</sup> -10 <sup>30</sup>	Involvement of Pediatric Centers
10 <sup>30</sup> -10 <sup>45</sup>	Update and Reinvigoration of Research Projects – How do we get buy in?
10 <sup>45</sup> -10 <sup>55</sup>	Discussion of roles for executive committee members
10 <sup>55</sup> -11 <sup>00</sup>	Matters Arising

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**Inaugural Executive Session, [Collaborative]**

**Ballroom A**

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|------------------------------------|---|
| 11 <sup>00</sup> -11 <sup>10</sup> | Vision and Roles  |
| 11 <sup>10</sup> -11 <sup>20</sup> | Follow-up on discussion of roles for vice chairs and at large members |
| 11 <sup>20</sup> -11 <sup>25</sup> | Comments by new COT Chair   |
| 11 <sup>25</sup> -11 <sup>30</sup> | Matters Arising   |