



MEETING MINUTES

MEETING: Board of Directors Mtg-United Hospital

Date: 01/28/2011

Next meeting: Mon, April 25th - 6PM/Kalahari Resort-Wisconsin. NRRCC Conference

Minutes By: Jeff Anderson-MSRC Secretary

Parliamentarian:

Issue/Topic	Discussion	Conclusion/Outcome	Comp. Date
Call to Order			
Roll Call & Quorum Determination	Attending: Sue Knight, Connie Knipp, Derek Hustvet, Gerald Ebert, Jeff Anderson, Anne Uttermark, Curt Merriman, Mary Wightman, Katherine Stevensen, Cathy Polley, Carla Knippenberg, & Greg Morgan.		
Introductions	Name/role/employ		
Approve Previous Minutes	Motion to approve 10-29-2010 BOD meeting minutes	Motion presented by Jerry Ebert, seconded by Mary Wightman. All voted in favor. APPROVED	
Treasurers Report by Anne Uttermark	Anne reviewed her report. See Appendix A below.		
Delegate Report by Curt Merriman	Curt reviewed the highlights of the submitted Delegates Report. See Appendix below.		
Legislative Affairs	Everything is in place for the Capital Hill Day is March 7-8 in Washington, D.C. Capital Hill Day here in MN will be March 24 th (details to be released later)		
Job Fair update by Kathy Stevensen	Slow progress as two of the RT schools will be in Spring Break during the Job Fair.	UPDATE: Since this meeting, the date to remain as scheduled at St. Catherines. All	

	<p>Kathy is requesting ideas of how to get more vendors to participate. The scheduled date is the soonest date available at St. Catherines. Consideration to change site for an earlier date (March 4th?) to accommodate all RT programs and enhance potential for vendors to obtain new employees.</p>	<p>schools communicated their respective students will attend.</p>	
NRRCC	<p>The Wisconsin Society for Respiratory Care President was approached by the Illinois Society for Respiratory Care for consideration of a tri-state annual meeting. Illinois would like to meet to discuss this further at the NRRCC meeting at the Kalahari in April 2011. There ensued discussion as to the formation of the NRRCC; many neighboring states were initially invited (ND/SD/IA/IL/WI/MN). There has been a good relationship with two states involved, however open for further discussion.</p>	<p>MOTION: Curt Merriman presented a motion which was seconded by Greg Morgan as follows: “That our co-Chair of the NRRCC enter conversation regarding addition of Illinois.” APPROVED</p>	
<p><u>OLD BUSINESS:</u> Mentorship by Kathy Stevenson</p>	<p>Kathy is still looking for more mentors for the students with the intent to get students more involved and interested for longevity. We currently have 15 mentors for a total of 32 students. Please contact Kathy. Also look for additional information on the MSRC Facebook page.</p>		
<p><u>Committee Reports:</u> Chronic Disease-Tobacco Abuse Prevention report by Jan Salo-Korby</p> <p>Education Seminars by Connie Knipp and Anne Uttermark</p>	<p>Please contact your respective legislator(s) regarding bill HF188 introduced to the House of Representatives which may weaken the Freedom to Breathe Act.</p> <p>Winter Workshop update: 70 attendees in St. Paul and 20 out state locations. 20 exhibitors in the vendor hall. Good feedback in the evaluations; good orchestration of site and locations. Please consider joining this</p>		

<p>Nominations by Connie Knipp</p> <p>NRRCC</p> <p><u>Advisory/Liaison</u> <u>Reports:</u> Disaster</p> <p>Sputum Bowl by Chris Gerlach</p>	<p>committee.</p> <p>Please contact Connie with your nominations.</p> <p>The registration will open at 10:30AM at the Kalahari. The ‘Save the Date’ card will be mailed on February 14th.</p> <p>Please watch the AARC website for a recruiting effort which is forthcoming.</p> <p>There are currently 4 student teams, no other teams.</p>		
<p>Adjourn</p>		<p>MOTION: Curt Merriman presented a motion to adjourn which was seconded by Anne Uttermark.</p> <p>APPROVED.</p>	

APPENDIX A

7:24 PM
01/03/11
Accrual Basis

Minnesota Society for Respiratory Care, Inc.
Balance Sheet
As of January 23, 2011

Feb 15th Bill to Edward due @ \$700 Dec. May

	Jan 23, 11	
ASSETS		
<i>unless we need to give for Sep, etc</i>		
Current Assets		
Checking/Savings	11,986.58	
Total Checking/Savings	<u>11,986.58</u>	
Accounts Receivable	835.08	<i>April 15th AARC</i>
Total Accounts Receivable	<u>835.08</u>	<i>loan to \$1000 due - pd this year</i>
Other Current Assets		
Money Market	31,783.90	
Total Money Market	<u>31,783.90</u>	
Total Other Current Assets	<u>31,783.90</u>	
Total Current Assets	44,855.49	
Fixed Assets		
Accumulated Depreciation	(830.00)	
Equipment	1,589.98	
Total Equipment	<u>1,589.98</u>	
Total Fixed Assets	<u>769.98</u>	
TOTAL ASSETS	<u>46,278.47</u>	
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable	1458.80	
Total Accounts Payable	<u>1458.80</u>	
Other Current Liabilities		
AARC Loan	1,800.00	
Total Other Current Liabilities	<u>1,800.00</u>	
Total Current Liabilities	<u>3,258.80</u>	
Total Liabilities	3,258.80	
Equity		
Opening Balance Equity	58,313.73	
Retained Earnings	(14,004.85)	
YTD Dividends & Cap. Gains	38.08	
Total YTD Dividends & Cap. Gains	<u>38.08</u>	
Net Income	(19,895.00)	
Total Equity	<u>44,314.27</u>	
TOTAL LIABILITIES & EQUITY	<u>46,278.47</u>	

Page 1

APPENDIX B

**Delegates Report: Las Vegas December 4-5, 2010
January 28th, 2011
By
Curt Merriman
Laurie Tomaszewski**

Laurie and I thank you for allowing us to represent the state of MN and its respiratory therapists at the AARC HOD meeting in Las Vegas. To be a part of HOD respiratory community is inspiring and humbling and reminds us that every RT in this state can have an impact on our profession at a national level.

Here is just one example how an RT from MN can make a difference; Steve Sittig, from Rochester Mayo asked that Laurie and I bring forth a resolution regarding license reciprocity for the RT's that transport our patients between states. This was well received in the HOD with much discussion and proved to be an eye opening issue that many had not been aware of. Interestingly, the same topic was being discussed at the AARC BOD meeting at the same time. The resolution from the HOD passed the HOD and referred to the AARC BOD for consideration. Because the same issue was on the agenda of the BOD, the house resolution was accepted as "information only". The BOD is investigating further and the hope is that they will publish a "position statement" encouraging each state to look into their respective license bills as they are reviewed to address this concern. One RT, one voice, making a difference.

Highlights from the Meeting

Election Results:

MN Connection: AARC BOD- Denise Johnson, MN (CONGRATULATIONS!)

Thank you Debra Skees for your outstanding representation as our MN Delegate and your two terms as HOD Treasurer! You make us proud, your leadership and professionalism within our state, the AARC HOD and AARC BOD is well recognized.

HOD Speaker Elect: Karen Schell, KS
Secretary: Sherry Toole-Peters, NY
Treasurer: Bill Prupanek, WI
AARC Bylaws: Rick Weaver, CO
AARC Elections: Ross Havens, IN

ARCF

- When you renew membership with AARC there will now be a place for individuals to make a donation to the Foundation. Members should really think about donating to this event.

2015

- The Board will consider all the recommendations that have come about as a result of the three meetings. Once the recommendations have been reviewed some additional data will need to be collected to determine the impact of the recommendation's implementation. Are implementing a committee to investigate and obtain data from each part of this recommendation to assure that the next step is thoroughly considered and unbiased before action is taken.

Chartered Affiliate Award

- New application form is in an excel spread sheet and it calculates the score
If a state receives any excellent standing, those will be announced

Drive4COPD

- Even though competition over, there is still have a 2 year commitment- need to continue to screen in volume
- *Winners – state with highest number of screens - PA*
Highest numbers of screeners/member is state - WVa
Highest number of screeners/people in state of 35 – Wva

Best Practices

- Teleconferencing for educational events by Christine Hamilton, Nebraska; cost savings; use Polycom; have needs assessment tool available to delegates if request Chris.Hamilton@methodistcollege.edu
- Student Scholarships by Kerry McNiven, Conn.; “Dollars for Scholars”; fundraising ideas- gift basket donation auction, golf tourney, hospital dept. donations; requirements- GPA 2.75, US citizen, required essay, must be enrolled; participation incentives for donations
- Student Mentorship by Tom Malinowski, VA; gave tips to mentorship; student chapters of society; poster sessions; legislative engagement; preceptor workshops with in affiliate; The Preceptor slides available in HOD library online on connect.
- BOD Retreat- Bill Pupanek of Wisconsin; navyrrt@gmail.com; helps focus mission and goals following teleconferencing initiation
- Fundraising Ideas by Bob Donnelly of DE ; Bartender for a Night; Poker Night; Golf Tourney; Snack sales at event; Monies support asthma camp; Bartender for a Night includes silent auction; motivated volunteer bartenders, once per year at local pub; have theme t-shirts for bartenders; bartenders must each sell 15 tickets each @ \$10 per ticket ahead of time. (\$5400) minimum; also have online donations that really brings in money! \$2800 made just in tips. Have a band that donates time for event. Made about \$21,000 in one night.

COPD Kit and Other Tools

- Talk to Tom Kallstrom for COPD Dismissal Education Kits for Beta testing
- Offering “Office Spirometry Training Certificate Program”- There will be a separate revenue sharing opportunity with this. Available online
- 2nd Edition of Aerosol manual available online.

Review Reports

- Make sure to review the details of the AARC officer reports with your BOD! There is a lot of information that needs to be shared in there.

Membership Vouchers

- Discounted vouchers still available from AARC- now in electronic number form; minimum order of 100. Consider sharing this between states if need less for financial reasons.

Membership Goal

- The goal is still to attain 50% or more AARC membership of RTs in your state! Report what your number currently is and investigate what can be done to increase membership!

AARC Senior Discount Membership

- AARC currently putting together a plan to offer a discounted membership to individuals over 65. Stay tuned

Donations

- Ask BOD to consider donations to ARCF International Fellow; Disaster Relief; ARCF Bill Bitzel Scholarship (once funded, will be available for state affiliates to utilize as seed money for offering a state student meeting.)

Resolutions

- 87-10-01 Disaster relief- passed HOD/passed AARC BOD
- 36-10-08 AARC position paper for reciprocity for transport by RTs- passed HOD/Accepted info only by AARC BOD
- 43-10-09 Addition to Quality RC Department recognition of Management by RT- passed HOD/ Defeated by AARC BOD

Additional Information

- Reminder that Lambda Beta has scholarships which sometimes go unrewarded. Also that Americorps has money available, which is based on clinical experiences.

- Get involved in your state COPD coalition. National meeting will be held this year, probably in DC in the fall of 2011.
- RFP is out there for the development of the new Leadership Institute.
- AARC benchmarking information available on AARC website <http://www.aarc.org/resources/gcr/index>
- Developing 5th Edition of the Uniform Reporting Manual is under development—much expanded from previous edition.
- Be vigilant for any move within state licensure boards for removal of CEU requirements for RTs.
- New HOD committee formed “Volunteer Committee on Connections” – Kelly Crawford Jones to chair
- Committee should have quarterly conference calls, provide speaker with summary minutes and attendance participation, forward recommendations for goals and objectives for committee focus and activities, identify needs for membership. Bill Lamb Speaker: Bill_rcp@msn.com; Phone # 314-308-0599
- Check website for Bylaws review timeline. Consider separating policy and procedure from Bylaws.
- We have an increase in AARC membership, but need to continue. Goal for this year is 10%.
- Healthy People 2020 posted in CDC website. See guidelines.

Best Practices

- Consider your society’s Best Practices and report those to the Best Practices Committee- Terri Lesser (KS) or Teri Miller (GA). Look for a survey from committee related to state scholarship practices and please respond.

CoARC

- Will begin evaluating programs based on CRT pass rates rather than RRT pass rates.
- Will begin posting CRT and RRT pass rates for each RT program online for all to view. (See CoARC report)

Upcoming HOD Meetings

- Summer: Vail- July 21 & 22
- Winter: Tampa November 3 & 4