

NCSRC Board of Directors meeting

Catawba Valley Community College
December 9, 2011
1:00pm-4:00pm

Present: Jill Saye, Kim Clark, Robin Ross, Ricky Bowen, Joe Hylton, Trisha Miller, Connie Paladenech, Garry Dukes, Christy Stewart, Erica Dodd, Jody Miller, Matthew Bolinsky, Myra Stearns, Lanny Inabnit, Lawson Millner, Wayne Trainor, Wendy Ayscue, Terry Smith, Dan Grady, Travis Houston, John Flynt

Absent: Paula Mendenhall, Carolyn Bell, Shelbourn Stevens

Guests: John Gleeson (Wilkes CC), Jillain Waun (CCC Mentee), Melissa Hilliard PCCC Mentee), Stephen Goetz (CVCC Mentee), Joshua Pruett (Rockingham CC Mentee)

Officer's Reports

Presenter

1. Meeting called to order at 1:00 PM
○ Roll Call of Conference Line

Kim Clark

2. President's Report
○ September 27, 2011 Minutes
○ Garry Dukes made a motion to amend Standing Committee Reports #8 ByLaws and Standing Rules to move bullets 4 and 5 to the Elections Report and to add the term 'Committee' to Recommendations #1, #2, and #3 so it starts Committee Recommendation #1, etc.
○ This motion was seconded by Ricky Bowen and with no discussion and all in favor; the approved recommendation will be reflected in the 9/27/11 minutes.
○ Kim Clark motioned to approve the minutes as a whole with the above changes. Matthew Bolinsky seconded the motion, no discussion, and all in-favor. Minutes approved.
○ Rick Sells Lecture
○ Sent a card with money enclosed to Rick Sells with much appreciation from both parties. He is in good spirits.
○ Update on CAHNC-No update.
○ Wayne Trainor was sworn in by Kim Clark as a new Board of Director.

Kim Clark

3. Secretary's Report - No report.

Trisha Miller

4. Treasurer's Report
○ Updated financial reports (see report)
○ The Balance Sheet dated 12/07/11 will be updated to add \$16,800.00. \$16,700.00 came from the annual meeting with \$900.00 in revenue from merchandise sales; \$2000.00 in vender fees profit; \$11,000.00 in registration fees. \$100.00 in revenue came from advertising.
○ A profit was made from the annual meeting.
○ Summary balance sheet shows Total Liabilities & Equity as \$46,049.87.

Joe Hylton

- Comments on the Profit & Loss Budget vs. Actual date 12/07/11.
 - Under Expenses: Brochure printing line included not just the brochures sent out, but all needed material such as the lanyards and holders and folded itineraries. The Committee Lodging and Speaker's Lodging line items need to be combined. Misc. Expenses \$2,400.00 of the line item went to the Rick Sells Lecture. This was the only line to use for this item. In the future, a cap on food should be looked at. The food amounts increased dramatically from the previous years at the meeting site.

5. Delegate's Report

Connie Paladenech
Garry Dukes

- HOD report from Tampa (see report)
 - Gary Dukes provided a summary from the House of Delegates Tampa, FL meeting that was held on December 3rd through December 4th, 2011. The following were highlighted:
 - An additional International fellow was added due to the HOD donations in July 2011
 - Request from Gary Dukes to budget for both International fellow and Disaster fund in future.
 - RESOLUTIONS-----
 - #05-11-06 Amended to: Be it resolved that the AARC House Of Delegates direct the AARC by-laws committee to amend the AARC by-laws to change the status of the immediate Past Speaker to be a voting member of the Board of Directors. Passed as amended after much discussion.
 - REPORTS:
 - Many states are forming COPD coalitions. RT's need to have representation on their state coalition. Go to <http://www.uscopdcalition.org/p-42> for more information.
 - Co-marketing opportunities are available for state societies. Place these courses on our state website to advertise their availability. ie: (Office spirometry certificate)
 - New edition of the Guide to Aerosol Delivery devices. Place a link on your state society website.
 - If you have any interest in Beta test site for COPD Protocols being developed—contact Tom Kalstrom
 - COPD being branded as orange.
 - AARC goal 50%= 80,500 , NC at 35% with 1551 members
 - Disaster Relief – A NC member received funding due to damage from Hurricane Irene.
 - Clinical Practice Guidelines---updates not fast enough-\$250,000 reserve to hire a firm to grade the evidence that will guide the changes. We need to influence that we are delivery the highest quality care through our evidence based guidelines
 - The AARC will form a committee for Sputum Bowl redesign using information from the HOD adhoc committee. The HOD has asked that HOD members be placed on the AARC committee.
 - The ARRC has completed work on the process to be used for state societies that have bylaws in conflict with the AARC bylaws. This information will be placed in AARConnect in the HOD community.

- Drive4COPD – AARC continues its partnership with COPD Awareness Campaign. 2011 marks the second year of participation. We will continue the partnership through 2012.
- Hospital Acquired Infections*
 - There is a noticeable increase in state legislation that would reduce Medicaid and other state payments to hospitals with a high incidence of acquired infections (included in nearly all bills is ventilator acquired pneumonia (VAP). For the most part, due to opposition from the hospital industry payment reduction legislation does not pass. However, several states do enact legislation that require hospitals to track and report on these events, again also including VAP.
 - While most state legislatures have adjourned for the year, the regulatory side of the equation never goes out of session. An increased monitoring of what is happening to other professions and para-professionals, be it legislation or regulation is a necessity.
- Legislation
 - The Medicare Respiratory Therapy Initiative -- HR 941
 - Needs more support
 - Virtual Lobby Week
 - The AARC's 2012 Capitol Hill Lobby Day will be March 5th and 6th.
 - Create a Coordinated Federal Response to COPD and National Action Plan
 - NC has 13 or 14 districts and we need to identify a specific person from each district to represent that district.

Standing Committee Reports

Presenter

- | | |
|--|------------------------------------|
| 6. Elections | Travis Houston |
| ○ A list of committee members was been provided | |
| 7. Budget and Audit | Joe Hylton |
| ○ The 2012 Budget report will be sent out by the end of December and discussed at the February meeting. This will require an E-vote. | |
| ○ Garry Dukes moved that from January 1, 2012 until the February BOD meeting, the NCSRC operate under the same 2011 budget until the 2012 budget is approved. A second was made by Robin Ross and with no discussion and all in favor, this motion was approved. | |
| ○ Standing Rules | Kim Clark |
| 8. ByLaws and Standing Rules | Garry Dukes |
| ○ The document has been approved but the attachments still need to be reviewed and the Standing Rules need to be looked at for appropriate credit card language. | |
| 9. Public Relations | Paula Mendenhall |
| ○ There is still merchandise for sale. | |
| 10. Education/Program | Lanny Inabnit
Shelbourn Stevens |

- Lanny Inabnit was contacted by a ‘sleep group’ to help with some lectures for an upcoming conference. There was discussion about the request with the main issue being the timing of contact and the timing of the actual event. Due to not having adequate time to assess this commitment, it will be placed on a future agenda.
- There is a link to Lanny’s e-mail on the NCSRC Webpage to request presentations for future annual meetings.
- There were good reviews from the 2011 annual meeting.
- The 2012 meeting will be held at the Embassy Suites in Concord, NC with a Wednesday – Friday schedule and the BOD meeting on Tuesday.
- Request for guidance for the Rick Sells Lecture.

11. Judicial – No report.

Jill Saye

12. Political Advocacy (Professional Standards)

Lawson Millner

- No report except to mention the 435 Plan.
 - We need to have a formal plan in place with districts identified and an individual appointed as a representative for each district. We need to identify the districts and the representatives.
 - Gary Dukes mentioned that in recent years and this should be reflected in the past minutes that all BOD members were appointed to the Professional Standards Committee.
 - Lawson Millner will communicate to follow up.
 - Myra Stern will review with the NC Manager’s group and Lanny Inabnit and Robin Ross will review with NCARE.
 - All members of the NCSRC should be on the lookout for e-mails that will provide more information and what actions need to be taken.

13. Publications/Communications

Lawson Millner

- A history tab has been added to the Website for updates.
- The majority of the Symposium Lecture PowerPoint’s can be found on the Webpage.
- AARC membership can be renewed on the website but not the sections.
 - Would like to mimic Colorado’s technique so that the sections as well as memberships can be renewed on the NCSRC Website.
 - There will be no issues with the Voucher program that is used by the NCSRC.

14. Membership

Ricky Bowen

- 1866 members
 - 1522 Active
 - 3 Honorary
 - 22 Industrial
 - 3 Life
 - 2 PA
 - 295 Students
 - 21 Special
 - 60 memberships expired with 46 of those being in December.
 - Up 86 members
- Letter from AARC-Membership drive with the focus being on the hospital managers and/or directors. They are looking for gaps in membership and trying to identify the managers and/or directors that are not AARC members.
 - Trisha Miller will collect manager names from the eastern region.
 - Myra Sterns, the central region.
 - Jody Miller, the western region.

15. Long Range Planning Robin Ross
- Continue to support the membership drive and the membership committee and
 - Mentor/Mentee program.
 - Use more electronic information such as the development of an electronic orientation.
 - Work towards the external server development.
16. Nominations
- Nominations were open for the Nominations Chair and Committee.
 - Nominations were made for the Nominations Chair and Committee.
 - Travis Houston highlighted the responsibilities.
 - Discussion transpired concerning combining the Nominations and Elections Committees. At this point, the Elections Committee is appointed by the President and the Nominations Committee is elected by the BOD. This will stay the same for now but may be looked at in the future.
 - An anonymous vote was performed.
 - Wayne Trainor was appointed by vote as Chair. Jody Miller and Christy Stewart will be committee members.

Special Committee Reports

Presenter

17. Awards and Scholarships – No report. Trisha Miller
18. Home Care/Alternate Site Care John Flynt
- RAC (Recovery Audit Contractors) Auditors
 - Last year the focus was on oxygen therapy. This year the focus is on Sleep therapy. Accreditation is going to be heavily monitored as well as credentialed physician readings. Everyone in homecare should be fully aware of regulations and that they are being followed. In the end if the regulations are not met the patient loses.
 - Oximetry on sleep studies is now denied by Medicare for home oxygen.
19. Sputum Bowl Ricky Bowen
- We had a great competition at the state level.
 - Discussion about doing away with the practitioner’s competition and just having the students compete occurred. The past several years have had extremely low practitioner participation.
 - Our State Practitioner Team did well at the Nationals. The team consisted of Cathy Bitsche, Robin Ross, Pat Daly and Joe Hylton. They were one game away from the final competition. They also received the Sportsman’s Award.
 - Ricky Bowen will make a committee recommendation addressing issues at the February meeting.
 - May need to look at putting a policy in place.
20. Chartered Affiliate – No report. Carolyn Bell
21. Vendor Representative- Tony Long
- No report but to say that the vendors were pleased with the manager’s session and the annual meeting as a whole.
22. Research Committee Dan Grady

- Highlighted the proposed NCSRC Committee Goals for 2011-2012
 - Identify and secure a corporate sponsor for research prizes/awards.
 - Recognize the corporate sponsor at the opening of the NCSRC Open Forum session.
 - Award prizes for 3 best presentations and publication-ready abstracts presented at the Symposium.
 - Take photos of research award recipients at the Symposium for publication in newsletter and the NCSRC website.
 - Revise written guidelines for poster/abstract presentation to match AARC abstract submission criteria.
 - Ensure that the Symposium Program committee schedules an Open forum session as well as a room for the event at the 2012 meeting.
 - Change the committee name to the NCSRC Research Committee.
 - This has been noted and changed.
- Special Lecture Criteria
 - Examples of the Jimmy Young Memorial Lecture Powerpoint presentation slides were obtained and distributed.
 - The AARC was contacted to obtain a photo of Houston Anderson, RRT.
 - Wake Forest Baptist Medical Center provided a photo of Rick Sells, RRT.
 - Proposed criteria for the Rick Sells Honorary Lecture include topics related to the following:
 - Professional Development
 - Leadership
 - Current Management Issues
 - History of the Respiratory Care Profession

23. **Related Professional Organizations**

Presenter

24. NC Association of Respiratory Educators (NCARE)

Robin Ross

- 12 Mentees this year of 14 potential mentees.
 - Introduced mentees present.
- Changes in people
 - Richard Miller from Durham Tech will be retiring. Introduced new educators John Gleeson (Wilkes CC) and new DCE at Rockingham CC, Daniel Williams.
- NCARE meeting scheduled for March at Catawba Community College and Dr. Tom Smalling has been invited. Everyone is welcome to attend. Information will be sent out in January.
- The NCSRC was thanked for their help and support with the student reception.
- NCARE will develop a letter for student consent in mentioning their names at graduation in the Newsletter.

25. NC Respiratory Care Board (NCRCB)

Terry Smith

- The NC Managers group met at the NCRCB's office regarding patient safety and staffing issues on December the 2nd. There was great participation from the NC Hospitals as well as participation from a BOMA, AARC Board member, Dr. Ira Cheifetz. Dr. Cheifetz has agreed to present this at the next BOMA meeting in April.
- The Manager's group requested a declaratory ruling from the board regarding patient safety and staffing. The board has agreed and is in the process of writing a declaratory statement. Encouraged attendance at the December 9th 2011 NCRCB meeting.
- Dan Grady proposed that after the declaratory ruling is made by the NCRCB that the NCSRC would write a letter to endorse the NCRCB's decision. There was agreement but this will need to be done electronically due to time restraints.

- Please convey the need for therapists across the state to review the new position statement regarding ventilator adjustments which can be found on the board site.

24. Polysomnography – No report.

Robert Miller

Old Business

Presenter

- Rick Sell Lecture Criteria- discussed earlier.
- Off-site Server for storage – Information is still being gathered.
- Administrative Secretary performance evaluation document

Kim Clark

New Business

Presenter

- AARC Membership Initiative- This was done.
- Nomination Chair/Committee- This was done.
- Potential to add a facebook page for the NCSRC. Schools have policy in place that may work for the society. This will need further discussion.
- It was suggested that the NC Manager's group be added to the Related Professional Organizations Report section.

Kim Clark

Kim Clark

Connie Paladenech motioned to adjourn; Matthew Bolinsky seconded the motion, all in favor and the meeting was adjourned 3:55pm.

The February 22, 2012 BOD meeting will take place at 9:00 AM in Boone, NC at the Broyhill Wellness Center.

Kim Clark offered a Tour of Simulated Hospital.