

# WSRC BOD Meeting Minutes

January 21, 2010

Teleconference



## BOD Members Attending:

Greg Spindler ( President ), Anne Flaten ( Present-Elect & Nominating Chair), Ken Lampro ( Vice President), Janet Stephens (Secretary), Herb Laib (Treasurer), Bill Pupanek & Deb Hendrickson (Parliamentarian/Delegates), Matt Raine (District I), Gretchen Mazurczak (District IV), Gail Walker (District V), Franz Schuttenhelm (District VI), Jennifer Horkan (Public Relations Chair), Mary Roth (Legislative Chair), Bob Milisch ( Bylaws & Judicial Report)

| Topic/Goal          | Presenter |   | Recommendation/Action   | Person Responsible |
|---------------------|-----------|---|---|--------------------|
| Call to Order       | Spindler  | Greg Spindler called the Meeting to order at 0805 with quorum present.      |   |                    |
| Introductions       | Spindler  | None needed.  |   |                    |
| Meeting Agenda      |           | Meeting agenda and officer reports had been previously e-mailed to the BOD. |   |                    |
| Approval of Minutes |           | Approval of BOD Meeting minutes of 12/17/2009.                              | Motion was made by Bill Pupanek to approve the minutes, Gail Walker seconded the motion. 8 ayes for approval. None opposed. |                    |

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| President's Report    | Spindler | <ul style="list-style-type: none"> <li>• Report submitted</li> </ul> <p>-Greg Spindler provided a brief synopsis of his report</p> <p>- Please remember to sent dates for District events/meetings.</p> <p>- President's award – like a lifetime achievement award. No nominations received as of yet.</p> <p>-NRRCC host hotel is the Doubletree (formerly the Radisson), the link for the conference should be up by the end of January or first week of Feb. Some of the activities will be at the convention center.</p> | -Please forward any candidates to Greg.   |  |
| President-Elect       | Flaten   | <ul style="list-style-type: none"> <li>• Report submitted</li> </ul> <p>-Anne provided a brief synopsis of her report</p> <p>- Anne has been invited to attend the annual State Society Leadership workshop in Dallas. Can we budget for it?</p>   | - Herb stated that we are starting with a new year, so if we use it now, it'll be gone later. Bill also stated that there are airline vouchers for the PACT meeting already, so that will be money saved for the budget year. |  |
| Vice President /NRRCC | Lampro   | <ul style="list-style-type: none"> <li>• No report submitted</li> </ul> <p>- NRRCC – hope to have all information online by the end of January.</p> <p>- Speaker committee (MSRC) was slow to get working. ---2 speakers haven't confirmed. 1 speaker has backed out.</p>  |   |  |

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|           |          | <ul style="list-style-type: none"> <li>- Sputum Bowl will be run by Bob Milisch</li> <li>- The fees for the conference will increase by 20%, except for the student fee of \$90 will remain unchanged.</li> <li>- There will be 12.5-13.5 CEUs available.</li> </ul> | - We need 2 laptops, 2 screens, and sound. |  |
| Secretary | Stephens | <ul style="list-style-type: none"> <li>• Report submitted</li> <li>-10/2 Approved minutes submitted to Kitty and AARC.</li> <li>-12/17 minutes recorded and submitted to BOD for review and approval</li> <li>- Nothing new to report.</li> </ul>                    |  |  |

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| Treasurer | Laib                   | <ul style="list-style-type: none"> <li>• Reports submitted</li> </ul> <p>- Herb reviewed his report for the BOD and the checking account balance (\$25, 678) / investments (\$80,168) for total assets at end of December = \$105, 847. There are still 4 outstanding checks.</p> <p><b>2010 Proposed budget:</b></p> <p>- Theresa Meinen's Mom will now do our society accounting. She has her own H&amp;R Block office and the cost will be \$500 or less.</p> <p>- Poster contest monies were not included in the proposed budget</p> <p>-Herb raised the discussion about cutting back on reimbursement for the Sputum Bowl teams representing WI. Sending 6 people costs about \$833 each. Should we cut that to \$500 each in the future?</p> <p>- Need fund-raising ideas, encourage sponsorship for NRRCC to keep our costs down.</p> <p>- NRRCC Vendor day is May 4, 2010</p> <p>- After additions, the new proposed budget deficit = \$34,354</p> | <p>-Janet made a motion to add \$500 for the poster contest winners. The motion was seconded by Gail Walker.</p> <p>- Deb Hendrickson was charged to devise a method to increase advertising of the poster contest to increase participation. Place on WSRC website.</p> <p>- Depending on income from the NRRCC, we may be able to continue current reimbursement level.</p> <p>- Motion to approve proposed budget by Bob Milisch, second by Gretchen. All approved.</p> |  |
| Delegates | Pupanek/<br>Hendrickso | <ul style="list-style-type: none"> <li>• Report submitted</li> </ul>  |  |  |

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|                      | n    | <p>-Bill Pupanek briefly highlighted their report.</p> <p>-Working with Mary Roth and PACT for AARC Capital Day</p> <p>- Getting state advisory board representation (Licensure Board) at a live BOD meeting.</p> <p>- Bill &amp; Deb submitted an article to Jen Horkan for the new Newsletter.</p> <p>- Deb was discussing the education listserv and the ongoing discussion about RRT vs. CRT and AS vs. BS. If the AARC decides to go to one credential, the RRT, would open up some issues with licensure.</p>                               | <p>- Please forward topic and/or agenda items to be discussed before we can request their attendance at a meeting.</p> |  |
| PACT/<br>Legislative | Roth | <ul style="list-style-type: none"> <li>• Report submitted.</li> </ul> <p>-Mary summarized her report.</p> <p>-No new actions for WI Public Health or Health Care Reform</p> <p>- Mary has found it difficult to reach our politicians, but got 2 calls yesterday.</p> <p>- The upcoming AARC Capital Days March 8 &amp; 9. There are 2 spots available – 1 male and 1 female, as the room are paid for by the AARC.</p> <p>- Bob advised the BOD that the AARC will be laying a wreath at the “Tomb of the Unknown Soldier” on the first day.</p> | <p>- If you’d like to attend, let Mary Roth know.</p>  |  |

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| District I   | Raine        | <ul style="list-style-type: none"> <li>• Report submitted</li> <li>- Working with Gretchen (D IV) to secure entertainment for the NRRCC</li> <li>- Lincare will be willing to put in \$600.</li> </ul> |   |  |
| District II  | Schroeder    | <ul style="list-style-type: none"> <li>• No report submitted</li> <li>• Not on call</li> </ul>   |   |  |
| District III | Summers      | <ul style="list-style-type: none"> <li>• No report submitted</li> <li>• Not on call</li> </ul>   |   |  |
| District IV  | Mazurczak    | <ul style="list-style-type: none"> <li>• Report submitted</li> <li>- Received partial sponsorship from RespriTech for entertainment for NRRCC.</li> </ul>  | <p>-Ken to get a vendor letter from MSRC to Gretchen for RespriTech.</p> <p>-If anyone knows of any vendor that would like to cover the other half, let Gretchen know.</p> <p>-Ken to get Gretchen/Matt in touch with MSRC entertainment committee to help with ideas for local venues.</p> |  |
| District V   | Walker       | <ul style="list-style-type: none"> <li>• Report submitted</li> <li>- Working to put on an education on 2/25 – Ventilator workshop on the human patient simulator at MATC</li> </ul>                    | <p>-Recognize the State Sputum Bowl teams on the WSRC website – contact Kitty. Deb to send picture.</p> <p>- Jen included it in the newsletter</p>  |  |
| District VI  | Schuttenhelm |  |   |  |

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|                         |                   | <ul style="list-style-type: none"> <li>• Report submitted</li> </ul> <p>-Spoke to payroll at Gunderson Lutheran about doing automatic payroll deductions for AARC membership.</p> <p>- Held educational district meeting 10/29 – poor attendance and expensive.</p> | <p>- Franz to purchase some vouchers for his next event – hopefully in the next 6 months.</p>   |  |
| Budget & Audit          | Flaten/<br>Laib   | <ul style="list-style-type: none"> <li>• No report submitted</li> </ul> <p>- Anne and Herb will be having a discussion with Edward Jones funds manager about moving the investments around to other funds.</p>  | <p>- Report at next meeting.</p>  |  |
| Bylaws & Judicial Chair | Milisch           | <ul style="list-style-type: none"> <li>• Report submitted</li> </ul> <p>- Bylaws revisions were approved by the AARC Bylaws Committee</p> <p>-</p>  | <p>- Need member approval. Greg will need to contact the AARC to have WSRC members review and approve the revised bylaws. The voting can go with the BOD election ballot.</p> |  |
| NRRCC                   | Lampro            | <ul style="list-style-type: none"> <li>• See VP report notes above</li> </ul>   |   |  |
| Education               | Bandler           | <ul style="list-style-type: none"> <li>• Report submitted</li> <li>• Not on call</li> </ul> <p>-Report reviewed by BOD during meeting.</p> <p>- Mary is looking for judges for the poster contest – contact Mary Bandler if interested.</p>                         |   |  |
| Membership              | Miller/<br>Meinen | <ul style="list-style-type: none"> <li>• No report submitted</li> <li>• Not on call</li> </ul>  |   |  |

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| Nominations and Elections          | Flaten               | <ul style="list-style-type: none"> <li>• No report submitted</li> </ul> <p>-President-elect, Treasurer, Vice President, Districts I, III, V are up for re-election.</p> <p>- Our bylaws dictate that candidate names need to be on the ballot for &gt; 60 days before the close of nominations.</p> <p>- Election needs to be 90 days, after the call for nominations, which pushes the election to April 6<sup>th</sup>.</p> <p>- Gail Walker will stay in District V</p> <p>- Ken will stay VP if nobody else comes forward, as will Matt in District I.</p> <p>- Herb will remain Treasurer.</p> | <p>- Get nominations forms to Anne. The election result will be decided 2 weeks after April 5<sup>th</sup>, in time for the NRRCC.</p> |  |
| Home Care                          | O’Leary/<br>Zurawski | <ul style="list-style-type: none"> <li>• No report submitted</li> <li>• Not on the call</li> </ul>  |  |  |
| Public Relations Web Page          | Horkan               | <ul style="list-style-type: none"> <li>• Report submitted</li> </ul> <p>- Jen summarized her report</p> <p>- Working on the newsletter.</p>   | <p>- Titled “ Bringing you the WSRC News”</p>  |  |
| Disaster Response and Preparedness | Milisch              | <ul style="list-style-type: none"> <li>• Report submitted</li> </ul> <p>- Vent survey data was supposed to be presented in San Antonio. It wasn’t released because they wanted the results released to the states before nationally.</p> <p>- WI produced a &gt;90% response rate.</p>  | <p>- Received 5 vouchers for AARC registration</p>   |  |

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|                    |  | - The federal government is reviewing the Mass Casualty website for training non-RT personnel for disaster ventilation. |   |  |
| New Business       |  |   |   |  |
| Next Meeting       |  | March 25, 2010 teleconference 0800-1000   | Future meetings:<br>5/2/2010 NRRCC BOD meeting  |  |
| Meeting adjourned. |  | BOD meeting adjourned 0915  | Motion to adjourn by Gretchen, second by Deb H. |  |

Respectfully submitted by,  
Janet E. Stephens,BS, RRT, RCP  
WSRC Secretary