

# ***WSRC BOD Meeting Minutes***

**November 8, 2007**

**Teleconference**



## **BOD Members Attending:**

PJ Lane (President), Greg Spindler (Vice President), Dave Cooksey (President-Elect), Marshall Dunning (Secretary), Herb Laib (Treasurer), Jeanne Zurawski (Home Care Co-Chair), Deborah Hendrickson (Parliamentarian/Delegate), Bill Pupanek (Parliamentarian/Delegate), Mary McDermott (Public Relations Co-Chair), Gretchen Mazurczak (Public Relations Co-Chair), Dorothy Summer (District III), Maureen Faulkner (District IV), Ann Flaten (Nominating Chair)

## **Guests:**

Topic/Goal	Presenter		Recommendation/Action	Person Responsible
Call to Order	Lane	PJ Lane, President, called the Meeting to order at 8:08 a.m.  Quorum present		
Introductions	Lane	Members of the Board introduced themselves.		

Meeting Agenda		Meeting agenda and officer reports had been previously e-mailed to the BOD.		
President's Report	Lane	<ul style="list-style-type: none"> <li>• Report briefly discussed</li> </ul> <p>PJ Lane publicly thanked Dave Cooksey and Kathy Mead for their work on the 'new' WSRC web site. Deb Hendrickson echoed PJ's comments further indicating the tremendous improvement and ease of navigating the site. PJ also expressed her gratitude and thanks to Greg Spindler and his Committee on their work that went into the NRRCC.</p> <p><i>Old Business:</i></p> <p>A motion is needed to approve the BOD Meeting Minutes of September 18, 2007.</p>	<p>A motion was made by Bill Pupanek and seconded by Greg Spindler to approve the September 18, 2007 WSRC BOD Meeting minutes. No discussion</p> <p>Vote was called and carried: 7 ayes 0 nays</p>	
President-Elect	Cooksey	<ul style="list-style-type: none"> <li>• Report briefly discussed</li> </ul>		
Vice President	Spindler	<ul style="list-style-type: none"> <li>• Report briefly discussed</li> </ul>		

Secretary	Dunning	<ul style="list-style-type: none"> <li>• Report briefly discussed</li> </ul>		
Treasurer	Laib	<ul style="list-style-type: none"> <li>• Reports submitted</li> </ul> <p>Herb Laib discussed reports in some detail. Herb noted that the October balance was up through the 25<sup>th</sup> of the month as the end-of-month balance was not available as of this Meeting. The ALA has not submitted an amount of \$64,830 which will subsequently be divided between WI (\$40,000) and MN (\$24,000). Herb had some questions regarding an e-mail he received from Northeast Wisconsin Technical College (NWTC) addressing the ‘scholarship’ fund, e.g., Who is it open to, new students, established students?</p>	<p>Greg Spindler suggested that 2<sup>nd</sup> year students should be able to apply for the scholarship as 1st year students tend to drop out of the program. Deb Hendrickson suggested that the school should decide how to dispense the funds. Dave Cooksey concurred with Deb. PJ Lane said we should not try to “micro” manage dispersal of the funds. It was recommended that a check for \$1,000, representing the ‘Respiratory Care Endowment Scholarship Fund’, be sent to RT Program Directors. The Program Directors would than be responsible to forward the monies to the appropriate individual at the college for dispersing to RT students.</p>	
Delegate/ Delegate-Elect	Pupane/ Hendrickson	<ul style="list-style-type: none"> <li>• Report discussed</li> </ul> <p>Bill Pupane highlighted each of the resolutions:</p> <p>#04-07-03: this resolution would allow more time for the House of Delegates to review, scrutinize, and discuss the</p>	<p>The WSRC BOD is supportive of this resolution.</p>	

		<p>proposed AARC budget before voting on same.</p> <p>#94-07-24: AARC would develop guidelines for equipment and competencies to be used in pandemic or mass casualty situations.</p> <p>#94-07-25: AARC would provide a discussion “blog” on their web site for posting of information on resolutions.</p> <p>Bill indicated that there is ‘open mic’ time, and if there are any issues, challenges, etc., that he or Deb should bring up at the HOD Meeting we should let them know.</p> <p>PJ Lane asked if the WSRC pays for anyone on the WSRC BOD to go to the AARC. Greg Spindler said that typically the President and Delegates are included. Herb Laib indicated there was a \$2,000 Presidential Fund. Bill stated that in the past, the Delegates have been sent to the HOD Meeting.</p>	<p>Deb Hendrickson commented on the work that Bob Milisch has done in this area. She went on to say that Bob’s work is highly recognized and that the state of Wisconsin is somewhat of a leader. The WSRC BOD is supportive of this resolution.</p> <p>Deb Hendrickson indicated that the HOD needs to hear from others and this would be a mechanism for that. Again, the WSRC BOD is supportive of the resolution.</p>	
PACT	Milisch	<ul style="list-style-type: none"> <li>• No report</li> <li>• Not on conference call</li> </ul>		

District I	Lampro	<ul style="list-style-type: none"> <li>• No report</li> <li>• Not on conference call</li> </ul>		
District II	Schroeder	<ul style="list-style-type: none"> <li>• No report</li> <li>• Not on conference call</li> </ul>		
District III	Summers	<ul style="list-style-type: none"> <li>• No report submitted</li> </ul> <p>Dorothy Summers indicated that there were no activities to discuss at this time.</p>		
District IV	Faulkner	<ul style="list-style-type: none"> <li>• No report</li> </ul> <p>Maureen Faulkner highlighted some future programs that will take place in the District.</p>		
District V	Hendrickson	<ul style="list-style-type: none"> <li>• No report</li> </ul> <p>Deb Hendrickson said she had no activities to discuss.</p>		
District VI	Ducharme	<ul style="list-style-type: none"> <li>• No report</li> <li>• Not on conference call</li> </ul>		

Budget & Audit	Lane/Laib	<ul style="list-style-type: none"> <li>• No report</li> </ul>		
Bylaws & Judicial	Milisch	<ul style="list-style-type: none"> <li>• No report</li> <li>• Not on conference call</li> </ul>		
NRRCC	Spindler	<p>Greg Spindler updated the Board on the Convention. Approximately 66% of attendees were from Wisconsin, and 34% from Minnesota. He stated that this was down slightly compared to previous conventions, however this may be due to drop in student attendance. Greg also stated that the net revenue is a little higher than expected despite a slight drop in attendance. Greg will be Chair for next year's convention which will be in Rochester, MN. They are in the process of putting together a speaker committee.</p>		
Education	Bandler	<ul style="list-style-type: none"> <li>• Written report submitted</li> <li>• Not on conference call</li> </ul>		
Membership	Dittman	<ul style="list-style-type: none"> <li>• No report</li> <li>• Not on conference call</li> </ul>		

		<p>PJ Lane indicated that she had received an e-mail from Angela Dittman stating that she was resigning her position at the end of November. Angie said she would be willing to serve as a resource to the new Chair. Greg Spindler said he had a couple of individuals in mind that might be interested in this position. Mary McDermott said she may know of someone in Madison who also might be interested.</p>		
Nominations and Elections	Flaten	<ul style="list-style-type: none"> <li>• No report</li> </ul> <p>Anne Flaten indicated that a call for nominations needs to go out this month for President-Elect, Vice President, Treasurer, and representatives for Districts I, III, and V. The nomination period is open from November 21 through the end of January. Ballots will be sent out on March 1 to be returned at the end of March. At the May BOD Meeting, the newly elected officers will take office. Nomination forms are available on the WSRC web site and RT department managers.</p>		
Home Care	O’Leary/ Zurawski	<ul style="list-style-type: none"> <li>• Report briefly discussed</li> </ul>		

		Jeanne Zurawski stated that 48 individuals signed up for the 'Fall Evening Conference' on October 18, 2007, however only 32 attended.		
Legislative Chair	Grennier	<ul style="list-style-type: none"> <li>• Written report submitted</li> <li>• Not on conference call</li> </ul>		
Public Relations Web Page	McDermott/ Mazurczak	<ul style="list-style-type: none"> <li>• Report briefly discussed</li> </ul> <p>Gretchen Mazurczak highlighted her report. Dave Cooksey discussed future development of the site, e.g., photos from the Bi-State Convention, biographies of the BOD members, etc. Currently there are five (5) job opportunities posted on the web site. The cost for 3 months of advertising is \$150.00. Dave further stated that Kathy Mead is working on 'hit' counter for the site. There is also a link to the ALA. There was discussion regarding an 'electronic' WSRC newsletter. It was brought up that some WSRC members may not have access to a computer and that would need to be addressed. How can we notify members of the web site?</p> <p>Deb Hendrickson stated that she had submitted some information regarding</p>		

		the upcoming December 31, 2007 deadline for RTs who graduated prior to or after January 2005 as it applies to the NBRC credentialing exam.		
Disaster Response and Preparedness	Milisch	<ul style="list-style-type: none"> <li>• No report</li> <li>• Not on conference call</li> </ul>		
New Business		<p>PJ Lane indicated that the husband of a longstanding member of the AARC, and on the HOD from IL, died unexpectedly and that a fund had been set up.</p> <p>Dave Cooksey indicated that he had 600 membership pins left and asked for suggestions on how we should distribute these pins.</p> <p>In reference to disaster preparedness, Bill Pupanek stated that a letter had been sent by the State to all RT Managers indicating that they will be getting another ventilator.</p> <p>Gretchen Mazurczak asked how long it takes before CECs are posted. Greg Spindler said it takes about 3 to 4 months.</p>	<p>There was discussion about a donation or bereavement gift of \$500 be given by the WSRC. The BOD unanimously agreed.</p> <p>It was suggested to provide 100 pins/District. Dave said he would contact each District representative to find out how many pins they would want.</p>	

Next Meeting		<p>January 10, 2008 Teleconference: 8:00 to 10:00 a.m.</p> <p>March 13, 2008 'Face-to-face': 8:00 to 10:00 a.m. at the Kalahari</p> <p>May 8, 2008 'Face-to-face'</p>		
Meeting adjourned.		<p>Meeting was adjourned at 9:45 a.m.</p>	<p>A motion was made by Marshall Dunning and seconded by Bill Pupanek to adjourn the BOD Meeting.</p> <p>Vote was called and carried: 9 ayes 0 nays</p>	

Respectfully submitted by,

Marshall B. Dunning III, Ph.D., RCP  
WSRC Secretary