

WSRC BOD Meeting Minutes

June 7, 2007

Kalahari, Wisconsin Dells, WI



BOD Members Attending:

PJ Lane (President), Greg Spindler (Vice President), Dave Cooksey (President-Elect), Marshall Dunning (Secretary), Herb Laib (Treasurer), Denice Stingl (Delegate), Bill Pupanek (Delegate-Elect), Maureen Faulkner (District IV), Debbie Hendrickson (District V), Mary Bandler (Education Chair), and Barb O’Leary (Home Care Co-Chair).

Guests:

Laura Grennier and Anne Flaten.

Topic/Goal	Presenter		Recommendation/Action	Person Responsible
Call to Order	Lane	9:10 a.m. Quorum present		
Introductions	Lane	Both current and ‘new’ Board members introduced themselves. A WSRC BOD binder was distributed to the new		

		Board members.		
Meeting Agenda		Meeting agenda was distributed.		
President's Report	Lane	<ul style="list-style-type: none"> • Written report submitted <p>PJ Lane discussed and elaborated on the report.</p> <p>There was a review of the BOD committee positions:</p> <p><u>Filled positions</u></p> <p>Budget/Audit Committee: Dave Cooksey and Herb Laib</p> <p>Bylaws/Judicial Committee: Bob Milisch</p> <p>NRRCC Convention Committee: Greg Spindler</p> <p>Education Committee: Mary Bandla</p> <p>Legislative Affairs Committee: Carol Prothero</p> <p>Long Range Planning Committee: Barb</p>	<p>There was some discussion regarding Carol Prothero not attending BOD Meetings. Laura Grennier volunteered to Chair committee if Carol decides not to continue.</p>	<p>PJ Lane said that she would contact Carol to see if she wants to continue.</p> <p>PJ Lane will follow up</p>

		<p>Hughes, Sally Warren, and Bill Rosandich.</p> <p>Membership Committee: Angie Dittman</p> <p>Public Relations Committee: Brian Moeller and Becky Strike</p> <p>Home Care Committee: Barb O’Leary</p> <p>Disaster Response/Preparedness Committee: Bob Milisch</p> <p><u>Open positions</u></p> <p>Nomination/Elections Committee:</p> <p>District II:</p> <p>Medical Advisor:</p> <p>There was discussion as to whether or</p>	<p>Anne Flaten volunteered to fill this committee position. PJ Lane appointed Anne Flaten to Committee.</p> <p>Recommended to contact Thane Mules. His name appeared as a write-in on the ballot. This position is a voting member of the BOD.</p> <p>This is not a voting member of the Board. Any BOD member can suggest an MD to fill this position.</p>	<p>on status of the current members.</p> <p>PJ Lane stated that she would try to contact both Brian and Becky to see if they want to continue.</p> <p>Greg Spindler said he would try to contact Thane Mules to see if he would be interested.</p> <p>PJ Lane will follow up with a possible physician to fill position.</p>
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		not a BOD member can hold 2 voting positions, e.g., District V Rep and Delegate position.		
President-Elect	Cooksey	<ul style="list-style-type: none"> No report 		
Vice President	Spindler	<ul style="list-style-type: none"> Written report submitted <p>Greg Spindler discussed report.</p>		
Secretary	Dunning	<ul style="list-style-type: none"> Written report submitted <p>Marshall Dunning indicated that the minutes of the BOD Meeting held on 3/14/2007 needed to be approved.</p>	<p>A motion was made by Greg Spindler and seconded by Denice Stingl to approve the WSRC BOD Meeting minutes of 3/14/2007 as submitted. Discussion followed.</p> <p>Vote was called and carried: 8 ayes 0 nays</p> <p>It was recommended by Greg Spindler that BOD members submit agenda items at least 2 weeks prior to a BOD meeting. It was also suggested that committee/officer reports be submitted 2 weeks prior to the Meeting as well.</p>	<p>Marshall indicated that he would put together the agenda and try to send it out a week prior to the Meeting.</p>
Treasurer	Laib	<ul style="list-style-type: none"> Written report submitted 		

		<p>Herb Laib discussed report. Herb met with the accountant who suggested that we ‘spend down’ as the retained funds are too high. This could be accomplished by offering scholarships, lowering conference registration fees, etc.</p> <p>Herb submitted a proposed 2007-08 Operating Budget.</p>	<p>Greg Spindler indicated that the annual convention may actually bring in \$30,000. The proposed budget reflects an estimate of \$25,000. Denice Stingl suggested increasing the House of Delegate (HOD) for Q1 and Q3 from \$2,000 to \$3,000. There was also some discussion about increasing the Sputum Bowl Winners category from \$2,000 to \$2,500 for each team.</p> <p>A motion was made by Deb Hendrickson and seconded by Greg Spindler that PJ Lane, Dave Cooksey, and Herb Laib names should be on the bank account. Discussion followed.</p> <p>Vote was called and carried: 8 ayes 0 nays</p>	<p>Herb will make the suggested adjustments on the proposed 2007-08 Operating Budget and place it on the agenda for the next BOD Meeting.</p>
Delegate/ Delegate-Elect	Stingl/ Pupaneck	<ul style="list-style-type: none"> • Written report submitted <p>Bill Pupaneck discussed report. The next House of Delegates meeting is July 16 & 17, 2007. Each resolution was discussed; resolution numbers: 21-</p>	<p>PJ Lane called for a vote in support of all the resolutions.</p>	

		07-01, 32-07-02, 32-07-03, 32-07-04, 34-07-05, 34-07-06, and 29-07-07.		
PACT	Milisch	<ul style="list-style-type: none"> No report 		
District I	Lampro	<ul style="list-style-type: none"> Written report submitted <p>Greg Spindler submitted report in the absence of Ken Lampro.</p>		
District II	Schneider	<ul style="list-style-type: none"> No report 		
District III	Summers	<ul style="list-style-type: none"> No report 		
District IV	Cooksey	<ul style="list-style-type: none"> No report 		
District V	Hendrickson	<ul style="list-style-type: none"> No report <p>Deb Hendrickson highlighted District seminar held on May 3 & 4, 2007.</p>		
District VI	Strelow	<ul style="list-style-type: none"> No report 		
Budget & Audit	Lane/Laib	Herb Laib asked that the WSRC		

		Expense Voucher Report form be completed for this BOD Meeting and attach receipts as necessary.		
Bylaws & Judicial	Milisch	<ul style="list-style-type: none"> No report 		
NRRCC	Spindler	Greg Spindler updated the BOD on the program agenda, speakers, etc. There was discussion about holding the BOD Meeting in conjunction with the Bi-State Convention.	It was decided to hold the BOD Meeting on Tuesday, September 18, 2007 at 6:00 p.m. which is the evening prior to the start of the Convention. A meeting room will be arranged for at the Kalahari Convention Center.	
Education	Bandler	<ul style="list-style-type: none"> Written report submitted 		
Membership	Dittman	<ul style="list-style-type: none"> No report 		
Nominations and Elections		PJ Lane distributed the 2007 election results. Ballots need to be retained for a period of time in case of contestation.	Election results were verified and signed by PJ Lane and Denice Stingl.	PJ Lane will submit election results to the AARC.
Home Care	O'Leary/ Zurawski	<ul style="list-style-type: none"> No report <p>Barb O'Leary discussed S1484 "Home Oxygen Patient Protection Act (Senate side). HR621 is the companion bill on</p>		

		<p>the House of Representatives side. There was discussion about S1428 and HR1845 (DME Access Act) regarding slowing down the competitive bidding process. If there are any questions you can contact either Barb O’Leary or Carol Prothero.</p> <p>Barb indicated that she had submitted an application for a Home Care booth at the Bi-State Meeting.</p>		
Legislative Chair	Prothero	<ul style="list-style-type: none"> • No report 		
Public Relations Web Page	Moeller/ Strike	<ul style="list-style-type: none"> • No report <p>There was discussion regarding a request by the ALA to network with the WSRC. One suggestion was to provide a link on the WSRC website to the ALA.</p> <p>Dave Cooksey volunteered to work on the website and will contact Brian Moeller and Wes Miller. Dave felt the current format of the website was hard to access. He also felt that overall the</p>	<p>A motion was made by Denice Stingl and seconded by Deb Hendrickson that WSRC should enter into a reciprocal agreement with the Wisconsin Lung Association via internet links and educational resources on the WSRC website. Discussion followed.</p> <p>Vote was called and carried: 8 ayes 0 nays</p>	

		<p>website needed to be improved and there is need to remind WSRC members that we have a website.</p> <p>Dave Cooksey also raised awareness that the WSRC newsletter has not been done lately. He indicated that info could be sent to him for inclusion in the newsletter. It was also discussed that perhaps a post card could be sent to WSRC members that the newsletter will be posted on the website.</p> <p>The ALA has approached the WSRC about the possibility of having access to our mailing list. This would be used to notify members of upcoming events.</p>	<p>Greg Spindler made a motion, seconded by Denice Stingl, to allow the ALA of Wisconsin access to the WSRC mailing list provided the WSRC is listed as a co-sponsor of an event. Discussion followed.</p> <p>Vote was called and carried: 8 ayes 0 nays</p>	
Disaster Response and preparedness	Eisner/ Milisch	<p>There was discussion regarding the State of Wisconsin Surge Capacity Plan for Ventilation of Critically Ill Patients. Mary Bandla had some questions regarding the proper forms to complete to sign up for “Train-the-Trainer” and biomedical training.</p>		<p>Dave Cooksey said he would e-mail Mary the proper forms.</p>
New Business		<p>Discussion took place about poster</p>	<p>A motion was made by Denice Stingl and</p>	

		<p>contest to be held at the Bi-State convention.</p> <p>PJ Lane distributed the 2006-2007 BOD member list and asked that each Board member update their info. PJ also discussed the various forms used by the BOD members.</p> <p>There was discussion regarding sending teams, student and practitioner, to the Sputum Bowl.</p> <p>There was a suggestion that mileage allowance be increased in light of the current gas prices for 'visible' (vs teleconference) BOD meetings.</p>	<p>seconded by Greg Spindler to allocate \$1,000 to send winner of poster contest to National convention. Discussion followed. The motion was amended to clarify that it would be the winner of the <u>Bi-State</u> poster contest and the <u>AARC</u> National Convention.</p> <p>Vote was called and carried: 8 ayes 0 nays</p> <p>A motion was made by Greg Spindler (?) and seconded by Denice Stingl to allocate \$2,500 for each team, student and practitioner, to send to the National Sputum Bowl. Discussion followed.</p> <p>Vote was called and carried: 8 ayes 0 nays</p> <p>A motion was made by Denice Stingl and seconded by Deb Hendrickson to increase the mileage rate to 40 cents/mile effective June 7, 2007. Discussion followed.</p> <p>Vote was called and carried: 7 ayes 1 nays</p>	<p>PJ Lane indicated that she would e-mail forms used by the BOD to the members.</p>
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		<p>Discussion regarding the WSRC proposed 2007-08 Budget with changes previously recommended and voted on.</p> <p>The AARC wants to develop a list of consultants for the state BODs to be used in situations where they are struggling with recruitment and retention issues, strategic planning, operational issues, etc. An e-mail from Debbie Fox, Speaker, AARC House of Delegates was distributed in reference to this proposed service.</p> <p>PJ Lane indicated that she had sent an application and has received confirmation from the AARC of our intent to participate in the National Sputum Bowl competition.</p> <p>The BOD election results were discussed.</p>	<p>A motion was made by Greg Spindler and seconded by Dave Cooksey to approve the proposed WSRC 2007-08 Budget. Discussion followed.</p> <p>Vote was called and carried: 8 ayes 0 nays</p> <p>A motion was made by Bill Pupanek and seconded by Greg Spindler to accept the election results:</p> <p>President-Elect: Dave Cooksey Delegate Elect: Deborah Hendrickson Secretary: Marshall Dunning District IV: Maureen Whalen District VI: Kristie DuCharme.</p>	
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			<p>Discussion followed.</p> <p>Vote was called and carried: 8 ayes 0 nays</p>	
Next Meeting		<p>PJ Lane set forth the 2007-2008 BOD Meeting dates and times:</p> <p>August 9, 2007 (teleconference) 8:00 to 10:00 a.m.</p> <p>September 18, 2007 (face-to-face) 6:00 to 7:30 p.m. @ Kalahari</p> <p>November 8, 2007 (teleconference) 8:00 to 10:00 a.m.</p> <p>January 10, 2008 (teleconference) 8:00 to 10:00 a.m.</p> <p>March 13, 2008 (face-to-face) 9:00 a.m. to Noon</p> <p>May 8, 2008 (face-to-face) 9:00 a.m. to Noon</p>		
Meeting adjourned.			<p>A motion was made by Greg Spindler and seconded by Herb Laib to adjourn the BOD Meeting.</p>	

		Meeting was adjourned at 12:05 p.m.	Vote was called and carried: 8 ayes 0 nays	
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Respectfully submitted by,

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