

MD/DC SOCIETY FOR RESPIRATORY CARE
BOARD MEETING
January 24, 2009
9:00 AM
Marriott Hotel Hunt Valley
Hunt Valley, Maryland

PRESENT: `

Matt Davis	President
Ed Garcia	President-Elect
Elgloria Harrison	Secretary
Howard McDonald	Treasurer
Cheri Grottenthaler	Delegate
Carl Voss	Delegate
Jay Fuller	Central/Western Chapter
Susan Lockwood	Capital/Southern Chapter
Joann Mills	Eastern Chapter
Maryann Hiteshew	City Chapter

Committee:	
Michael Hewitt	Legislative
Virginia Forster	Membership

Absent:

Don Steinert	Past President
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Raime Rhoda
Barb Schenk

Northern Chapter
Director at Large

Call to Order	Meeting called to order by Matt Davis, President at 9:30 AM. It was pointed out that all meeting will be conducted using the modified Robert's Rule of Order.	None.
Roll Call	Secretary call the roll- 10 members present; there was a quorum	None.
Approval of Minutes	Minutes from December 5, 2008 were reviewed and approved with a one correction; put another "t" in Cheri Grottenthaler name. A motion was made by Jay and seconded by Susan to approve the minutes with the one correction. There was no discussion. Motion-Passed	Motion will be placed in the Secretary book-coded with a number.
President's report Regina Hamm Accountant's report	Matt indicated the agenda will be re-arranged to allow Regina Hamm to present the budget and following her presentation will return to the agenda as written. the MDDC Society for Respiratory Care. Regina cautioned the board that the economy has made an impact on the MD/DC Society and that as we prepare for 2009 budget that we should be careful of our expenditures. At this point, it does not matter where the society money is invested as all of the financial vehicles are not doing well. Consideration should be given to whether to keep money in the Orion Fund-as this fund is performing the worst at this	

	<p>time.</p> <p>Regina and Tammy will send us a revised copy of the budget for review as she recognized that she did not have the updated version of the budget during this presentation. This will be sent to Elgloria, the secretary, to be distributed to the board members.</p> <p>A few items that were discussed that Regina needed clarification: they are:</p> <ol style="list-style-type: none">1. AARC revenue sharing appears to be down by \$1900; however, we are expecting one more revenue sharing check which should balance this line item. We should expect about the same in 2009 as in 2008.2. CBS revenue was down by \$15,0003. Board Liability insurance was paid in Jan 07 for 2007 And Dec 07 for 2008. This will be a line item in 2009.4. The cost to PayPal to cover the cost of the stethoscope and the taxes has been increased to \$78 to cover the surcharge- \$75 for the item and \$3 for the surcharge.5. Line item 3000 will change name to member income instead of new member income.6. Under National convention- this category should reflect the National convention and the Summer forum. It should	<p>Tammy to forward Elgloria the revised budget and Elgloria to assure that each Board member get a copy of the budget and prepare to e-vote on the budget shortly thereafter.</p> <p>Budget cannot be ratified until week of February 2, 2009.</p>
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<p>President's report continues</p> <p>President's Goals 2009</p>	<p>also include the Leadership Meeting for the President-elect.</p> <p>Each member of the delegation will get \$1500 to attend these meetings.</p> <p>7. There is an increase in \$1500 for the webpage maintenance. This is a one time fee to purchase an e-commerce bundle package. This would allow the processing of orders on the webpage to be tracked start to finish.</p> <p>Matt presented his 2009 goals. There are 10 goals that he believes can be accomplished during this 2009 term. They are:</p> <p>1. Increase membership to 1000, currently there are 872 members. This would be an increase of 128 new members.</p> <p>Carl Voss reports that PA has been very successful increasing their membership. Tom Lamphere was responsible for this increase by selling the PA Respiratory therapist on PA rather than on just being a member of the AARC. PA society felt that members could not relate to the AARC; however, when becoming a part of the local chapter had personal appeal then the member was more likely to join. For example, they sell their members on things that are fun in PA, like discounted tickets to plays, baseball, amusement parks, etc. They like other society purchase the AARC discounted membership, but they link buying the membership to a PA perk. These successful membership drives have allowed Tom Lamphere to be hired as PA</p>	<p>Carl indicated that MD/DC can do the same but need a commitment from BOD members to help get this off the ground. This effort requires more than one person to be successful. The society should be looking at best practices.</p> <p>Virginia and Elgloria have agreed to work with Carl. Carl indicated that we will do a teleconference soon to get started.</p>
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	<p>executive director-where his salary is dependent on him pushing membership.</p> <p>2. Establishment of a Respiratory Care Foundation (Charitable Foundation). This would allow anyone who gives a charitable donation to the MD/DC Society to write this off on their taxes. There is evidence that the process of establishing a Foundation is a lofty goal; however, the outcome to this goal would enhance the Society in a number of ways.</p> <p>3. AARC Disaster Relief Fund-The Society is to establish an annual contribution to this fund.</p> <p>A motion was made by Jay Fuller and Second by Susan Lockwood of the following</p> <p>That the AARC Disaster Relief Fund become a permanent budget item to make annual contribution to this fund.</p> <p>Motion-Passed</p> <p>4. Student Scholarship Program-need written guidelines as to how student scholarships are awarded. Tom Striplin was able to pull up the MD/DC Society webpage where the guidelines have been posted. The scholarship has been processed by Robert Joyner; however, the procedure is in need of review.</p> <p>Elgloria agreed to review the document and make</p>	<p>Matt to create an ad hoc committee to study the feasibility of this item.</p> <p>Motion will be placed in the Secretary book-coded with a number.</p>
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	<p>recommendations at the next board meeting.</p> <p>5. Adult Sputum Bowl Team – consider creating an all adult sputum bowl team that will compete at CBS and possibly represent MD/DC at the National convention. Tom indicated that CBS committee members are reviewing the Sputum bowl and looking at ways of changing the timing of the sputum bowl for the students. In this review, they will take a look at the feasibility of offering an Adult Team Sputum bowl and when and how it would be done.</p> <p>6. Establish a DC Chapter Representative- this goal is to assure that no matter what there will always be a DC representative on the board. This would have to be a Respiratory therapist that either live or practice in the District of Columbia.</p> <p>7. Polysomnography profession- that the MD/DC Society would work with the sleep community to assure that those members of the sleep community who provide BIPAP and CPAP services are qualified, thus assuring patient safety.</p> <p>8. Combine all web sales into one accessible e-commerce cart. As we increase the number of items that are being sold through the MD/DC Society web-based store, it is imperative that there is a transparent shopping experience to the customer.</p> <p>9. Consider the establishment of yearly recognition awards for practitioners. This is a way of recognizing practitioners in the community, which would future, bring recognition to</p>	<p>Elgloria to review the scholarship process and make recommendations. Tom Striplin and the CBS committee will work out the details and present to the BOD at a future meeting.</p> <p>There is a separate discussion of this topic.</p> <p>Tom to purchase an e-commerce web bundle to enhance the Society website capabilities.</p>
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<p>2009 Committees</p>	<p>the society as a whole.</p> <p>10. Additional Goals- should members of the Society or the BOD members have other ideas at some later date that would benefit the membership, the BOD would address these goals at this time.</p> <p>A motion was made by Joann Mills and seconded by Susan Lockwood to approve the President’s goals for 2009. Discussion occurred as written under the goal. Motion-Passed.</p> <table border="0"> <tr> <td data-bbox="548 716 945 789"> <p>Bylaws Chair-Virginia Forster</p> </td> <td data-bbox="945 716 1358 789"> <p>Education Chair-Robert Joyner</p> </td> </tr> <tr> <td data-bbox="548 829 945 1049"> <p>Legislative Action Chair- Michael Hewitt Matt Davis Howard McDonald Rob Smith Virginia Forster</p> </td> <td data-bbox="945 829 1358 1049"> <p>Membership Chair-Carl Voss Jay Fuller Howard McDonald Matt Davis All Chapter Representatives</p> </td> </tr> <tr> <td data-bbox="548 1081 945 1154"> <p>Nominations Barb Schenk</p> </td> <td data-bbox="945 1081 1358 1154"> <p>Elections Jeanette Harvin Tom Striplin</p> </td> </tr> <tr> <td data-bbox="548 1227 945 1341"> <p>Publications Chair-Tom Striplin Bob Teller</p> </td> <td data-bbox="945 1227 1358 1341"> <p>Public Relations Chair-Carl Voss Chapter Representatives Teri Beck</p> </td> </tr> </table>	<p>Bylaws Chair-Virginia Forster</p>	<p>Education Chair-Robert Joyner</p>	<p>Legislative Action Chair- Michael Hewitt Matt Davis Howard McDonald Rob Smith Virginia Forster</p>	<p>Membership Chair-Carl Voss Jay Fuller Howard McDonald Matt Davis All Chapter Representatives</p>	<p>Nominations Barb Schenk</p>	<p>Elections Jeanette Harvin Tom Striplin</p>	<p>Publications Chair-Tom Striplin Bob Teller</p>	<p>Public Relations Chair-Carl Voss Chapter Representatives Teri Beck</p>	<p>Motion will be placed in the Secretary book-coded with a number.</p>
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<p>Ratify Election/destroy ballots</p>	<p>Dorsey Hiteshew Elgloria Harrison Virginia Forster Ed Garcia</p> <p>CBS Co-Chair Joe Lynott Co-Chair Tom Striplin</p> <p>DC/Metro Directors Chair-Jeanette Harvin Susan Lockwood Elgloria Harrison</p> <p>PACT Sue Lockwood Chair Jeanette Harvin Jay Fuller Elgloria Harrison Mike Hewitt</p> <p>A motion made by Jay Fuller and seconded by Joann Mills to approve the 2009 MD/DC committees. Motion-Pass</p> <p>A motion was made by Cheri Grottenthaler and seconded by</p>	<p>Leadership Conference Barb Schenk Virginia Forster Matt Davis Howard McDonald Cheri Grottenthaler</p> <p>MD Directors Co-Chair Cheri Grottenthaler Co-Chair Virginia Forster Sandy Thomas Jeff Ford</p> <p>Golf Conference Howard McDonald Matt Davis Randy Wilkerson</p> <p>Motion will be placed in the Secretary book-coded with a number.</p> <p>Motion will be placed in the Secretary</p>
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<p>Polysomnography Bill/Legislative Action 2009</p> <p>Lobbyist</p>	<p>Susan Lockwood that Jeanette Harvin should hold the election ballots for a period of 30 days and then destroy the ballots. Motion passed Matt has established the Legislative team as the following: Michael Hewitt-Chair Virginia Forster, Matt Davis members Alexander and Cleaver Lobbyist.</p> <p>The Lobbying contract was signed in 2008 with Alexander and Cleaver Group. Lorenzo Bellamy, Robin Shavitz and Kenny Battle are our registered Lobbyist with the state of Maryland. The question remains as their role- monitoring legislation vs. actual Lobbying.</p> <p>This BOD does not have an official copy of this contract for the file. We will need to get the contract from either Don Steinert or Lorenzo Bellamy to determine the extent of the work that Alexander and Cleaver is providing the MD/DC Society.</p>	<p>book-coded with a number.</p> <p>Elgloria Harrison to contact Jeanette Harvin regarding this motion.</p>
<p>Polysom Bill</p>	<p>A brief review of the recent history of the Polysom Bill. The Polysom bill was passed in 2009 and in this bill it required those performing sleep studies to have completed school and pass the RPGST exam by 2009. It also required that additional schools that are CAHEAP approved be established. As of Jan 2009 it appears that many of the requirements have not been fulfilled and thus the Sleep</p>	<p>Elgloria Harrison to get the contract for the Society records and make available to the BOD for review.</p>

	<p>community has asked for an extension to 2012 in order to meet the requirements of the law.</p> <p>It is not known how many sleep techs are in the state of Maryland or how many will be affected if the law stays as described and becomes effective October 2009.</p> <p>The Legislative committee asked for guidance from the BOD as to how they should proceed.</p> <p>Matt and Virginia met with Delegate Benson recently and they did not get a very favorable impression from her; however, she did agree that the Sleep community would at some point be regulated, as to when that remains to be seen.</p> <p>Matt made a motion that:</p> <p>The legislative committee proposes to OPPOSE the blanket extension to 2012; however, they would be willing to come up with some reasonable compromise that would facilitate patient safety in the interim. The motion was seconded by Howard McDonald. Majority in favor, none opposed, Elgloria Harrison, abstained.</p>	<p>Motion will be placed in the Secretary book-coded with a number.</p>
<p>Conference by the Sea</p>	<p>Tom Striplin reports that members of the CBS met at the Installation Dinner Friday night to discuss the CBS. It is scheduled to be held September 16, 17, 18, and 2009.</p> <p>Currently, we are looking for speakers and solicit input from</p>	

<p>MD/DC online store</p>	<p>the board as to names of speakers that would add value to CBS. Carl and others recommended using local speakers- which would minimize our cost.</p> <p>A recommendation was made to advertise for speakers in the MD/DC Exchange. The program committee would choose speakers for the final program.</p> <p>The sputum bowl will be restructured to include an Adult team and a Student team.</p> <p>A golf tournament is anticipated this year. It will be held the day before the conference. The funds from the golf tournament will go to student scholarships.</p> <p>The Silent Auction continues to grow- it took in a little over \$1700 at 2008 CBS. The committee will be soliciting items for the silent auction.</p> <p>CBS will consider a Luau at the back of the hotel instead of the welcome party at Secrets. The details to be work out.</p> <p>Tom indicates that the website for MDDC store is being re-vamped. The site could be used to sell CEUs.</p>	
<p>Delegate's Report</p>	<p>Cheri Grottenthaler and Carl Voss present the delegate's report. See copy of their written report. Some highlights from their report include the following:</p>	<p>None.</p>

	<ol style="list-style-type: none"> 1. MDCC members as reported by the AARC is 872 2. AARC membership-As of November 2008, there are 48,000 members which was 2000 greater than last summer. 3. There has been increased use of the automated system. The AARC has generated 18,500 CRCE on-lines 4. Asthma Certification Prep Course will be on-line beginning 2009. There will no longer be an in person Asthma Certificate Prep course. 5. AARC will be conducting another HR Survey in 2009. 6. AARC will be offering free "Ethics" course to all members. 7. AARC web cast programs will have unlimited seats for participants. 	
Leadership Conference	<p>Virginia reports that the Leadership conference will be held Thursday, April 23, 2009 at Boumi Temple in Baltimore, MD from 7:30am to 4:00pm. 5 CEU projected to be awarded.</p> <p>Tom will be working with Virginia to create the brochure. At present the projected budget is Cost: \$2360</p> <p>The fee will be: Members: \$30 Student members: \$20 Non members: \$45</p> <p>In the future the leadership conference's goal is to have the conference totally sponsored so that it is free to all potential new leaders in the Society.</p>	
New Business	As of this year all Board of Directors Minute, Resolutions and Motion will be handled electronically and placed on the	Elgloria will contact Tom to help set this up.

	<p>webpage. Elgloria will get the Motion/Resolution book from Brenda and will place all motions/resolutions on the web. The minutes will also be placed on the web; however, financial information will not be placed on the web. At the end of this year an annual summary of the MD/DC activities will be placed on the web for review by our constituents.</p>	
Legislative Action	<p>Michael Hewitt reports that Friday March 27 and Saturday March 28, 2009 his hospital will be hosting the Mobile Spirometry Unit with the COPD foundation.</p>	None.
Capital/Southern Chapter	<p>Susan Lockwood indicates that she will submit the registration for the PACT to Cheryl West.</p>	None.
Adjourn	<p>Meeting of the MDDC Society for Respiratory Care was adjourned at 1:00pm. Next meeting schedule for Thursday March 12, 2009 at 11:30am place TO BE ANNOUNCED.</p>	None.

Respectfully submitted,
Elgloria Harrison

President, 2009
Matt Davis