

**AMERICAN ASSOCIATION FOR RESPIRATORY CARE**  
**Board of Directors Meeting**  
Friday, July 17, 2020

**Minutes**

**Attendance**

Karen Schell, DHSc, RRT-NPS, RRT-SDS, RPFT, RPSGT, AE-C, CTTS, President  
Brian Walsh, PhD, RRT-NPS, RRT-ACCS, AE-C, RPFT, FAARC, Past President  
Sheri Tooley, BSRT, RRT-NPS, CPFT, AE-C, FAARC, President-Elect  
Jakki Grimball, MA, RRT, AE-C, FAARC, VP External Affairs  
Cheryl Hoerr, MBA, RRT, CPFT, FAARC, VP Internal Affairs  
Lynda Goodfellow, EdD, RRT, FAARC, Secretary/Treasurer  
Kim Bennion, MSHs, RRT, CHC  
Dana Evans, MHA, RRT-NPS, FAARC  
Carl Hinkson, MS, RRT-NPS, FAARC  
Raymond Pisani, BS, RRT-NPS, RRT-ACCS, FAARC  
Aaron Light, DHSc, RRT-ACCS, FAARC  
Bradley Kuch, MHA, RRT, RRT-NPS, FAARC  
Kerry McNiven, MS, RRT, FAARC  
John Lindsey, Jr., MEd, RRT-NPS, FAARC  
Timothy Op't Holt, EdD, RRT, AE-C, FAARC  
Lisa Trujillo, DHSc, RRT, FAARC  
Kari Woodruff, BSRC, RRT-NPS, FAARC

**Consultants**

Ellen Becker, PhD, RRT-NPS, FAARC, Parliamentarian  
Dianne Lewis, MS, RRT, FAARC, President's Council President,  
Peter J. Papadakos, MD, FCCM, FAARC

**House of Delegates Officers**

Teri Miller M.Ed., RRT, Speaker of the House  
Joseph Goss, MSJ, RRT, RRT-NPS, AE-C, FAARC, Speaker-Elect  
Keith Siegel, MBA, RRT, CPFT, FAARC, Past Speaker  
Jodi Jaeger, BS, RRT, RRT-NPS, Secretary  
Jennifer Anderson, RRT, RRT-NPS, FAARC, Treasurer

**Staff**

Tom Kallstrom, MBA, RRT, FAARC, Executive Director  
Tim Myers, MBA, RRT-NPS, FAARC, Chief Business Officer  
Doug Laher, MBA, RRT, FAARC, Associate Executive Director  
Shawna Strickland, PhD, CAE, RRT-NPS, RRT-ACCS, AE-C, FAARC, Associate Executive Director  
Anne Marie Hummel, Associate Executive Director  
Jena Weeter, Executive Assistant to Executive Director

**Guests**

John Wilgis  
Michael Madison

## **CALL TO ORDER**

President Karen Schell called the meeting of the AARC Board of Directors to order at 8:30 a.m. CST.

Secretary/Treasurer Lynda Goodfellow called the roll and declared a quorum.

## **DISCLOSURE**

President Schell reminded members of the importance of disclosure and potential for conflict of interest and inquired if anyone had any new potential COI's to report. No one had anything new to report.

## **APPROVAL OF MINUTES**

Lynda Goodfellow moved to approve the minutes of the March 22, 2020 meeting of the AARC Board of Directors.

Sheri Tooley moved to amend the minutes to reflect that she was now President-Elect and Jakki Grimball is the VP of External Affairs

***Motion carried***

## **GENERAL ANNOUNCEMENT**

President Schell made special announcement in order to recognize the AARC Executive office as well as some of the staff for some local recognition they received from the the Dallas Fort Worth Association Executives (DFWAE).

- **Distinguished Association of the Year** -- American Association of Respiratory Care
- **CAE of the Year** -- Asha Desai, CAE - American Association of Respiratory Care
- **Wayne James Award** -- Shawna Strickland, CAE - American Association of Respiratory Care
- **DFWAE President's Award** (2020 Association Day Committee) -- Amanda Feil, CAE - American Association of Respiratory Care

## **PRESENTATION:NBRC**

Lori Tinkler, Executive Director and Kathy Fedor, President, gave an overview of their submitted report.

## **RATIFICATION OF E-VOTES**

Lynda Goodfellow presented **E-vote 20-2-1.1** which was a final listing of the award nominees that the BOD will be putting forth for selection. Brain Walsh moved to ratify the E-Vote.

### **Final Award Nominees**

#### **Honorary Member**

Anne Marie Hummel

#### **Life Member**

Jim Lanoha

#### **Legends of Respiratory Care**

Burt Bunnell

Neil MacIntyre

Alvin Barach

Robert Kacmarek

#### **Forrest M. Bird Lifetime Scientific Achievement Award**

Rob DiBlasi

#### **Charles H. Hudson Award for Cardiopulmonary Public Health**

Dr. Anthony Fauci

#### **Mitchell A. Baran Clinical Excellence in Aerosol and Airway Clearance Therapies**

Julie Jackson

#### **Mike West, MBA, RRT Patient Education**

Mike Shoemaker

***Motion Carried***

**Executive Committee**

Lynda Goodfellow presented **E-Vote 20-2-11.1** “The AARC Executive Committee recommends that the AARC honor the service of fallen RT AARC members who have lost their lives while serving Covid-19 patients during the coronavirus pandemic. The RT Heroes' family can receive from the Disaster Relief Fund \$500 per family, up to a limit of \$20,000.00 from the fund.”

Brian Walsh moved to ratify the E-motion

Brian Walsh made a friendly amendment to remove “AARC members” and add “students” to the recommendation.

***Motion Carried***

**PRESENTATION: CoARC**

CoARC Representatives Pat Munzer and Tom Smalling presented the CoARC report and answered questions from the AARC Board of Directors.

**CONSENT AGENDA**

Sheri Tooley made a motion to suspend the rules and allow a consent agenda.

***Motion carried***

President Schell asked Board members if they wish to move any consent agenda items to the regular agenda for further discussion.

President Schell granted that the Neonatal-Pediatrics Section, BOMA, Ambulatory and Post-Acute Care, NAAHP, Elections Committee, Bylaws, and Vision Grant Committee reports would be removed from the Consent Agenda.

Sheri Tooley moved to accept the Consent Agenda as modified.

***Motion carried***

**PULLED CONSENT AGENDA REPORTS**

**STANDING COMMITTEE REPORTS**

**Bylaws Committee:**

Sheri Tooley moved to accept **Recommendation 20-2-9.1** “That the AARC Board of Directors find that the Wyoming Society for Respiratory Care Bylaws are not in conflict with the AARC Bylaws. (See attachment “Wyoming-AARC Chartered Affiliate Review 2.20.20” & Cover Letter)

***Motion carried***

**Vision Grant Committee:**

Georg Sergakis introduced **Recommendation 20-2-22.1** “The committee requests time for discussion at the BOD regarding the deadline and revision of the Vision Grant call for proposals to accommodate research related to recent COVID-19 pandemic.”

***Recommendation withdrawn with a directive from President Schell that the committee determine a date***

### **PRESENTATION: MERRILL LYNCH**

Nancy Bello and John Barrett with Merrill Lynch gave an overview of the Investment Report and the current state of the market in these current upset conditions.

### **RECESS**

President Schell called a recess of the AARC Board of Directors meeting at 10:20a.m. CST.

### **RECONVENE**

President Schell reconvened the meeting of the AARC Board of Directors at 10:30a.m. CST.

### **PRESENTATION: CRD ASSOCIATES**

Erika Miller and Stefani Rinehart gave an overview of the Congressional-related updates and initiatives.

### **PULLED CONSENT AGENDA REPORTS**

#### **SPECIALTY SECTION**

##### **Neonatal Pediatrics:**

Jakki Grimball introduced **Recommendation 20-2-56.1** “That the AARC consider adding a professional CV as part of the nomination submission process for Specialty Practitioner of the Year Award.”

*Motion Withdrawn*

##### **Ambulatory and Post-Acute Care:**

Jakki Grimball moved to accept **Recommendation 20-2-57.1** “Create an AARC podcast series that reviews and discusses the content included in section newsletters, this could be a review/discussion facilitated by the section chair and an AARC executive?”

*Referred to the Executive Office*

*Motion Carried*

### **ORGANIZATIONAL REPRESENTATIVES**

#### **NAAHP:**

Jakki Grimball moved to accept **Recommendation 20-2-7.1** “It is my recommendation as the special representative to this organization is to let our membership expire and put our resources into recruitment elsewhere.”

*Motion carried*

### **GENERAL**

#### **BOMA:**

Sheri Tooley moved to accept **Recommendation 20-2-7.1** “The Board of Medical Advisors recommends that the AARC’s Board of Directors replace the 2 physician representative spots for the National Association for Medical Directors of Respiratory Care (NAMDRRC) with one representative from the American College of Emergency Physicians (ACEP) and the American Association for Bronchology and Interventional Pulmonology (AABIP).”

*Motion carried*

Peter Papadacos gave a brief update on BOMA and their activities in the past few months.

**Executive Committee:**

Lynda Goodfellow moved to accept **Floor Motion 20-2-11.2** “The Executive Committee recommends that the AARC BOD approve \$50,000 for the collaborative of the AARC, COARC, and NBRC for the Public Relations campaign as presented by Carol Dobies to promote respiratory therapy. A business plan should be presented to the BOD no later than August 1, 2020.”

*Motion tabled*

**RECESS**

President Schell called a recess of the AARC Board of Directors meeting at 11:45a.m. CST.

**RECONVENE**

President Schell reconvened the meeting of the AARC Board of Directors at 1:00p.m. CST.

**Executive Committee (Continued):**

Further discussion was conducted regarding **Floor Motion 20-2-11.2**.

Chief Business officer, Tim Myers, made a point of order that this recommendation could not be brought forth until it was untabled and presented to the Finance Committee per policy for a recommendation due to it requesting a large unbudgeted amount of money.

**RECESS**

President Schell called a recess of the AARC Board of Directors meeting at 1:40p.m. CST.

**RECONVENE**

President Schell reconvened the meeting of the AARC Board of Directors at 1:50p.m. CST.

**Executive Committee (Continued):**

Sheri Tooley made a motion to take **Floor Motion 20-2-11.2** off the table.

*Motion carried*

Lynda Goodfellow made a motion to withdraw **Floor Motion 20-2-11.2**

*Motion carried*

**GENERAL REPORTS CONTINUED**

**Executive Office**

Tom Kallstrom and Tim Myers gave highlights of the written submitted report. Tom addressed several questions that were asked by meeting participants.

**Break-Out Session Overview**

President Schell and Brian Walsh gave a brief overview of the group activity that she had planned for the Board Members to participate in on the following day. It was mentioned that Strategic Planning Committee would be spearheading this activity.

**RECESS**

President Schell called a recess of the AARC Board of Directors meeting at 2:44p.m. CST.

**RECONVENE**

President Schell reconvened the meeting of the AARC Board of Directors at 2:59p.m. CST.

## **GENERAL REPORTS CONTINUED**

### **Past President**

Past President Brian Walsh had nothing to report.

### **Advocacy and Government Affairs**

Anne Marie Hummel had nothing further to report.

### **House of Delegates**

House of Delegates Chair, Teri Miller, expressed that she was extremely pleased with their virtual meeting and expressed her appreciation to everyone for their participation and support. She made mention that the HOD will be focusing on process improvement and metrics in the upcoming months.

### **President's Council**

Dianne Lewis had nothing further to report.

Jakki Grimball moved to accept the Standing Committee reports as presented.

*Motion Carried*

Lynda Goodfellow moved to accept the Special Committee Reports as presented.

*Motion Carried*

Sheri Tooley moved to accept the Specialty Section reports as presented.

*Motion Carried*

Jakki Grimball moved to accept the Organization Representative's reports as presented.

*Motion Carried*

Sheri Tooley moved to accept the Other reports as presented.

*Motion Carried*

## **OPEN REFERRALS**

Various individuals provided verbal updates on the open referrals.

## **GENERAL REPORTS**

### **President**

President Schell gave highlights of her submitted report and included updates.

Brian Walsh moved to accept the General Reports as presented.

*Motion Carried*

## **HOD RESOLUTIONS**

There were no HOD resolutions to present to the BOD at this time.

**OLD BUSINESS**

Various topics were highlighted and revisited from past meetings.

**MOTION TO RECESS**

Sheri Tooley made a motion to recess for the day at 3:53p.m. CST

Meeting minutes approved by AARC Board of Directors as attested to by:

\_\_\_\_\_  
Lynda Goodfellow  
AARC Secretary/Treasurer

\_\_\_\_\_  
Date

**AMERICAN ASSOCIATION FOR RESPIRATORY CARE**  
**Board of Directors Meeting**  
Saturday, July 17, 2020

**Minutes**

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Sheri Tooley, BSRT, RRT-NPS, CPFT, AE-C, FAARC, President-Elect  
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Cheryl Hoerr, MBA, RRT, CPFT, FAARC, VP Internal Affairs  
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Kim Bennion, MsHs, RRT, CHC  
Dana Evans, MHA, RRT-NPS, FAARC  
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Doug Laher, MBA, RRT, FAARC, Associate Executive Director  
Shawna Strickland, PhD, CAE, RRT-NPS, RRT-ACCS, AE-C, FAARC, Associate Executive Director  
Anne Marie Hummel, Associate Executive Director  
Jena Weeter, Executive Assistant to Executive Director

**Abesent**

Peter J. Papadakos, MD, FCCM, FAARC

**Guests**



John Wilgis

**CALL TO ORDER**

President Karen Schell called the meeting of the AARC Board of Directors to order at 9:00 a.m. CST.

Secretary/Treasurer Lynda Goodfellow called the roll and declared a quorum.

**EXECUTIVE SESSION**

President Schell called an Executive Session at 9:03a.m CST. All staff members from the Executive Office were asked to leave the meeting. The House of Delegates officers were asked to stay for the Executive Session.

Executive Session ended at 10:25a.m. CST.

**RECESS**

President Schell called a recess of the AARC Board of Directors meeting at 10:25a.m. CST.

**RECONVENE**

President Schell reconvened the meeting of the AARC Board of Directors at 10:45a.m CST.

**OUTCOMES BREAK-OUT SESSIONS**

Pre-assigned groups were broken out to collaborate and brainstorm on objectives at 10:55a.m. CST.

The board reunited at 11:53a.m.

**RECESS**

President Schell called a recess of the AARC Board of Directors meeting at 11:56 a.m. CST.

**RECONVENE**

President Schell reconvened the meeting of the AARC Board of Directors at 1:00 p.m. CST.

**OUTCOMES BREAK-OUT SESSIONS**

Each group gave a brief summary of the key objectives they came up with during their group sessions. President Schell informed the board that the results would be posted on the AARC Connect website.

**NEW BUSINESS**

Kim Bennion gave a brief overview of an article draft she wanted to call attention to called “Value Propositions” that she would appreciate the board to review and provide feedback.

Cheryl Hoerr moved to recommend **FM 20-2-11.3** “That the AARC develop a repository of PTSD resources that can be accessed by interested respiratory therapists.”

***Motion carried***

Sheri Tooley made a motion to ratify a recommendation from the Executive Committee, that the 2020 Summer Forum be rebooked in 2024 in Snowbird, Utah.

***Motion carried***

Sheri Tooley made a motion to recommend **FM 20-2-15.2**, that the 2020 Winter Congress be rebooked in 2024 in Orlando, Florida.

***Motion carried***

Lynda Goodfellow moved to recommend **FM 20-2-11.4** “That a committee be formed that would review the AARC Policy and Procedures and ensure they are aligned with the Horizon Goals.”

***Motion carried***

Tim Op’t Holt made a motion to accept **FM 20-2-11.5** “The AARC partners with the NBRC and The CoARC to develop a marketing plan with Dobies Health Marketing, to promote the respiratory therapist profession and commit \$50,000 on July 23, 2020 pending an acceptable contract.”

Dana Evans made a friendly amendment to **FM 20-2-11.5** to add “as determined by the AARC legal counsel and the Board of Directors”

***Motion defeated***

Kari Woodruff made a friendly to **FM 20-2-11.5** to add “as determined by the legal counsel’ at the end of the motion.

***Motion Carried***

### **POLICY REVIEW**

Sheri Tooley moved to accept the new policy, BOD.031-Relief for loss of life due to COVID, with the changes as presented.

***Motion Carried***

### **Treasurers Motion**

Lynda Goodfellow moved “That expenses incurred by the Executive Committee at this meeting be reimbursed according to AARC policy.”

***Motion Carried***

### **REVIEW OF ACTION ITEMS**

Lynda Goodfellow reviewed action items from the past 2 days.

### **MOTION TO ADJOURN**

Lynda Goodfellow moved “To adjourn the meeting of the AARC Board of Directors.”

***Motion Carried***

### **ADJOURNMENT**

President Schell adjourned the meeting of the AARC Board of Directors at 3:24p.m. CST

Meeting minutes approved by AARC Board of Directors as attested to by:

\_\_\_\_\_  
Lynda Goodfellow  
AARC Secretary/Treasurer

\_\_\_\_\_  
Date

**Attachments “A”**

Attachment A- Policy BOD.031-Relief for loss of life due to COVID

# American Association for Respiratory Care Policy Statement

Page 1 of 2  
Policy No.:BOD.XX

SECTION: Board of Directors

SUBJECT: **AARC Relief for Loss of  
Life Related to COVID**

EFFECTIVE DATE:

DATE REVIEWED: June 2020

DATE REVISED: June 2020

REFERENCES:

**Policy Statement:** The AARC President may activate the COVID Loss Fund for families of Respiratory Therapists who fell ill treating COVID patients and succumbed to the disease.

## **Policy Amplification:**

1. The AARC Executive Office will develop an informational reporting form to be placed on the AARC website.
  - a. Availability of form will be publicized to HOD/President list serve and on AARC website.
  - b. Form will include information to the Executive office on the individual who passed, any details linking cause of death to COVID in the line of duty, date of death, place of employment, manager/director, responsible next of kin contact, link to obituary (when available).
  - c. Forms to be accepted up to one year past date of death, pending available funds.
2. The AARC Executive Office will communicate to the AARC President and review the request for activation of the fund.
3. The Application review process will be conducted as follows:
  - a. Therapists who are licensed (except state of Alaska) and students active in the profession who were managing patients at the time of death will be considered.
  - b. The family member or manager/director or state society President must complete an online informational form for assistance.
  - c. Upon receipt of form, the AARC Executive Office will verify COVID related death and confirm responsible next of kin.

4. Level of grant support will be \$500 for all candidates.
5. Recipients will also receive recognition from the AARC. The AARC will petition the ARCF to donate a brick in the virtual museum for the individual. Family or employer will provide a memorial statement for the brick.

DEFINITIONS:

ATTACHMENTS: