

AMERICAN ASSOCIATION FOR RESPIRATORY CARE

Board of Directors Meeting

December 7, 2014 • Las Vegas, NV

Minutes

Attendance

George Gaebler, MEd, RRT, FAARC, President
Frank Salvatore, MBA, RRT, FAARC, President-elect
Karen Stewart, MSc, RRT, FAARC, Past-President
Colleen Schabacker, BA, RRT, FAARC, VP External Affairs
Brian Walsh, MBA, RRT-NPS, RPFT, FAARC, VP Internal Affairs
Linda Van Scoder, EdD, RRT, FAARC, Secretary/Treasurer
Bill Cohagen, BA, RRT, RCP, FAARC
Lynda Goodfellow, EdD, RRT, FAARC
Bill Lamb, BS, RRT, CPFT, FAARC
Natalie Napolitano, MPH, RRT-NPS, FAARC
Karen Schell, DHSc, RRT-NPS, RPFT, RPSGT, AE-C, CTTS
Kim Wiles, BS, RRT, CPFT
Keith Lamb, RRT
Doug McIntyre, MS, RRT, FAARC
Sheri Tooley, BSRT, RRT-NPS, CPFT, AE-C, FAARC
Cynthia White, MSc, RRT-NPS, FAARC
Gary Wickman, BA, RRT, FAARC

Consultants

Mike Runge, BS, RRT, FAARC Parliamentarian
Dianne Lewis, MS, RRT, FAARC, President's Council President
Peter Papadakos, MD, BOMA Chair
John Steinmetz, MBA, RRT, Past Speaker
Ellen Becker, PhD, RRT-NPS, FAARC (sitting in for Joe Sorbello)

Excused

Joe Sorbello, MEd, RRT

Staff

Tom Kallstrom, MBA, RRT, FAARC, Executive Director/CEO
Doug Laher, MBA, RRT, FAARC, Associate Executive Director
Tim Myers, MBA, RRT-NPS, FAARC, Associate Executive Director
Steve Nelson, MS, RRT, FAARC, Associate Executive Director
Shawna Strickland, PhD, RRT-NPS, AE-C, FAARC, Associate Executive Director
Cheryl West, MHA, Director of Government Affairs
Anne Marie Hummel, Regulatory Affairs Director
Kris Kuykendall, Executive Administrative Assistant

CALL TO ORDER

President George Gaebler called the meeting of the AARC Board of Directors to order at 8:11am PST, Sunday, December 7, 2014. Secretary/Treasurer Linda Van Scoder called the roll and declared a quorum.

DISCLOSURE

President George Gaebler reminded members of the importance of disclosure and potential for conflict of interest.

WELCOME AND INTRODUCTIONS

Members introduced themselves and stated their disclosures as follows:

Lynda Goodfellow – NACEB Board member CoBGRTE Consortium member
Ellen Becker – CoBGRTE member, Board member for Association for Asthma
Educators, Board member for Chicago Asthma
Bill Lamb – Ohio Medical, Advisory Committees Univ of Missouri, St. Louis
Community College
Gary Wickman - CoBGRTE
Sheri Tooley – Chair Advisory Committee Genesee Community College
Kim Wiles – Member of Advisory Board for IUP West School of Respiratory Care
Cyndi White – Vapotherm Advisory Board, Aerogen key opinion leader, speaker for
Aerogen and Philips
Brian Walsh – Aerogen, Draeger, Maquet, NIH, Vapotherm
Natalie Napolitano – Aerogen, Nihon-Kohden, Draeger
Keith Lamb – Masimo, GE, Sunovian
Karen Schell – Member of FDA Pulmonary Advisory Committee
Linda Van Scoder – Member of Indiana Society for Respiratory Care, CoBGRTE

APPROVAL OF MINUTES

Colleen Schabacker moved “To approve the minutes of the July 18, 2014 meeting of the AARC Board of Directors.”

Motion carried

Lynda Goodfellow moved “To approve the minutes of the July 19, 2014 meeting of the AARC Board of Directors.”

Motion carried

E-MOTION ACCEPTANCE

Brian Walsh moved to ratify the E-motions.

Motion carried

STANDING COMMITTEES REPORTS

Bylaws Committee

Brian Walsh moved to accept Recommendation 14-3-9.1 “That the AARC Board of Directors find that the Florida Society for Respiratory Care Bylaws are not in conflict with the AARC Bylaws.”

Karen Stewart moved to table for further clarification.

Motion to table carried

Brian Walsh moved to accept Recommendation 14-3-9.2 “That the AARC Board of Directors find that the Arkansas Society for Respiratory Care Bylaws are not in conflict with the AARC Bylaws.”

Motion carried

Program Committee

Brian Walsh moved to accept Recommendation 14-3-15.1 “That the city of Indianapolis be selected as the host city for AARC Congress 2017.”

Motion carried

Linda Van Scoder abstained.

SPECIALTY SECTION REPORTS

Education Section

Brian Walsh moved to accept Recommendation 14-3-53.1 “That Edwin Coombs, MA, RRT-NPS, ACCS, Director of Marketing, Respiratory Care Systems of North America, Drager Medical and Drager Medical be formally recognized and thanked by the Board of Directors for their proposed give away of 5 refurbished Drager Evita XL mechanical ventilators to 5 RT education programs.”

Brian Walsh moved to accept for information only.

Motion carried

Brian Walsh moved to accept Recommendation 14-3-53.2 “That the President-Elect charge the Education Section and Education Section Chair-Elect with developing more programming directed at hospital educators and all therapists whose position requires some type of educational process.”

Colleen Schabacker moved to refer to President-elect.

Motion carried

Sleep Section

Brian Walsh moved to accept Recommendation 14-3-58.1 “That the AARC Board of Directors approve to begin a marketing campaign to solicit more Section members by offering the section membership at half the regular price for new members.”

Frank Salvatore moved to refer to Executive Office to review financial feasibility and to review for all sections and report back by Summer Forum 2015.

Motion carried

Brian Walsh moved to accept the Specialty Section reports as presented.

Motion carried

RECESS

George Gaebler recessed the meeting of the AARC Board of Directors at 9:03am PST Sunday, December 7, 2014.

RECONVENE

George Gaebler reconvened the meeting of the AARC Board of Directors at 9:18am PST Sunday, December 7, 2014.

SPECIAL COMMITTEE REPORTS

Fellowship Committee

Brian Walsh moved to accept Recommendation 14-3-20.1 “That the revised Policy/Procedure (CT.009) governing the activities/processes of the FAARC Selection Committee be approved.”

Motion carried

(See Attachment “A” for revised policy)

Position Statement Committee

Brian Walsh moved to accept Recommendation 14-3-26.1 “Approve and publish the revised Position Statement ‘Ethics and Professional Conduct’.”

Motion carried

Brian Walsh moved to accept Recommendation 14-3-26.2 “Approve and publish the revised Position Statement ‘Electronic Cigarette’ and place links to additional educational resources on the AARC website.”

Motion carried

(See Attachment “B” for revised position statements)

Brian Walsh moved to accept the Special Committee reports as presented.

Motion carried

SPECIAL REPRESENTATIVES REPORTS

American Heart Association

Colleen Schabacker moved to accept Recommendation 14-3-64.1 “That the AARC support the use of the attached reporting tool by the AHA liaison as requested by the AHA.”

Motion carried

Colleen Schabacker moved to accept Recommendation 14-3-64.2 “That the AARC provides a communication blitz, offers a webcast and reserves a block of time at the 2015 Congress in support of the AHA and their new 2015 guidelines.”

Linda Van Scoder moved to refer to Program Committee.

Motion carried

Commission on Accreditation of Medical Transport Systems (CAMTS)

Colleen Schabacker moved to accept Recommendation 14-3-66.1 “To increase the CAMTS budget to \$2,500 for 2016.”

Linda Van Scoder moved to refer to President-elect to review for 2016 budget.

Motion carried

National Sleep Awareness Roundtable

Colleen Schabacker moved to accept Recommendation 14-3-75.1 “That the Board end the special representative appointment to the National Sleep Awareness Roundtable, effective 2015.”

Motion carried

Colleen Schabacker moved to accept the Special Representatives reports as presented.

Motion carried

ROUNDTABLE REPORTS

Asthma Disease Management Roundtable

Brian Walsh moved to accept Recommendation 14-3-42.1 “Create a Disease Management Roundtable that would combine all disease specific roundtables together.”

Linda Van Scoder moved to refer to President-elect to investigate roundtable structure.

Motion carried

Disaster Response Roundtable

Brian Walsh moved to accept Recommendation 14-3-39.1 “That the Disaster Response Roundtable continue as a separate entity within the committee structure of AARC.”

Linda Van Scoder moved to refer to President-elect to investigate roundtable structure.

Motion carried

FM 14-3-43.1 Brian Walsh moved to dissolve the Hyperbaric Roundtable.

Motion carried

Neurorespiratory Roundtable

Brian Walsh moved to accept Recommendation 14-3-40.1 “Do not dissolve the Neurorespiratory Roundtable or combine with another existing group. Allow it to continue it as its own entity.”

Linda Van Scoder moved to refer to President-elect to investigate roundtable structure.

Motion carried

Simulation Roundtable

Brian Walsh moved to accept Recommendation 14-3-38.1 “Continue the Simulation Roundtable as a community for Respiratory Care Professionals at various levels of simulation integration in their teaching, assessment, research and patient safety initiatives.”

Linda Van Scoder moved to refer to President-elect to investigate roundtable structure.

Motion carried

Colleen Schabacker moved to accept the Roundtable reports as presented.

Motion Carried

RECESS

George Gaebler recessed the meeting of the AARC Board of Directors at 10:32am PST Sunday, December 7, 2014.

RECONVENE

George Gaebler reconvened the meeting of the AARC Board of Directors at 10:51am PST Sunday, December 7, 2014.

LEGISLATIVE REPORTS

Cheryl West and Anne Marie Hummel provided a detailed explanation on the 2015 AARC legislative initiative which will be directed at gaining Congressional co-sponsors for the Medicare Telehealth Parity Act. The bill specifically includes RTs and RT services as well as telehealth coverage for COPD patients. An update on the CDC nebulizer cleaning rules was also provided.

EXECUTIVE SESSION

Colleen Schabacker moved to go into Executive Session at 11:25am PST, Sunday, December 7, 2014.

Motion carried

Executive Session ended at 12:10pm PST, Sunday, December 7, 2014.

RECESS

George Gaebler recessed the meeting of the AARC Board of Directors at 12:15pm PST Sunday, December 7, 2014.

JOINT SESSION

Joint Session was called to order at 1:35pm PST on Sunday, December 7, 2014. Secretary/Treasurer, Linda Van Scoder, called roll and declared a quorum.

Jakki Grimball presented the 2014 election results:

Vice President for Internal Affairs:	Lynda Goodfellow, EdD, RRT, AE-C
Vice President for External Affairs:	Cynthia White, MSc, RRT-NPS, AE-C, FAARC
Secretary/Treasurer:	Karen Schell, DHSc, RRT-NPS, RRT-SDS, RPFT, RPSGT, AE-C, CTTS
Directors-at-Large:	Timothy Op't Holt, EdD, RRT, AE-C Lisa Trujillo, DHSc, RRT

Cheryl West and Anne Marie Hummel gave highlights of the written State and Federal Government Regulatory Affairs report and provided updates on HR 2619.

Gary Wickman, co-Chair of the Membership Committee, gave an update on the membership campaign.

Sherry Milligan showed a preview of the new AARC website that will be live by the end of 2014.

EXECUTIVE SESSION

Linda Van Scoder moved to go into Executive Session at 3:02pm PST.

Motion carried

Bill Cohagen moved to come out of Executive Session ended at 3:18pm PST.

Motion carried

President Gaebler adjourned the Joint Session at 3:23pm PST.

RECONVENE

George Gaebler reconvened the meeting of the AARC Board of Directors at 3:43pm PST Sunday, December 7, 2014.

Sheri Tooley moved to approve the 2015 budget.

Motion carried

BYLAWS COMMITTEE

Bill Cohagen moved to untable Recommendation 14-3-9.1 “That the AARC Board of Directors find that the Florida Society for Respiratory Care Bylaws are not in conflict with the AARC Bylaws.”

Motion carried

Brian Walsh moved to accept Recommendation 14-3-9.1 “That the AARC Board of Directors find that the Florida Society for Respiratory Care Bylaws are not in conflict with the AARC Bylaws.”

Motion carried

FM 14-3-9.1 Karen Stewart moved to review the acid test policy for Affiliate Bylaws and report back in April 2015.

Motion carried

Brian Walsh moved “To accept the Standing Committee reports as presented.”

Motion carried

GENERAL REPORTS

Executive Director/Office

Tom Kallstrom gave highlights of his written report.

Bill Lamb moved to accept Recommendation 14-3-1.1 “That the AARC Board of Directors approve the revised 401k restatement as presented.”

Motion carried

FM 14-3-80.1 Frank Salvatore moved that the BOD endorse the CoARC 2015 standards.

Motion carried

FM 14-3-81.1 Frank Salvatore moved that the BOD request that the NBRC begin work on creating the Advanced Practice Respiratory Therapist (APRT) credential in an expedited timeframe.

Motion carried

RECESS

George Gaebler recessed the meeting of the AARC Board of Directors at 5:25pm PST Sunday, December 7, 2014.

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

Karen Schell
AARC Secretary/Treasurer

Date

Attachment “A”

CT.009 Committees – AARC Fellowship Selection Committee Policy

American Association for Respiratory Care Policy Statement

Page 1 of 3
Policy No.: CT.009

SECTION: **Committees**

SUBJECT: **AARC Fellowship Selection Committee**

EFFECTIVE DATE: January 1, 2011

DATE REVIEWED: December 2014

DATE REVISED: December 2014

REFERENCES:

Policy Statement: The AARC Fellowship Program was established to recognize active or associate members who have made profound and sustained contributions to the art and science of respiratory care and to the AARC.

Policy Amplification: This policy sets forth the eligibility requirements, criteria for nomination, the selection process and rules governing the AARC Fellowship Program.

Eligibility:

- Be an active or associate member of the AARC in good standing for at least ten consecutive years prior to the deadline for receipt of nominations.
- Possess the RRT credential issued by the NBRC or, be a licensed physician with a respiratory care-related specialty.
- Current members of the AARC Board of Directors or the House of Delegates are not eligible.

Criteria:

- Must be nominated by a Fellow of the AARC with membership in good standing.
- Must have demonstrated national prominent leadership, influence and achievement in clinical practice, education or science.
- Must possess documented evidence of significant contribution to the respiratory care profession and to the AARC.

Rules:

- All nominations for Fellow, and associated supporting documents, must be submitted online through the AARC website.
- Upon receipt of a nomination, the Executive Office will confirm that each nominee satisfies the minimum criteria for 10 consecutive years of AARC membership, and that each nominator continues to maintain eligibility to submit nominations for Fellow.
- For those nominees not meeting the 10-year requirement, the nominator will be so informed and the nomination not accepted. Nominators not eligible to submit nominations will likewise be notified.
- Deadline for receipt of nominations and all supporting documentation will be the last working day of August of the calendar year in which the nomination is to be considered. Nominations not received by the established date will not be accepted.
- The Fellowship Selection Committee, consisting of a Chair and four current Fellows appointed by the AARC President, will evaluate nominations annually.
- During the first week of September, Selection Committee members will be provided an electronic folder containing all accepted nominations and supporting documents in alphabetical order. Committee members will also receive a ballot to indicate which nominees they consider worthy of induction as a Fellow. Completed ballots will be returned to the Chair for final tabulation.
- Committee members are expected to evaluate each nominee independently and make their determination based upon the contributions of the respective nominee to the profession, and most importantly, to the AARC. Committee members are discouraged from collaborating with one another during the selection process.
- Nominees receiving an affirmative vote from all five committee members will be inducted as a Fellow of the AARC.
- Nominees selected for induction will be formally notified upon completion of the selection process, with their nominators receiving a blind copy of the congratulatory letter.
- An overriding goal of the Selection Committee is to minimize any embarrassment or discomfort to members not selected for induction. Therefore, for those nominees not selected, a letter so stating will only be sent to the nominators.
- Once the final tabulation is completed, the results of the balloting for induction shall remain confidential and will not be subject to outside review or discussion.

- New Fellows will be inducted during the Awards Ceremony held in conjunction with the annual AARC International Respiratory Congress.
- Newly inducted Fellows will receive a pin, a certificate suitable for framing and will have their names added to the list of Fellows on the AARC website.
- Upon induction, Fellows are expected to maintain their AARC membership in good standing.

Attachment “B”

Position Statements
AARC Statement of Ethics and Professional Conduct
Electronic Cigarette

AARC Statement of Ethics and Professional Conduct

In the conduct of professional activities the Respiratory Therapist shall be bound by the following ethical and professional principles. Respiratory Therapists shall:

- Demonstrate behavior that reflects integrity, supports objectivity, and fosters trust in the profession and its professionals.
- Promote and practice evidence-based medicine.
- Seek continuing education opportunities to improve and maintain their professional competence and document their participation accurately.
- Perform only those procedures or functions in which they are individually competent and which are within their scope of accepted and responsible practice.
- Respect and protect the legal and personal rights of patients, including the right to privacy, informed consent, and refusal of treatment.
- Divulge no protected information regarding any patient or family unless disclosure is required for the responsible performance of duty as authorized by the patient and/or family, or required by law.
- Provide care without discrimination on any basis, with respect for the rights and dignity of all individuals.
- Promote disease prevention and wellness.
- Refuse to participate in illegal or unethical acts.
- Refuse to conceal, and will report, the illegal, unethical, fraudulent, or incompetent acts of others.
- Follow sound scientific procedures and ethical principles in research.
- Comply with state or federal laws which govern and relate to their practice.
- Avoid any form of conduct that is fraudulent or creates a conflict of interest, and shall follow the principles of ethical business behavior.
- Promote health care delivery through improvement of the access, efficacy, and cost of patient care.
- Encourage and promote appropriate stewardship of resources.
- Work to achieve and maintain respectful, functional, and beneficial relationships with all health professionals.

Effective 12/94
Revised 12/07
Revised 07/09
Revised 07/12
Reviewed 12/14

American Association for Respiratory Care
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POSITION STATEMENT

Electronic Cigarette

In line with its mission as a patient advocate and in order to ensure patient safety, The American Association for Respiratory Care (AARC) opposes the use of the electronic cigarette (e-cigarette). Even though the concept of using the cigarettes for smoking cessation is attractive, they have not been fully studied and the use among middle school children is increasing year after year. There is no evidence as to the amount of nicotine or other potentially harmful chemicals being inhaled during use or if there are any benefits associated with using these products. The effects of nicotine on the body are known to be harmful and this does not change when ingested in a smokeless route. Additional safety concerns are emerging concerning ingestion of the Liquid Nicotine Solution (LNS) by young children as poison control centers report a continual increase in calls as e-cigarettes become more popular.

Effective 4/2014
Revised 12/2014