

AMERICAN ASSOCIATION FOR RESPIRATORY CARE

Board of Directors Meeting

April 9, 2016 • Arlington, VA

Minutes

Attendance

Frank Salvatore, RRT, MBA, FAARC, President
Brian Walsh, MBA, RRT-NPS, FAARC, President-elect
George Gaebler, MSED, RRT, FAARC, Past President
Cynthia White, MSc, RRT-NPS, AE-C, CPFT, FAARC, VP External Affairs
Lynda Goodfellow, EdD, RRT, FAARC, VP Internal Affairs
Karen Schell, DHSc, RRT-NPS, RPFT, RPSGT, AE-C, CTTS, Secretary/Treasurer
Timothy Op't Holt, EdD, RRT, AE-C
Lisa Trujillo, DHSc, RRT
Doug McIntyre, MS, RRT, FAARC
John Lindsey, Jr., MEd, RRT-NPS, FAARC
Deb Skees, MBA, RRT, CPFT
Pattie Stefans, BS, RRT
Cheryl Hoerr, MBA, RRT, CPFT, FAARC
Keith Lamb, BS, RRT-ACCS, FCCM
Natalie Napolitano, MPH, RRT-NPS, FAARC
Ellen Becker, PhD, RRT-NPS, FAARC
Kimberly Wiles, BS, RRT, CPFT

Excused

Bill Lamb, BS, RRT, CPFT, FAARC

Consultants

Mike Runge, BS, RRT, FAARC Parliamentarian
Dianne Lewis, MS, RRT, FAARC, President's Council President
Jakki Grimball, RRT, AE-C, PAHM, HOD Speaker
Keith Siegel, BS, RRT, CPFT, Speaker-elect
John Wilgis, MBA, RRT, Past Speaker
Curt Merriman, BA, RRT, CPFT, HOD Treasurer
Kerry McNiven, MS, RRT, HOD Secretary
Terence Carey, MD, BOMA Chair

Staff

Tom Kallstrom, MBA, RRT, FAARC, Executive Director
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, Director Regulatory Affairs
Kris Kuykendall, Executive Administrative Assistant

CALL TO ORDER

President Frank Salvatore called the meeting of the AARC Board of Directors to order at 8:00am EDT. Secretary/Treasurer Karen Schell called the roll and declared a quorum.

DISCLOSURE

President Salvatore 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:

Karen Schell – FDA Pulmonary Asthma/Allergy Advisory Committee, CoBGRTE member

Lisa Trujillo – CoBGRTE member, Advisory Board at Northeastern Univ MSRT, Western Schools author and reviewer, RC Journal reviewer

Lynda Goodfellow – NAECB Board member, CoBGRTE member

Ellen Becker – CoBGRTE member, Chicago Asthma Institute Consortium Board of Directors, Chicago Area Patient-Centered Outcomes Research Network Steering Committee, RC Journal Editorial Board

Tim Op't Holt – CoBGRTE member

Kim Wiles – BOD Pennsylvania, Assoc. of Medical Supplier, Advisory Board IUP/West Penn School of RT

Curt Merriman – Project Manager LAS-MD-45, AARC Grant Project, Owner C.O.R.E Respiratory Services

John Wilgis – National Healthcare Preparedness Program, American Hospital Association, CDC

Jakki Grimball – ALA Southwest Board of Directors

Keith Siegel – RT Advisory Board, Kennebec Valley Community College

Natalie Napolitano – Research relationships with Aerogen, Nihon-Kohden, Philips/Respironics, Draeger, CVS Health, CoBGRTE member, Allergy & Asthma Network Board member, SCCM

John Lindsey – Advisory Committee member National Park Community College

Keith Lamb – Medtronic, Masimo, Bayer Pharmaceutical, ACCP and SCCM member

Cheryl Hoerr – Southmedic Consultant, Advisory Board Rolla Technical College RT Program and Missouri State West Plains RT Program

Cyndi White – Advisory Boards of Philips, Aerogen, VapoTherm, Northeastern University

Kerry McNiven – CPS Planning Committee, ALA, CTSRC, textbook reviewer

Tom Kallstrom – Board member Allergy & Asthma Network

Tim Myers – ACCP member

Frank Salvatore – Advisory Board SUNY Sullivan Community College, SCCM, CTSRC, ACHE

Brian Walsh – VapoTherm, Draeger, Maquet, GE, Aerogen, MSRC, IBM

INSTALLATION BOARD MEMBERS

John Lindsey and Dr. Carey were sworn in as members of the Board of Directors by Parliamentarian Mike Runge.

APPROVAL OF MINUTES

Karen Schell moved to approve the minutes of the November 5, 2015 meeting of the AARC Board of Directors.

Motion carried

Karen Schell moved to approve the minutes of the November 6, 2015 meeting of the AARC Board of Directors.

Motion carried

Lynda Goodfellow moved to approve the minutes of the November 10, 2015 meeting of the AARC Board of Directors.

Motion carried

E-MOTION ACCEPTANCE

Karen Schell moved to ratify the E-motions.

Motion carried

GENERAL REPORTS

President

Karen Schell moved to accept Recommendation 16-1-4.1 “That the AARC Board of Directors ratify the Ad Hoc Committee on State Initiatives.

- **Chair** – John Wilgis
- **Committee Members:** Sam Giordano, Joseph Goss, Gene Gantt, Kenneth Alexander, Jan Fields, (additional members to be added as committee needs).
- **AARC EO Liaisons:** Tom Kallstrom and Cheryl West
- **Objectives:**
 - i. Research possible initiatives that can be put into a format to deliver to state affiliates in order to create better access to RTs by patients who are on state services such as Medicaid.
 - ii. Act as a subject matter expert/resource to the state affiliates who need guidance and support as they put forth the initiatives created by the committee.”

Motion carried

Ellen Becker moved to accept Recommendation 16-1-4.2 “That the AARC Board of Directors ratify Margaret Traband as a special representative to CoBGRTE.”

Motion carried

Executive Director

Tom Kallstrom gave highlights of his written report. The Associate Executive Directors gave updates of their respective departments.

Kathryn Schubert of CRD (Cavarocchi, Ruscio, Dennis) Associates, LLC was in attendance and introduced her company as our new lobbyist firm.

RECESS

President Salvatore recessed the meeting of the AARC Board of Directors at 9:30am EDT.

RECONVENE

President Salvatore reconvened the meeting of the AARC Board of Directors at 9:45am EDT.

GENERAL REPORTS (continued)

Shawna Strickland and Tim Myers gave comments on their respective departments. A new Life & Breath video is in the works. Sarah Vaughn has been hired as the new Director of Business Development.

AUDITORS REPORT

Bill Sims, of Salmon, Sims, & Thomas updated the Board on the audited financial statements and answered questions from Board members via phone.

GENERAL REPORTS (continued)

Government and Regulatory Affairs

Cheryl West provided updates to state legislative issues related to respiratory therapy. Of note she warned of future repercussions to RT Licensure Boards due to the 2015 SCOTUS ruling impacting the authority of all state licensing Boards to regulate non licensed individuals.

Ms. West also provided a review of the preparations for the 2016 PACT meeting to commence immediately following the Board meeting, noting there were 44 states and DC sending representatives with nearly 170 participants.

Anne Marie Hummel provided updates on regulations impacting or of interest to the profession, including efforts to have CMS revise the definition and coding for home ventilators and the status of the FDA issuing the long awaited deeming regulations on tobacco.

Both Ms. West and Ms. Hummel were pleased to make note of the new Capitol Hill Lobby Firm CRD Associates. AARC looks forward to a long and productive relationship.

House of Delegates

House Speaker Jakki Grimball gave highlights of the written report she submitted.

LEGAL COUNSEL

Larry Wolfish gave an overview of Board member fiduciary responsibility and conflicts of interest and answered questions from Board members via phone.

RECESS

President Salvatore recessed the meeting of the AARC Board of Directors at 11:10am EDT.

RECONVENE

President Salvatore reconvened the meeting of the AARC Board of Directors at 11:15am EDT.

INVESTMENT REPORT

John Barrett and Brooke Garafalo of Merrill Lynch gave an overview of the current investments of the Association and answered questions from Board members.

RECESS

President Salvatore recessed the meeting of the AARC Board of Directors at 12:05pm EDT.

RECONVENE

President Salvatore reconvened the meeting of the AARC Board of Directors at 1:35pm EDT.

Board of Medical Advisors (BOMA)

BOMA Chair, Dr. Terence Carey, gave highlights of his written report. He commended the Board and AARC for their strong clinical, advocacy, and publications. He also reminded the Board that BOMA is eager and willing to help with medical issues.

President's Council

Dianne Lewis gave highlights of her written report. John Hiser is the 2016 Jimmy A. Young medal winner. It is time to nominate the Lifetime and Honorary members at this meeting.

Karen Schell moved to accept the General Reports as presented.

Motion carried

STANDING COMMITTEES REPORTS

Audit Subcommittee

Lynda Goodfellow moved to accept Recommendation 16-1-13.1 "That the Board of Directors accept the auditor's report as presented."

Motion carried

Bylaws Committee

Lynda Goodfellow moved to accept Recommendation 16-1-9.1 "That the AARC Board of Directors find that the Oregon Society for Respiratory Care Bylaws are not in conflict with the AARC Bylaws. (See attachment 'Oregon Society for Respiratory Care')."

Motion carried

Lynda Goodfellow moved to accept Recommendation 16-1-9.2 "That the AARC Board of Directors find that the Montana Society for Respiratory Care Bylaws are not in conflict with the AARC Bylaws. (See attachments '2015 MSRC – Montana Bylaws Revisions Summary and 2015 Bylaws Montana Revised')."

Motion carried

Pattie Stefans abstained.

Lynda Goodfellow moved to accept Recommendation 16-1-9.3 "That the AARC Board of Directors find that the South Dakota Society for Respiratory Care Bylaws are not in conflict with the AARC Bylaws. (See attachment 'Bylaws changes South Dakota 2016 Final and Bylaws AARC South Dakota approved July 2014')."

Motion carried

Lynda Goodfellow moved to accept Recommendation 16-1-9.4 "That the AARC Board of Directors find that the Arkansas Society for Respiratory Care Bylaws are not in conflict with the AARC Bylaws. (See attachment 'ASRC Bylaws 2015 Revisions, Bylaws Cover Letter 2016,

and Bylaws Chart and Rationale to ASRC Bylaws’).”

Motion carried

John Lindsey abstained.

Lynda Goodfellow moved to accept Recommendation 16-1-9.5 “That the AARC Board of Directors find that the Mississippi Society for Respiratory Care Bylaws are not in conflict with the AARC Bylaws. (See attachment ‘Mississippi Bylaws Proposed 2016’).”

Motion carried

Lynda Goodfellow moved to accept Recommendation 16-1-9.6 “That the AARC Board of Directors find that the MD/DC Society for Respiratory Care Bylaws are not in conflict with the AARC Bylaws. (See attachment ‘MD/DC Society Bylaws 2016 Update’).”

Motion carried

Program Committee

Lynda Goodfellow moved to amend E16-1-15.2 “That the practitioner component of the Sputum Bowl be eliminated if 15 teams are not registered to compete by June 1, 2016.”

Brian Walsh moved to amend to “That the Sputum Bowl Community will be notified starting June 1, 2016 that if there are less than 15 teams by June 1, 2017 there will no longer be a Sputum Bowl for practitioners.”

Lisa Trujillo moved to amend to add “...15 practitioner teams...”

George Gaebler moved to call the question.

Motion carried

Karen Schell abstained.

Natalie Napolitano requested a hand vote.

Yes – 10

No – 5

Abstained – 1

Lynda Goodfellow moved to accept the Standing Committee reports as presented.

Motion carried

SPECIALTY SECTION REPORTS

Education

Lynda Goodfellow moved to accept Recommendation 16-1-53.1 “That the AARC develop a program to recognize outstanding clinical preceptors in respiratory care education.”

Cyndi White moved to refer to Executive Office for development and report back at the June 2016 meeting.

Motion carried

Long Term Care

Lynda Goodfellow moved to accept Recommendation 16-1-57.1 “That the AARC BOD authorize the AARC president to work with the LTC Chair to draft a letter to the NAMDRRC President requesting that NAMDRRC formally review and endorse the AARC 2010 Position Statement ‘Delivery of Respiratory Therapy Services in Skilled Nursing Facilities Providing Ventilator and/or High Acuity Respiratory Care’.”

Natalie Napolitano moved to refer to President-elect.

Motion carried

Sleep

Lynda Goodfellow moved to accept Recommendation 16-1-58.1 “That the AARC BOD allow the Sleep Section Chair to work with interested members to develop a Sleep Section specific Mission and Vision Statement to serve as a guide for section's future activities.”

Karen Schell moved to make a friendly amendment to add that the Board of Directors give final approval.

Lynda Goodfellow moved to amend to add President for initial approval and then present to the Board of Directors for final approval.

Motion carried

Lynda Goodfellow moved to accept the Specialty Section reports as presented.

Motion carried

RECESS

President Salvatore recessed the meeting of the AARC Board of Directors at 2:50pm EDT.

RECONVENE

President Salvatore reconvened the meeting of the AARC Board of Directors at 3:10pm EDT.

Karen Schell moved to re-open the General Reports.

Motion carried

Tom Kallstrom reviewed the Executive Office referrals.

Karen Schell moved to close the General Reports.

Motion carried

SPECIAL COMMITTEE REPORTS

Position Statement Committee

Cyndi White moved to accept Recommendation 16-1-26.1 “That the Board of Directors approve the Position Statement ‘Cultural Diversity’ with no revisions.”

Cyndi White moved to refer to President-elect.

Motion carried

Cyndi White moved to accept Recommendation 16-1-26.2 “That the Board of Directors approve the Position Statement ‘Delivery of Respiratory Therapy Services in Long Term Care Skilled Nursing Facilities Providing Ventilator and/or High Acuity’ with no revisions.”

Motion carried

Cyndi White moved to accept Recommendation 16-1-26.3 “That the Board of Directors approve and publish the Position Statement ‘Home Respiratory Care’ with no revisions.”

Natalie Napolitano moved to refer to President-elect.

Motion carried

Cyndi White moved to accept Recommendation 16-1-26.4 “That the Board of Directors approve and publish the Position Statement ‘Respiratory Therapists as Extracorporeal Membrane Oxygenation (ECMO) Specialist’ with no revisions.”

Natalie Napolitano moved to refer to President-elect.

Motion carried

Cyndi White moved to accept Recommendation 16-1-26.5 “That the Board of Directors approve and publish the newly developed Position Statement ‘Respiratory Disease Manager’.”

Cyndi White moved to refer to President-elect.

Motion carried

Cyndi White moved to accept Recommendation 16-1-26.6 “That the Board of Directors add the goal of reviewing/revising all White Papers on the same three (3) year schedule the committee reviews all position statements.”

Cyndi White moved to refer to President-elect.

Motion carried

Cyndi White moved to accept Recommendation 16-1-26.7 “That the Position Statement Committee submit the Position Statement ‘Administration of Sedative and Analgesic Medications by Respiratory Therapists’ to BOMA for their recommendations of revising or retiring this statement.”

Brian Walsh moved to make a friendly amendment to remove “or retiring”.

Motion carried

FM 16-1-26.8 Karen Schell moved to approve the Safe Initiation and Management of Mechanical Ventilation AARC/UHC White Paper.

Lynda Goodfellow moved to table this recommendation.

Motion carried

SPECIAL REPRESENTATIVES REPORTS

American Society for Testing and Materials (ASTM)

Cyndi White moved to accept Recommendation 16-1-65.1 “That the ASTM be removed from the list of AARC Special Representatives.”

Motion carried

International Council for Respiratory Care (ICRC)

Cyndi White moved to accept Recommendation 16-1-70.1 “That the AARC Board of Directors include in the 2017 budget and subsequent budgets funding for two US ICRC delegates to participate in the international meetings and activities associated with the AARC International Congress and the ICRC Annual Business Meeting.”

Brian Walsh moved to refer to the Executive Office for budget and report back at the June 2016 meeting.

Motion carried

Cyndi White moved to accept the Special Representatives reports as presented.

Motion carried

ROUNDTABLE REPORTS

Board liaisons gave updates on their respective Roundtables and their activity.

Cyndi White moved to accept the verbal Roundtable reports.

Motion carried

AD HOC COMMITTEE REPORTS

Advanced RT Practices, Credentialing, and Education

Cyndi White moved to accept Recommendation 16-1-31.1 “That the AARC Board of Directors Adopt the CoARC proposed revision to the APRT working definition to read:

‘The Advanced Practice Respiratory Therapist (APRT) is a ~~trained~~, credentialed, and licensed respiratory care practitioner ~~who is employed to~~ trained to provide a scope of practice that exceeds that of the registered respiratory therapist. After obtaining the NBRC RRT credential, the aspiring APRT must successfully complete a CoARC-accredited ~~APRT~~ graduate level education and training program that ~~provides a curricular emphasis that~~ enables the APRT to provide advanced, evidence-based, ~~complex~~ diagnostic and therapeutic clinical practice and disease management’.”

Lynda Goodfellow moved to make an amendment to remove “...respiratory care...” and leave as “licensed practitioner”.

Motion carried

Cyndi White moved to accept Recommendation 16-1-31.2 “That the AARC Board of Directors adopts the revised committee objectives to read:

‘Objectives: (In priority order)

1. Create the framework for the needs assessment, retain a third party consultant to conduct the needs assessment, conduct the needs assessment, and evaluate completed needs assessment to determine appropriate next steps.
2. General - Licensure - identify states where passage of APRT licensure or certification would have the greatest chance of success.
3. General - Identify at least one educational institution to offer an educational pilot program(s) for APRT.
 - a. Identify possible mechanisms to provide funding through the ARCF or other stakeholder(s) (e.g., employers) to support the pilot program(s).
4. AARC - Reimbursement issues - Clearly define the pros and cons of both an “incident to” and “independent practice” approach related to APRT reimbursement and provide information that assists in determining the best approach to establish for future use.
 - a. Include information related to direct billing versus salaried positions from a physician or hospital/ facility and level of supervision.
5. Align work of the committee with the Taskforce on Competencies for Entry into Respiratory Care Professional Practice, the Ad Hoc Committee on AARC Research Fund for Advancing the Respiratory Care Profession, the Ad Hoc Committee on Respiratory Therapists and Disease Management, and with the work of specific AARC Goals Committees.
6. NBRC – Upon formal request from the AARC, develop the credential for the APRT.’”

Motion carried

Karen Schell moved to accept the Ad Hoc Committee reports as presented.

Motion carried

RECESS

President Salvatore called a recess of the AARC Board of Directors meeting at 5:10pm EDT.

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

 Karen Schell
 AARC Secretary/Treasurer

 Date