

AMERICAN ASSOCIATION FOR RESPIRATORY CARE

Board of Directors Meeting

December 3, 2018- Las Vegas, NV

Minutes

Attendance

Brian Walsh, PhD, RRT, FAARC, President
Karen Schell, DHSc, RRT-NPS, RRT-SDS, RPFT, RPSGT, AE-C, CTTS, President-elect
Frank Salvatore, MBA, RRT, FAARC, Past President
Sheri Tooley, BSRT, RRT-NPS, CPFT, AE-C, VP External Affairs
Natalie Napolitano, MPH, RRT-NPS, AE-C, CTTS, FAARC, VP Internal Affairs
Lynda Goodfellow, EdD, RRT, FAARC, Secretary/Treasurer
Carl Hinkson, MS, RRT-NPS, FAARC
Cheryl Hoerr, MBA, RRT, CPFT, FAARC
John Lindsey, Jr., MEd, RRT-NPS, FAARC
Doug McIntyre, MS, RRT, FAARC
Timothy Op't Holt, EdD, RRT, AE-C
Susan Rinaldo Gallo, MEd, RRT, CTTS, FAARC
Georgianna Sergakis, PhD, RRT, FAARC
Steve Sittig, BSRT, RRT-NPS, FAARC
Deb Skees, MBA, RRT, CPFT
Pattie Polakow, BS, RRT
Lisa Trujillo, DHSc, RRT
John Wilgis, MBA, RRT

Consultants

Dianne Lewis, MS, RRT, FAARC, President's Council President
Cam McLaughlin, BS, RRT, FAARC, Parliamentarian
Jakki Grimball, MA, RRT, AE-C, Past Speaker

Excused

Neil MacIntyre, MD, BOMA Chair

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, RRT-NPS, AE-C, FAARC, Associate Executive Director
Anne Marie Hummel, Associate Executive Director
Kris Kuykendall, Executive Administrative Assistant

CALL TO ORDER

President Brian Walsh called the meeting of the AARC Board of Directors to order at 9:00am PST. Secretary-Treasurer Lynda Goodfellow called the roll and declared a quorum. Students who were observing the meeting were introduced.

SPECIAL COMMITTEE REPORTS

Position Statement

Natalie Napolitano moved to accept Recommendation 18-3-26.1 “That the position statement entitled ‘Respiratory Care Scope of Practice’ (07/2013) with noted revisions (language to be removed appears as ~~struckthrough~~ and language to be inserted appears as **bold and underlined**) be approved.”

Motion carried

Natalie Napolitano moved to accept Recommendation 18-3-26.2 “That the position statement entitled ‘Respiratory Therapists as Cardiopulmonary Care Managers’ (09/2018) be approved.”

Motion carried

Natalie Napolitano moved to accept Recommendation 18-3-26.3 “That the issue paper entitled ‘Guidelines for Acquisition of Ventilators to Meet Demands for Pandemic Flu and Mass Casualty Incidents’, published in 2006 with the most recent addendum in January 2008, be retired.”

Motion carried

Natalie Napolitano moved to accept Recommendation 18-3-26.4 “That AARC Board of Directors Policy Statement CT.008 – Position Statements and Issue Papers (July 2018) – paragraph # 3 be revised with the noted revision (language to be removed appears as ~~struckthrough~~ and language to be inserted appears as **bold and underlined**) as follows:

The Position Statement and Issue Paper Committee referred to as the ‘Committee’ for the remainder of the document, will be tasked by the AARC Board of Directors (BOD) to develop or review position statements or issue papers. This development, renewal, or retirement involves a group of content experts selected by the Committee. A completed new, renewal, or retirement draft of the statement or paper will be posted on the AARC web site for a ~~60~~ **30**-day comment period from the AARC membership. Following the comment period, the statement will be revised if necessary and sent to the BOD with recommendations of approval, renewal or retire.”

Motion carried

Grace Anne Dorney Koppel, 2018 Honorary Member, thanked the Board for the honor they are bestowing on her at this year’s Congress. She also spoke about the Dorney-Koppel Foundation.

President-elect Karen Schell introduced Julie Essiam, the ARCF International Super Fellow from Ghana. She informed the Board of her background and she thanked the Board for the opportunity of being here.

RECESS

President Walsh recessed the meeting of the AARC Board of Directors at 10:05am PST.

RECONVENE

President Walsh reconvened the meeting of the AARC Board of Directors at 10:30am PST.

Sheri Tooley moved to reconsider the vote on Recommendation 18-3-20.1 “That the AARC Board of Directors accepts the changes as noted in Policy Number CT.009.” (See Attachment “A”)

Motion carried

Natalie Napolitano moved to accept the Special Committee reports as presented.

Motion carried

HOD Resolutions

Frank Salvatore moved to accept HOD Resolution 67-18-15 “Resolved that the AARC President hold a biannual virtual meeting with State Affiliate Presidents (or their designees).”

Motion carried

John Wilgis moved to accept HOD Resolution 67-18-14 “Resolved that the AARC implement a process to allow members to automatically renew membership annually by entering credit card or bank account information and selecting automatic annual renewal.”

Motion carried

AD HOC COMMITTEES

Ad Hoc Committee on BS Entry to Practice

Sheri Tooley moved to accept Recommendation 18-3-29.1 “That the AARC Board of Directors accept the deliverables of the BS entry to practice Collaborative with the measurement of success being an increase in the number of BS entry graduates.”

Motion carried

Sheri Tooley moved to accept Recommendation 18-3-29.2 “That the Executive Office determine the feasibility of developing an RTCAS (online application system) for Baccalaureate and Masters granting Respiratory Therapy Schools.”

Sheri Tooley moved to make a friendly amendment remove “...for Baccalaureate and Masters...”.

Motion carried

Sheri Tooley moved to accept Recommendation 18-3-29.3 “That the Executive Office develop with the NBRC a marketing strategy focused on increasing the number of BSRT/BSRC graduates.”

Motion carried

Sheri Tooley moved to accept Recommendation 18-3-29.4 “That the Executive Office design a grant offering mechanism that institutions willing to start or transition to a BS or higher entry to practice program could utilize to off-set administrative cost and encourage administrators to support the movement.”

Natalie Napolitano moved to refer to the Executive Office for more details to be brought back at the March 2019 meeting.

Motion carried

Sheri Tooley moved to accept the Ad Hoc Committee reports as presented.

Motion carried

President Walsh led a discussion regarding a comment from Grace Anne Dorney-Koppel about oxygen bill of rights.

FM18-3-84.2 Frank Salvatore moved that the President-elect form an Ad Hoc Committee on oxygen safety/oxygen bill of rights.

Motion carried

President Walsh led a discussion regarding holding Congress in Las Vegas in the future.

FM18-3-84.3 Frank Salvatore moved that Congress no longer be held in Las Vegas or the Program Committee find an alternate location within Las Vegas a venue that are non-smoking, and/or the convention center facilities access is not through a smoking zone.

Frank Salvatore moved to make a friendly amendment to remove references of Las Vegas.

Motion carried

Frank Salvatore moved to make a friendly amendment to read “That the Program Committee finds venues that are non-smoking.”

Motion carried

Review of Action Items

Lynda Goodfellow reviewed action items from the past 2 days.

President Walsh recognized Natalie Napolitano, Doug McIntyre, Pattie Polakow Frank Salvatore, Cam McLaughlin, and Deb Skees and thanked them for their contributions to the Board.

Parliamentarian Cam McLaughlin recognized and thanked President Brian Walsh for his last 2 years as president and presented him with a gift from the Board of Directors.

President Walsh presented gifts to the Board of Directors and thanked them for their work over the past 2 years.

President-elect Karen Schell gave a gift to the Board members who were rotating off the Board and current Board members.

Mike Madison introduced Mike Mendoza, president of Central California Society .

Treasurers Motion

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

Motion Carried

MOTION TO ADJOURN

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

Motion Carried

ADJOURNMENT

President Walsh adjourned the meeting of the AARC Board of Directors at 12:15pm PST

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

Lynda Goodfellow
AARC Secretary/Treasurer

Date

Attachment “A”

CT.009 – Committees – AARC Fellowship Selection Committee

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: ~~October 2016~~ **December 2018**

DATE REVISED: ~~October 2016~~ **December 2018**

REFERENCES:

Policy Statement: The AARC Fellowship Program was established to recognize active or associate members in good standing 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:

1. 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.
2. Possess the RRT credential issued by the NBRC and **be licensed or hold registration/certification (if applicable)** within their state of employment or, be a licensed physician with a respiratory care-related specialty.
3. **International respiratory therapist nominees must meet the eligibility criteria for AARC membership above and possess the RRT credential from the NBRC or equivalent from the credentialing agency for the country they work or reside. They must have a license (if licensure if applicable) an/or be approved to work within the country they work/reside.**
4. First term members of the AARC Board of Directors or Officers of the House of Delegates are not eligible.

Criteria:

1. Must be nominated by at least two AARC members, one of which is required to be a Fellow of the AARC with membership in good standing.
2. Must have demonstrated national prominent leadership, influence and achievement in clinical practice, education or science.
3. Must possess documented evidence of significant contribution to the respiratory care profession and the AARC.

Rules:

1. All nominations for Fellow, and associated supporting documents, must be submitted online through the AARC website.
2. Upon receipt of a nomination, the Executive Office will confirm 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.
3. 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.
4. Deadline for receipt of nominations and all supporting documentation will be **determined each year** ~~the last working day of August of the calendar year~~ in which the nomination is to be considered or, by pronouncement, an earlier deadline as determined by the dates of the AARC's Annual Congress. Nominations not received by the established date will not be accepted.
5. The Fellowship Selection Committee, consisting of a Chair and up to six current Fellows appointed by the AARC President, will evaluate nominations annually.
6. ~~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 anonymously for final tabulation.
7. Committee members are 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 will not collaborate with anyone during the selection process.
8. Nominees receiving an affirmative vote from all five committee members will be inducted as a Fellow of the AARC.
9. 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.
10. 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.
11. 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.
12. New Fellows will be inducted during the Awards Ceremony held in conjunction with the annual AARC International Respiratory Congress.

13. 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.
14. Upon induction, Fellows are expected to maintain their AARC membership in good standing.

Addendum

1. Examples of profound and sustained contributions may include but are not limited to;
 - a) Specific evidence of outstanding contributions to the improvement of respiratory care at the national or international level or illustration of how regional impact demonstrates potential for national application.
 - b) Evidence includes but is not limited to documentation of the following:
 - Consistent outstanding contributions over time
 - Contributions with significant, measurable impact
 - Dissemination of important information about the contributions
 - Substantive honors, awards, and recognition by AARC or affiliates
 - Adoption of research findings and/or innovations that guide changes in education, research, administration, policy, or respiratory care practice