

**AzSRC Board of Directors Meeting
Saturday, February 10, 2007
Casa Grande, AZ**

MINUTES

I. Call to Order:

A. Meeting was called to order at 9:05 a.m., February 10, 2007.

B. Members present:

1. President: Ron Evans
2. Past-President: Edward Hoskins
3. President-Elect: Chuck Ramirez
4. Treasurer: Charez Norris
5. Secretary: Donna Pachek
6. Director: Michelle Williams
7. Director: Bill Sayers
8. Director: Kathy Rineer
9. Delegate: Marie Fenske
10. Delegate: Ed Thomas

C. Members Absent:

1. Vice President: Jeanette Keiffer
2. Director: Cheryl Hamilton

D. Guests Present:

1. Joe Abate
2. Lauri Drake
3. Jim Love

II. Past Minutes:

Review of minutes by board members.

- Clarification that Scottsdale Healthcare System signed 40 members to the AARC, Edward Hoskins was not the responsible party.
- Marie Fenske identified that the minutes had multiple grammar and spelling errors which need to be corrected. These changes were given to Donna.
- The minutes should reflect a distinction between Edward Hoskins and Ed Thomas. Within the minutes, Edward Hoskins will be listed as Edward and Ed Thomas will be listed as Ed.
- There was not an award given to practitioner of the year because no nominations were received.
- A goal has been set to have nomination ballots distributed by April/May. The award can then be presented at the AzSRC meeting in August 2007.
- Chuck Ramirez suggested that a formal or official swearing in ceremony for the newly elected members are established by the AzSRC. The retiring members can mentor the new members. Marie stated that historically this takes place at the December meeting.

A motion was made by Chuck Ramirez to accept past minutes, seconded by Ed Thomas, zero discussion. Motion passed.

Legislative/Lobbyist Report:

Joe Abate presented report.

Ron Evans, Mary Hauf Martin, Edward Hoskins attended various meetings to follow our licensure bill through the Sunrise/Sunset process. HB 2518, which extends the life of our profession for 10 years, will be voted on 2/14/07. Joe does not feel that there should be any problems with the passing of this bill. Once this is passed, the bill will be sent to the senate. Once it has passed the senate, the governor will sign it into law. The approximate period is late spring.

Joe extended appreciation to the AzSRC for their assistance.

Joe requested that the AzSRC consider increasing his salary from 18K to 21K. This 3K increase would return him to his original salary. He had agreed to the cut when the AzSRC was financially strapped. He also understood that his salary would be returned to 21K within a three-year period. This is the third year.

A motion was made that the AzSRC research historical society minutes to identify the circumstances of the change in Mr. Abate's salary and the feasibility of increasing his salary. Chuck Ramirez, seconded by Bill Sayer, zero discussion, made this motion. Motion passed.

III. President's/Treasurer's Report:

Ron Evans/Charez Norris presented report.

Charez stated that an official report is not available at this time. Pam Nelson-Artibey has it on disk. She is presently ill and is not at this meeting.

Ron presented other items of interest:

- \$ 250 can be saved by placing our official report to Quick Books
- 2007 revenue includes 10K from CEU's
- Money Market account is currently holding 14K
- A CD was found in storage, which will mature in 2008.
- Ron stated two areas of concern: 1. The corporate report has not been filed because the letter was sent to the previous treasurer's house. 2. Signatures on the bank account need to be changed.

Discussion ensued.

Edward mentioned that a CPA attempted to audit the AzSRC.

There needs to be a skills set for this non-profit organization.

Ron stated that it is the AzSRC Board policy to have the President and Treasurer as signers on the bank account. He also stated that a checklist/forms needs to be made to re-enforce all the duties of the incoming officers.

Marie stated that a job description is available within the bylaws should be made available during the nomination process.

Chuck suggested that it is the responsibility of the incoming officers to understand their duties. He also suggested that the job description be placed on the web site for all to view.

Edward stated that the board members are the responsible parties and that they need to remain on task.

Ron requested that senior members of the board send him any copy of the job descriptions.

IV. Delegates Report:

Ed Thomas presented report.

Ed initially stated that according to the Bylaws, Marie is the senior delegate and should be giving this report. Ed is considered the junior delegate.

The delegates cast the first electronic vote. The vote referred to changing the AARC bylaws to extend the terms of office for the AARC President. It would change from a one to two year term. Our very own Toni Rodriguez, Ed.D. is the current AARC President!

With any proposed changes, these need to be placed on the web site. Then it needs to be placed on the AzSRC agenda for discussion. Once it is common knowledge, then a vote can be taken. The AARC needs to approve any changes.

Another item discussed was the educational requirements for RCP's. It has been proposed that all new graduates have a bachelor degree. This has many different impacts: one-year programs/two year programs offering associate degrees/effects on man-power/salary.

V. Report on Committee Activities:

A1. Annual Seminar Committee:

Ron Evans presented report.

Ron attended meeting with Cheryl Hamilton/Tammy Redasky/Alice Hinton.

The seminar will be held at La Paloma Resort on August 2 & 3, 2007. Golf-tournament will be held on August 1, 2007. Registration is available on-line for \$109/night. A 3-day pre/post seminar room rate is also available.

Vendor packets have been revised will be sent out to vendors in March.

Assignments:

Vendors - Jim Love & Ron Gonzales

Speakers – Tammy taking the lead, entire committee responsible

Golf – Rich McKee & Mike Aaker

Entertainment – entire committee, cash bar only at party

Discussion ensued.

Chuck suggested a budget for the seminar.

Michelle Williams suggested speaking with speakers & vendors soon. Call them early in the process.

Ed suggested obtaining bids on the vendor set-up. He also stated that our AzSRC Board meeting is on Wednesday August 1, not Friday August 3.

Edward agreed that bids for any contracted items are good business practice.

Also stated that local companies may contribute services free. Ex. JCLNM did printed material for the 2006 seminar at zero cost to the AzSRC.

Thirdly, Edward suggested having a “mind set” of planning. Start the planning process 2 –3 years out.

Charez mentioned that a seminar organizational book was created in 2006 and has been passed to Ron Evans & Cheryl Hamilton.

Ron reiterated that regardless of where the seminar is held/speakers utilized/

vendors represented etc...The responsibility of success or failure is that of the AzSRC. The Board should have final say and rite of refusal for any part of the seminar activities. He suggested a process of checks & balances be established. Another committee member also suggested finding sponsors for each speaker. This would significantly reduce the cost to the AzSRC.

**2. Sputum Bowl Committee:
Ron Evans presented report.**

Mark Anderson has agreed to chair this committee.

**3. Membership Committee:
Lauri Drake presented report.**

Membership information will be provided on the AzSRC web page.

A check was sent to the AzSRC from the AARC for \$2400.00 This was the highest membership check given to the AzSRC. The state society receives \$12.00/person when they join the AARC. This was achieved by seminar registration discounts, Scottsdale Healthcare System bought vouchers for employees and departments are recruiting staff to join.

Discussion ensued.

Ed stated that we have 728 active members & 296 student members.

Edward suggested that the society expand membership drive initiatives.

Ideas: Chuck – zoo drive

Charez – Competition from one system to another i.e. Banner vs. CHW

Competition from one hospital to another within the same system

Marie shared that students now as graduates do not renew their membership.

**4. Bylaws Committee:
Ron Evans presented report.**

Tabled.

**B1. Publications/Marketing Committee:
Michelle Williams presented report.**

Airways newsletter is distributed 4 times/year. Michelle suggested adding a new section - “**Did You Know?**”. Pertinent information can be highlighted within this section.

Discussion ensued.

Ed suggested posting Airways within departments. Place the AzSRC President picture within airway and place historical pictures of Respiratory Therapists on the web and see if anyone can identify the picture.

Edward inquired about the printing costs. He suggested the Michelle inquire into Drum mailing and stated that the society does have bulk mailing currently.

Marie suggested an annual philanthropist (contribution to profession) nomination.

2. **Airways:**
See B1.

3. **Web Committee:**
Ron Evans presented report.
The web site is currently functional. It can be obtained by any suffix;
.com, .org, or .edu
Any questions that are placed on the site will be forwarded to Marie.

C. **No Items**

D. **Disaster Preparedness:**
Tabled

VI. **Old Business:**

CEU Updates
Tabled due to limitation of time.

VII. **New Business:**

1. **Respiratory Links/Website**
Tabled

2. **Frank Miller Update:**
Ron Evans presented report.
1. Mary Hauf Martin stated a subpoena was sent to Grand Canyon University –
business office. These records were obtained to determine if AzSRC money was
used to pay for Mr. Miller’s tuition.
2. Dependent on the outcome of the subpoena, Mr. Evans proposed a question:
Should the AzSRC engulf the expense of obtaining a lawyer?
Criminal Lawsuit – harder to prove
Civil Lawsuit – less restrictive on proof
Estimated cost: \$2K – 20K, depending on course of action.

Discussion ensued.
Ed asked if the subpoena results would be available for the March 2007 Board of
Examiners meeting? He also inquired, if proof does exist will the Board of
Examiners take this to the Attorney General Office.
Another member of committee asked what could be done to Mr. Miller and Mr.
Bill Cohagen? Sanction each from serving on this or any other AARC Board?
Currently Mr. Miller is a representative on PACT for the state of Maryland.
Ron also asked if any AzSRC Board Member would be available to attend the
Arizona Board of Examiners meeting. Our presence is valuable and noticeable.

**A motion was made by Ed Thomas, seconded by Kathy Rineer to gather
more information regarding the cost of a lawyer and identifying what rules
the AARC may have regarding holding a office. Zero opposed. Motion
passed.**

(handout)

3. PACT Representative:

Jim Love presented report.

The next meeting is on 3/6/07 in Washington DC.

HR 621: if enacted will legally repeal the sections of the Social Security Act that now include the provision, which requires the beneficiary to own their oxygen equipment after 36 months.

Jim requested that RCP's call local representatives and 1. Identify themselves as RCP, 2. State that I support this bill and 3. Ask the representative to support this bill.

Discussion ensued.

Edward stated that RCP participation is severely lacking. Areas to address might include: communication/interest/responsibility. We need to have the typical RCP have an awareness of the importance of these bills. He also suggested that the Airways could present information on which bills the PACT is sponsoring.

4. Az Highways:

Tabled.

5. NBRC Membership/Continuing Competency Program

Tabled.

6. AARC China Trip:

Ron Evans presented report.

Ron presented a letter from Michelle Humphreys requesting funding for \$1500.00 to support a trip to China sponsored by the People-to-People Ambassador Program.

Discussion ensued.

Requesting funding from the AzSRC is not new. Although the society has not funded any of these requests. This trip is not affiliated with the AARC. This trip would not directly benefit the AzSRC. Other resources are available for this kind of opportunity. A recommendation was made for Michelle to apply to the foundation for funding.

A motion was made by Marie Fenske, seconded by Bill Sayer to deny the request for funding. Zero discussion. Motion passed.

VIII. Adjournment:

The next meeting will be held at 0900 on 5/5/2007 at Casa Grande Regional Medical Center.

The meeting was adjourned at 12:25 p.m., on Saturday 2/10/2007.