

South Dakota Society for Respiratory Care  
Board of Directors Meeting Minutes (Approved)  
**Sunday, January 17<sup>th</sup>, 2016 5:00pm CST (4:00pm MST) Teleconference**

- I. **Call to Order:** Dawn called the meeting to order @1705.
- II. **Members Present:** Dawn Rost, Sarah Schoenfelder, Dominique Hurley, Lora Bornhoft, Jordan Dykstra, Dave Hodgson, Sandy Brown, Kim Kuiper. Absent: Abby Hansen
- III. **Guests:** Greg Pekny
- IV. **Secretary's Report** – Jordan presented October 2015 Meeting Minutes. Dominique and Dawn presented corrections to October 2015 minutes. Suggested corrections made to October 2015 meeting minutes. Dominique motioned to approved. Dave seconded. Motion carried.
- V. **President's Report** – Dawn-Declined at this time due to meeting agenda.
- VI. **Treasurer's Report** – Sarah presented Treasurer's Report. Dave motioned to approved treasurer's report, Sandy seconded. Motion carried. Discussion on items to be added to the 2017 budget. Discussion on presenting the 2017 budget to the membership at the annual meeting that is in April 2016.
  - a. 2015 account balances, checking and investment account
  - b. 2015 year to date income and expenses vs budget
- VII. **Delegate's Report** – Dave highlighted items from the delegates report that was sent prior to meeting. Delegates report will be made available on the website.
- VIII. **Standing Committee Reports**
  - a. Financial Review – **no new information at this time**
  - b. Bylaws – Dawn
    - i. Consideration of review/edits to bylaws regarding term lengths
  - c. Legislative – Dawn
    - i. 2016 Lobbyist – Tim Dougherty Annual Agreement and Fee has been signed and the invoice has been received and given to the treasurer to pay.
      1. Report from Tim stated that there are not any items that would impact RTs during the 2016 SD Legislative Session but he will provide us with weekly updates.
        - a. Medicaid expansion to be talked about at the 2016 SD Legislative Session.
  - d. PACT – Char, Carleen
    - i. 2016 Dates in Washington – April 11-13<sup>th</sup>, 2016. Char and Carleen are both going to be attending the 2016 PACT as representatives of the SDSRC. Discussion on PACT representatives and if the BOD should send one or two representatives each year. An invitation will be presented Char and Carleen asking them to attend the next board meeting to discuss their thoughts and ideas.
  - e. Membership – Abby/Kim
    - i. Total Active Members 250 – 12 (as of 12/31/15) lapsed members > 30 days. .
    - ii. Spotlight RT per quarter 2016 (January, April, July, October). Dominique had headed the Spotlight RT for 2015. Discussion that as of 2016 the Spotlight RT will be the responsibility of the Directors at Large. The April Spotlight RT, Dominique will assist Kim and Abby.
  - f. Nominations-Elections –Dominique
    - i. 2016 ballot will include: President Elect (unless bylaws change), Director at Large, and Treasurer (1 year term). This will be an online vote again.
  - g. Program-Education – Dominique
    - i. 2016 Updates on vendors, program and raffle.
  - h. Website-Public Relations – Sandy
    - i. January 11<sup>th</sup> Sandy heard from Tom that he was placing the program committee information on the website. Sandy recently sent HOD report, Kallstrom Scholarship information (winners on the website but form to apply for scholarship missing), BOD Contact information to be updated, approved 2015 meeting minutes, committee information to be updated, and the Spotlight RT to be updated. Discussion on including phone numbers in the contact information of elected BOD or email only. Decision made to include email only.
- IX. **Ad-Hoc Committee Reports**

- a. Ad Hoc Committee on AARC COPD Initiative – Char no report
- b. Ad Hoc Committee on State Military Liaison – email sent to Joe Spader. No update at this time.

**X. Old Business**

- a. Lapsed Membership Phone Call Script was sent to the DSU students as a volunteer time option for them to call lapsed members. Declined by students at this time. Kim volunteered for herself and Abby to call the lapsed members and establish this role as the responsibility of the membership committee.
- b. Edits to Standing Rules-website is current with Edits to Standing Rules
- c. Facebook Page implementation-Kim setup Facebook page for SDSRC. Updates on the page. Discussion on the President Elect to be in contact with website administrator to help speed the process of information being posted to the website.
- d. 2016 Raffle Implementation – ticket sales and rules presented to the BOD. Official ticket sales to start January 27<sup>th</sup>, 2016. Each BOD to sell 10 tickets each.
- e. 2015 Donations –Check to be made out to Camp Superkids at \$400 as a 2015 donation per the motion approved in October of 2015.

**XI. New Business**

- a. Conflict of Interest forms from new board members: Sarah, Lora, Kim signed forms. Dave still needs to sign form and return to Dawn.
- b. Therapist of the Year 2016-Discussion on how to go forward with Therapist of the Year. 2015 Therapist of the Year was selected in September 2015. Annual Meeting has been moved to April 2016 until a later date. Discussion on cutting term short or extending and not having a 2016 Therapist of the Year. Lora motioned to announce 2016 Therapist of Year at the 2017 Conference. Jordan seconded the motion. Motion carried.
- c. SDSRC Bylaws – Dawn visited with Tom Cahill (bylaws chair) on the wording of the SDSRC Bylaws with changes. Bylaw changes sent to BOD for review. Dave motioned to accept revision of Bylaws. Kim seconded. Motion carried. The SDSRC Bylaws will be forwarded to the AARC Bylaws Committee for approval and submission to the AARC Board of Directors.
- d. SD Asthma Camp –The SD ALA has relocated to Minneapolis. ALA is redefining its support of the SD Asthma Camp. Marilee Kontz is the camp coordinator. Marilee contacted Dawn asking for donations of items to be made to go to SD Asthma Camp. Discussion on setting up SignUpGenius for members to sign up to donate items to SD Asthma Camp. If members do donate they would be offered an extra raffle ticket (for door prizes) at the SDSRC.
- e. Position Statement – SDBMOE Paramedic Rule Changes-Dr. R. Mortisen and Paramedic Matthew Callahan from Vermillion/Clay County EMS submitted a Petition requesting authorization for their Advanced EMTs to perform additional procedures after satisfactory completion of Board approved education and training provided by their physician medical director for the administration of the following: use of positive pressure ventilator (CPAP). It was passed unanimously. Concern over the fact that the wording does not include the wording “non-invasive ventilation”. The SDSRC is unable to submit a position statement that we would like it defined as non-invasive only because the vote has already been passed unanimously. The SDBMOE is now going to include the SDSRC president in emails so when new rules are going to be brought up the SDSRC may be aware of and can ask the advisory committee members to clarify or present position statements to the SDBMOE as needed.
- f. SDSRC Committees –Review of chair appointments, members of each, and roles of committees.
  - i. Discussion on combining Elections Committee and Nominations Committee. Currently it is separate committees. In the event that the SDSRC holds an online election, the Nominations/Elections Committee chair shall be President Elect or President or Past President due to the confidentiality of the AARC membership list. Dawn will send complete list of Committee Chairs to Tom to post on website. Public Relations/Chapter Affairs Committee Chair will be listed as the President.
- g. 2016 State Capital Christmas Tree Decorating-Jodi Hardwick contacted Dawn asking if the SDSRC would be interested in decorating a Christmas tree at the State Capital. Dawn will request more information of Jodi-specifically if the BOD is to collect ornaments versus she is to contact RT departments and collect ornaments.
- h. Leadership Conference-May 13<sup>th</sup>-15<sup>th</sup>, 2016 in Dallas. Dominique will be attending.

**XII. Announcements**

a. Next scheduled Board Meeting: Sunday, February 21st at 5:00pm CST

**XIII. Adjournment**-Dominique motioned for meeting to adjourn. Lora seconded motion. Motion carried. Meeting adjourned at 1913 CST.