

Oregon Society for Respiratory Care  
Board of Directors Meeting  
March 12, 2010  
Samaritan Urgent Care  
Albany, Oregon

Present: David Buckwalter, Cathy Melero, Paula Butcher, Jeff Beebe, Marilyn Barclay, Peter Miller, Joe Dwan, Norman Kerr, Manya Kanavalov, Mary Jo Eyler, Tim Hutchison, Al Cady.

The meeting was called order at 1000 by President Paula Butcher. A quorum was established and the agenda was approved by unanimous vote. Minutes from the meeting of February 5, 2010 were reviewed, amended and a motion was made, seconded and passed to approve the minutes of that meeting.

**Conference/Vice-President's Report:**

Jeff Moors, unable to attend sent a written report via e-mail:

**2010 OSRC Pacific Northwest Respiratory Care Conference Summary**

Dear OSRC Members,

In reviewing the 2010 conference details and the feedback, the best word that comes to my mind is WOW! We had a stellar turn-out this year for our conference in Eugene. Our final count of attendees was approximately 240 with 25% of those being students! We also had tremendous vendor support which greatly helps us with putting on the conference for our members. All of this in this trying economy; this says a lot about our members and their interest in attending our annual conference and we as your Board members give you our most sincere thanks. After all, the members are why we are here.

I would like to thank the conference attendees for all of the wonderful feedback that they provided via the CEU and feedback forms. Overwhelmingly, the attendees stated that this was the best conference in a number of years, that it was great to see the Chili Cook-Off return with a vengeance, and that they are eagerly awaiting the 2011 conference. For all of our OSRC members, we have been able to secure a number of presentations from our presenters and these have been posted to our website at [www.osrcnw.org](http://www.osrcnw.org).

For 2011, the conference returns to Portland and I am already hard at work with the beginning stages of its planning. For those of you that are unaware, the Vice-President of the OSRC Board is the Conference Chair. This means that the VP has the responsibility for organizing and planning a successful conference each year. This cannot ever be done solely and the other OSRC Board members are instrumental to the VP in accomplishing this feat. That being said, **we cannot do it alone!** The membership contributes enormously to the success of the conference and in looking ahead to 2011; I am planning on having a Conference Committee to assist me with the 2011 Conference details. This committee will be comprised of OSRC members that are interested in helping with the organization and with selecting conference presenters. This gives the membership the opportunity to be involved with the conference planning process and provides an opportunity for the membership to have its voice heard. Look for details for the Conference Committee to be posted to the website in April 2010 @ [www.osrcnw.org](http://www.osrcnw.org).

Thanks again to everyone that helped support our 2010 OSRC Pacific Northwest Respiratory Care Conference. We look forward to seeing you in 2011 in Portland!

Best,

Jeffrey Moors, RRT  
OSRC Vice-President & Conference Chair

Is there value in having the conference in different areas each year. Consensus is yes  
What's the value in having it in the same location each year. Little, hotels are looking for business  
Add Salem as a venue, keep Eugene and Portland. Marilyn, joe, norm, etc...

How about a different hotel. Both the Monarch and Valley River are looking a little ragged.  
Maybe one of the Casino's, Chinook Winds, Spirit Mtn, etc.

Marilyn made a motion to rotate the conference between Portland, Salem, and Eugene. MSC

### **Treasurer's Report:**

Jeff Beebe presented this years YTD budget. Still waiting for last report from RegOnline to finalize the budget Year-to-date.

Board members reviewed current budget overages with justifications from the appropriate members:

Overages:

120	TREASURER
330	SEC. MILEAGE
29	HOD
92	NORTH EAST
154	TREASURER
1845	MEMBERSHIP
1031	PACT
3601	TOTAL

A motion was made and seconded to approve the overages as presented. Motion passed unanimously.  
Peter Miller, Treasurer-elect was sworn in at the February 4, 2010 annual meeting. Transition of officers took place today with Jeff Beebe, outgoing Treasurer providing the society's financial records to Peter Miller who assumed the responsibilities of Treasurer at this meeting.

### **Budget 2010-2011**

The Board went over the FY 11 budget line by line for both revenue and expenses. Each line item was discussed and compared to previous years' budget and predicted changes in programs for the upcoming year. First draft of the budget came in with expenses over revenue of 4580. Board discussion reflected the perception that previous years' revenue budgets have been estimated a little low and with a balance in the bank account of \$47,167 the board felt comfortable with moving forward with the budget as presented. Motion was made and seconded to approve the budget. Motion passed unanimously.

### **Regional Director's Reports:**

Northern East: Al Cady; No report at this time.

Northern West: David Buckwalter; E-mail addresses are not quite correct for his region. David is working on improving communications within the NW region. Some members wanted more info about ECMO and expected board members to be up to speed on the issues.

Central: Carol Hardisty, Mary Jo Eyler- email addresses are not right for Central region. Rene Angstrom from Silverton hospital is interested in participating.

This brought up the point that we still need to do a more thorough review of conference responses to winnow out the members who are interested in participating in Board activities.

Note to Jeff Moors: Do you have the forms and will you go through them?

Southern: Ki Rabe, not present, no report

Eastern: Tony Garberg, No report

**Delegate Report:**

No new business since the report submitted for the December 2009 HOD meeting.

There is a new process for Delegate Certifying the credentials of the delegates. Paula will complete the online process so our delegates will be seated at the house meeting in July.

**PACT Report:**

Joe Dwan and Tony Garberg spent three days in DC, met with staff of all 7 congressmen. The AARC focus this year is on reimbursement of RT's in other venues besides the hospital. The Congressional Budget Office (CBO) appears to have rescored the bills with massive increases that are **not intuitive--2billion vs 10m over 10 years.**

COPD funding for research was another topic of discussion. Legislation is being proposed to fund COPD research to improve care over time. COPD patients accompanied the PACT members and made a good presentation to the staffers.

Outcomes: We will follow up with the congressional staff with additional information they've requested as appropriations are taking place this week. Letters still need to be written in support of HR 1077 and SB 343

**Education Committee:** Mark Stouffer, not present, but needs CEU articles for the Breath Sounds Discussion ensued regarding how the OSRC can be a conduit for educational information for members. Links on the web page can be provided to members for additional educational programs.

**Membership Committee:** Carol Hardisty reports in January there were 44 new members and in February, 26; 23 of whom are students. Carol will be traveling to schools to present the value of OSRC membership to students.

**Alternate Site Committee:** No chair, no report.

**Public Awareness Committee:** No chair, no report.

**Management Committee:** Manya Kanavolov, no report at this time.

**Nomination and Election:** Candidates are being recruited for vacant offices.

**Audit Committee:** In process. Will go to CPA soon.

A motion was made to complete the last two years' budget audited by the CPA at the same time.

**Motion made and seconded, carried unanimously.** After further discussion, a motion to rescind was made by Jeff, seconded by Tim and passed without dissent.

2008-09 budget will be audited by the CPA.

**Bylaws Committee:** Marilyn Barclay made a recommendation to have the bylaws committee meet and determine the specifics of bylaw changes and present a recommendation to the board for approval.

Tim, Linda, Marilyn, and Al will comprise the committee and work on both Audit and Elections with a recommendation at the next Board meeting in June.

**OHLA Liaison:** Marilyn Barclay; See attached report:

## The OHLA Report

The Oregon Health Licensing Agency's Respiratory Therapist Licensing Board met in Salem on Feb 12, 2010. Board members present were Bruce Kromer, Chair, Richard Larson, Mark Olson, and Marilyn Barclay. In order to save paper and time new computer notebooks were introduced for use by the board. Flash drives were available of the meeting materials for those who were interested. Unfortunately, when I accessed the flash drive there were no files. Because of that I do not have any of the usual statistics to report.

The Director of the OHLA, Randy Everitt, provided information about the various types of boards that make up the OHLA. The Respiratory Therapist Licensing Board is an advisory board; they provide guidance to the OHLA pertaining to Respiratory Care.

Katharine Lozano, Assistant Attorney General was present and provided a thought provoking analysis of the Respiratory Therapist Licensing Board's position statements. Much work must be done by the board and the staff of the OHLA. It appears the board needs to carefully define position statements and rulemaking. Position statements are used to remind or clarify, but not interpret, rules. Rule making is a prescribed legislative process.

An interesting point was made regarding the definition of "place". ORS 688.800-688.840 limits respiratory care practice settings to "any clinic, hospital, skilled nursing facility, private dwelling or other place considered appropriate or necessary..." Ms. Lozano believes the definition of place is a fixed area or spot and because of that transport is outside the scope of practice for RTs. The OHLA and RT Board will work toward repairing this oversight.

Much discussion took place regarding Polysomnographers and CPAP/BiPAP titration. Presently the rules read that a person must be licensed to titrate CPAP/BiPAP. In Oregon Polysomnographers are not licensed making it, technically, illegal for them to titrate CPAP/BiPAP. A sub-committee was formed to discuss this very important topic.

It appears that Polysomnographers are beginning the process of becoming a licensed profession

### **Scholarship Committee:** No report

### **Student Rep. Report:**

Student Representative Report:

1. Student feedback from the 2010 conference was very positive. The students loved the chili cook-off and working the donation tables.
2. Students stated that it was very well put together and much more interesting than last years speakers. This year's speakers kept most of the students attention and were more engaging.
3. Student's also thought that giving an incentive for participation of the poster board was a great idea. Some students mentioned that they would of participated if that was the case.
4. It was mentioned but not formally brought to Norma about the interaction with the first year students about interacting with the board members and the process that they should take when they participate as a student representative.

That concludes our report. If any questions or comments please forward them to either Noel or myself(Christal)

### **Old Business:**

Web site progress:

There are still website issues that need to be addressed.

Carol Hardisty made a motion to move forward with changes to get the necessary information on the website as soon as possible. Seconded by Tim Hutchison. Motion carried.  
Dave Buckwalter volunteered to work on the website starting this summer.

**Policy and Procedure Review:** Paula presented a program presenting an overview of affiliate policy and procedure manuals. We need to be working on a policy and procedure manual for the OSRC. Linda Tier has volunteered to participate on this committee. We will talk about this at the next meeting in Salem. Salem Hospital, Bldg A. 10:00 am.

**New Business:**

Credit Card: Tim Hutchison brought forward a suggestion to have an OSRC Credit Card to use for expenses related to travel. Could use a preloaded card to reduce risk. Cash flow for board members has been an issue in the past and having a card might decrease turn around time for expense reimbursement. Questions about how other affiliates handle the use of the card. How do you track non-allowed expenses such as alcohol and keep them separate. There would need to be a reconciliation of charges on the card with receipts after the fact.

The process needs to be well defined before we start to utilize the card.

Another method would be to submit an expense report for charges incurred ahead of time to the Treasurer for a check to be cut in a timely manner or to have the Treasurer have a credit card to cover the expense.

The meeting was adjourned by President Butcher at 1445

Respectfully submitted

Norman Kerr, Secretary