



# IOWA SOCIETY FOR RESPIRATORY CARE

## Iowa Society Respiratory Care Board of Directors Meeting

November 14, 2019

2800 Pierce St Suite 202-O

10 am – 2:30 pm

1. Approve August meeting minutes
  - a. Meeting called to order at 1010 by President, Cindy Duncan. Motion to approve meeting minutes from 08/02/19 by Julie Jackson, 2<sup>nd</sup> by Joel Meredith. All approved and motion carried. No discussion.
2. Roll Call / Determination of Quorum
  - a. Present: Cindy Duncan (President), Colleen Reiland (President Elect), Whitney Clausen (Vice President), Dinah Crees (Treasurer), Nicole Benhart (Secretary), Gary Smith (Senior Delegate), Julie Jackson (Junior Delegate), Larry Wagner (Director at Large), Justin Hester (District 2 Director), Jamie Bute (District 3 Director), Mica Spicer (District 4 Director), Joel Meredith (District 5 Director), Matt Eide (Lobbyist)
  - b. Absent: Patrick Stevens (Director at Large), Pamela Currie (District 1 Director), David Fuller (District 6 Director), Dr. Randall Hanson (Medical Advisor), Luanne Heemstra (PACT), Anne Stark (PACT), Peg Iverson (Public Member)
3. Guest Introduction (if appropriate)
  - a. Brooke Venema, student at St. Luke's College
  - b. Emily Phillips, student at Hawkeye Community College
  - c. Anne Hetherton, student at Hawkeye Community College
  - d. Paige Neel, student at Des Moines Area Community College
  - e. Khagen Bhattarui, student at Des Moines Area Community College
4. Reports
  - a. Treasurer- reconciliation of books
    - i. Books haven't been reconciled since 2016
    - ii. Terrorism insurance – used for protection of your building, but we don't have a building.
      1. Use Dinah's address.
      2. \$1033.00.
      3. Julie says we are not required to have terrorism insurance.
    - iii. Treasurer must be bonded, and we have to have a liability policy.
      1. Thought we had to have terrorism insurance in order to have liability policy.
      2. Dinah said we paid twice for terrorism insurance last year.



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- a. Should we have terrorism insurance? Why did we pay it twice?  
Julie- why are we paying if we don't have a building? Automatic charges on charge card.
- iv. Dinah proposes treasurer should be a 4-year position because of all the things that come with it and the exchange of information. Bonding treasurer every 2 years cost money.
  1. Julie supports moving treasurer to a 4-year term for consistency. Also proposes that every 2 years we elect a treasurer elect.
  2. Motion to change P&P to read that treasurer will serve 4 years instead of 2 years by Dinah Crees, 2<sup>nd</sup> by Larry Wagner. All approved and motion carried. No discussion.
  3. Executive community will draft the new P&P and send out to board for email vote. Switch term for treasurer from 2 year to 4 years and can serve 2 consecutive terms. Add treasurer elect position (2-year term).
- v. Still have around \$50,000 in savings and checking.
  1. Use QuickBooks for now but may want to change in future.
  2. Julie mentioned that expenses for hotel and travel are increasing for conference (HOD).
- b. President- Cindy Duncan
  - i. Goals
    1. Continue to update Policy and Procedure Manual
      - a. Changed social media policy
      - b. Medical Director- Julie will ask new, younger doctors to be medical director.
        - i. Thank Dr. Hanson for his service.
        - ii. Add responsibilities to medical director.
    2. Student AARC membership 2 students were reimbursed (\$25 each)
      - a. 2030 minimal entry will be a Bachelor of Science
    3. Website- set up a Squarespace (Amy, Cindy, Whitney)
      - a. Way cheaper than global
    4. Thanked the board for sending her and Colleen to AARC Congress in NOLA.
  - c. President Elect/Past-President- Colleen
    - i. Colleen thanked the board for sending her to AARC Congress and she is excited to get into her new role as president.
  - d. Delegates (HOD)- Julie and Gary
    - i. The "BIG List"- emailed to all.



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- ii. Revenue sharing with AARC.
    - 1. If we put a link on our website to get to AARC website to register for AARC Congress- there will be a discount and we will get money back to us for promoting AARC.
    - 2. Promo code will be sent to the President.
  - iii. Membership- hit a goal of 40,000.
  - iv. Making new legislation against vaping.
  - v. We gave \$500 to disaster relief this year.
  - vi. Push for BSRT, APRT being explored.
    - 1. Ohio State University APRT Credential Program- 1<sup>st</sup> in nation.
  - vii. Violated bylaws with elections this year.
  - viii. AARC hired a law firm that we can use if need be – reduction in cost if used.
  - ix. Change of when annual business meeting is held- currently 2<sup>nd</sup> morning of congress.
  - x. Automatic credit card renewal for membership.
  - xi. Minnesota is the first state closest to us that is moving toward RRT minimum- just need one more signature.
  - xii. NBRC- can only retake exam so many times before a wait will go into effect starting January 1<sup>st</sup>, 2020.
    - 1. NBRC will start assessment questions- determine how many CEUs you have to submit.
    - 2. NBRC working on offering a Pulm COPD credential.
  - xiii. Julie to email the information to Whitney to put on the website.
  - xiv. Don't offer discount membership at conference because people only stay on long enough for discount then don't renew.
  - xv. Julie won Delegate of the Year Award at AARC Congress in NOLA.
  - xvi. Gary's last meeting as HOD.
- e. Directors at Large- Elections
- i. Results:
    - 1. Vice President- Curtis Clark
    - 2. Secretary- Jamie Bute
    - 3. HOD- Mica Spicer
    - 4. Director at Large- Patrick Stevens
    - 5. District 1 Director- Ashley Schneider
    - 6. District 3 Director- Chad Kallbrenner
    - 7. District 5 Director- Nicole Benhart



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- f. Motion to accept/validate election results by Julie Jackson, 2<sup>nd</sup> by Whitney Clausen. All approved and motion carried. Discussion about elections: fix nomination form and take nominations in April- make announcement at Lung Conference.
- g. District Directors
  - i. District 3 Director- Jamie voiced concerns
    - 1. Lots of calls from students, instructors, and employers about delay in licenses post-test.
    - 2. Have a reduction in staff in licensure department and that person was on vacation.
    - 3. Julie suggests physically sending a letter from our board to licensure board about our delays and issues.
    - 4. Jamie suggests adding legislation that says students can work 30-60 days post-test.
    - 5. Start email chain- Julie will conduct email that will go to employers and instructors about delay and what to do.
    - 6. Motion for IaSRC to send a letter to the Iowa Department of Legislative about licensure delays by Jamie Bute, 2<sup>nd</sup> by Colleen Reiland. All approved and motion carried. No discussion.
  - h. Vice President
    - i. No report
  - i. Secretary
    - i. No report
  - j. Lobbyist- Matt
    - i. January- May = action at the capitol
    - ii. Republicans have control of the House and Senate
    - iii. Pat Grassley- is a budget hawk and introduced licensure against respiratory
    - iv. Keep eye on losing licensure for RT/Sleep- battling again this year
    - v. Julie asked Matt what we can do to prepare now?
      - 1. Letter to committee chairs that are over our jurisdiction. If we craft the letter, Matt will send to appropriate people. Matt will start letter and send to Julie.
    - vi. Do we set up a legislative breakfast?
      - 1. Matt will find a date and get back to us.
- 5. Budget- emailed to all.
  - a. HOD summer and winter expenses have gone up.
  - b. Look for new election site security.
  - c. Took budget out for president elect.



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- d. Campaign to students more.
  - i. Budget 2 students to go to HOD.
- e. Motion to approve budget by Larry Wagner, 2<sup>nd</sup> by Colleen Reiland. All Approved and motion carried. No discussion.
- 6. Adjournment / Next Meeting
  - a. Motion to adjourn meeting at 1320 by Larry Wagner, 2<sup>nd</sup> by Jamie Bute. All approved and motion carried. No discussion.
  - b. Next meeting TBA by our new president, Colleen Reiland.

Respectfully Submitted by:

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Nicole Benhart, 2019 IaSRC Secretary

Reviewed and Approved by:

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Cindy Duncan, 2019 IaSRC President