



Pennsylvania Society for Respiratory Care Inc.
September 07, 2023
3rd Quarter 2023 Board of Directors Meeting

- **Call to Order**
 - PSRC President Matthew Pavlichko called the September 07, 2023 Third Quarter PSRC Board of Directors Meeting to order at 9:07 AM.
- **Attendance • Quorum**
 - Attendance was taken and a quorum was present (see attached attendance list).
 - Secretary, Nichole Campbell excused with proxy to District Director-Central Sheila Merrill
 - Treasurer, Tony Rupert excused with proxy to Eileen Censullo
 - Legislative Chair Jefferson Mixell will serve as a Parliamentarian for the meeting.
- **Approval of Minutes from June 30, 2023 Second Quarter BOD meeting**
 - *Junior Delegate Natalie Napolitano made a motion to approve the minutes. Second by Senior Delegate Gail Varcelotti.* Discussion regarding completing the minutes need to be completed on time. Agenda items to be received to the President/Secretary in a timely manner. **The minutes approved unanimously with no changes to minutes.**
- **Connect to Purpose**
 - Mr Pavlichko expresses his appreciation to Neonatal/Pediatric Director at Large Jennifer Erkingen and Mr. Mixell for leading the charge for the conference!
 - Mr Pavlichko thanks the PRRC for hosting the Professor Rounds.
- **Board of Directors Reports**
 - **Director of Operations**
 - Attending Taco Tuesday with Executive Committee
 - June Webinar “Forgiveness” completed by adding Non-Traditional Courses to August Webinar..
 - August Webinar 193 Attendees.
 - AARC members: ~2850
 - September Conference
 - Bulk of time developing C-Vent App
 - Attending Conference Monday Meetings
 - Multiple sessions with C-Vent with development of August and September programs
 - **President:**
 - Elections and nominations, placing a nomination box at the PSRC table at the conference: Directors at Large, Treasurer-Elect (prior board experience). Nominations for Director at Large need to be in a specific section.
 - Elections and nominations will be placed on the website as well.
 - Google Drive: issue with accessing at work.

- Should we consider using Microsoft Office 365, however some have difficulty with meeting invites.
- Consider “BOX” for file storage.
 - Director of Operations Linda Cornman should inquire about BOX with C-Vent.
 - Does BOX have ability to edit documents.
 - Can more than one person be in a document at a time.
- Consider OneDrive.
- What is the next step? Mr Pavlichko assigned Treasurer Tony Ruppert to research platforms for storing documents. Due by 4th Quarter Board Meeting 2023.
- Social Media:
 - Creating a hashtag for pictures from conferences.
 - Mr Pavlichko encouraged all Board Members to snap pictures.
 - Ms Cornman works with Facebook, but does not have passwords.
 - Mr. Pavlichko will sit with Jefferson to discuss bylaws.
- **Secretary**
 - Continue to meet Bi-Weekly with Ms Cornman and Mr Pavlichko with “Monday Quarterback Meeting”.
 - Elections and nominations committee meeting this quarter
- **President-Elect**
 - Working on exhibitors for the conference
 - Audit committee met. Audit for entire year books are complete and on Google Drive.
 - PSRC Credit Card
 - PSRC Paypal
 - Mr. Pavlichko asked President-Elect Eileen Censullo:
 - “What does the 2024 budget look like?”
 - Lobbyist needed for compact licensure.
 - RFPs needed. Consider completion by October 31st.
 - Legislative Committee
 - Should consider Lobbyist who has experience with our needs.
 - PRRC/LARS subscription. Mr. Pavlichko is designing.
 - Sponsorship on website, webinars, etc.
- **Vice President**
 - Finalized Award Committee Job description. Available on Google Drive..

- 2023 Award submissions will be sent out in the next couple months and need to increase submissions.
- Awards page is reformatted and updated on website: <https://www.psrc.net/psrcawards>
- Need to add descriptions to some awards listed on PSRC website.
- Need to develop a best practices document to support award submissions
- Need updated CV when nominated for awards.
- Board of Directors should submit their CVs when nominated.

- **Delegate**
 - Attended Summer HOD Meeting in Fort Lauderdale on July 18th and 19th, minutes not received yet.
 - Resolutions submitted by PSRC were approved and sent to the Board. Board action on 2 out of 3 resolutions approved by HOD and sent onto the Board.
 - Resolved that the AARC executive office explore finding a web developer and management company and then negotiate a cooperative price that state affiliates can purchase service from for maintaining their webpages.
 - Resolved that the AARC Board of Directors convened a committee to determine and develop a position statement regarding recommended curriculum to be included in each level of Respiratory Therapy Education Programs (Associate-Doctorate) related to evidence-based medicine, quality improvement, and research.
 - Topic discussed at HOD summer meeting
 - List in powerpoint
 - Financial reporting within business agreement, AARC is speaking with lawyers to see what is needed
 - Special Recognition Awards were mentioned.

- **Resolutions to discuss and seek PSRC BOD approval to submit for December:**
 - 1. Resolve that the AARC reevaluate the sponsoring organization to: (1) Determine if they are still needed, and if so, expansion of the sponsoring organizations to include SCCM, AAP, and Society for Hospital Medicine as sponsoring organizations, or (2) dissolve the sponsoring organizations and reevaluate, if necessary, the charges/goals of BOMA.

If (2), ensure representation from PCCM (SCCM), Neonatology (SSP), and Hospitalists (SHM).

Ms Napolitano made a motion to move the first resolution through.. Second by Ms Censullo. No further discussion. Resolution moved forward with a unanimous vote.

2. Resolve that the AARC create a taskforce to explore the landscape and needs of the RT's within industry.

How many and what they do within industry as well as what services they would want from THEIR national organization as RT's. Should remove the scarlet letter from RT's within industry.

Promoting Respiratory Therapists even if not clinically based.

Central District Director Sheila Merrill motioned to move the resolution through. Seconded by Ms Erkinger. No further discussion. Mr Pavlichko abstained from voting secondary to conflict of interest. **Resolution moved forward with a unanimous vote.**

Next 2 resolutions are being presented after a discussion on behalf of a HOD officer (can not author a resolution)

Ms Napolitano motioned to move the resolution (3) through. Seconded by Ms Merrill. No further discussion. **Resolution moved forward with a unanimous vote.**

3. Resolve that the AARC explore ways to work with Premiere, Vizient, CHA, and other consulting groups to incorporate the Safe and Effective Staffing Guidelines as the standard for RT productivity

Ms Napolitano: Unsure if Premiere and Vizient provide these services.

- *Per Mr Juby and Mr Mixell, both companies provide this service.*

Discussion: AARC resolution to incorporate Safe and Effective Staffing Guidelines, CHA recommendations. Staffing, Adverse events, Evidence based practice. Concern: why hasn't this happened, unknown if it has. If passes, PA resolution, it is recommended PA should be on this committee if able.

Ms Napolitano motioned to move resolution (4) to the floor. Seconded by East District Director Melissa Thornborough. No further discussion. **Resolution moved forward with a unanimous vote.**

4. Resolve that the AARC explore ways to work with EPIC, Cerner, and other EMR companies to build tools for RT productivity using the Safe and Effective Staffing Guidelines into their EMR systems.

Discussion: Director at Large Josh Good and Mr. Pavlichko volunteer to be on this committee

AARC level can create a potential problem (EPIC hospital) management/tech people.

If one resolution (3 or 4) is accepted and the other not, will not conflict with each other.

- Best practices:

- All in One program
- Awards.
- Will wait until the spring meeting to discuss the All in One program. Wait until 2024 for Best Practices.
- Ms Varcelotti will put bullet points on Google Drive.
- Ms Varcelotti and Ms Napolitano attended Diversity and Exclusive Training at Summer Forum.
 - How do we get members involved?
 - Invitation on website to our Board Meetings, especially since it is virtual.
 - Survey members regarding the PSRC diversity.
 - Could be a potential research project.
 - PRRC Involvement.
 - Include City/Zip Code to determine what District the members are within.
- **Treasurer**
 - Statements are available on google drive
 - Overseeing and documenting conference vendor payments
 - YTD Snapshot attached on powerpoint
 - Audit Committee met
 - PSRC Credit Card now available with \$5000 credit limit
 - Tax exempt; reapplication due mid October
 - Budget planning to start after 3rd quarter BOD meeting
 - Meeting with HOSA executive director for PA.
- **Conference Committee**
- **District Directors:**
 - **East:**
 - Conference Planning Committee

- PSRC table
- Promote PRRC with barcode
- Map to see where individuals are from

- **West:**
 - No new report
 - Working with West District Director-Elect Amy Pascarella to determine when onboarding can be completed for the West District.
 - Mr Pavlichko and West District Director Christine Gluvna to work together to meet with Ms Pascarella.
 - Signed up for 3 slots for PSRC table at conference.

- **Central:**
 - Contribution to the speaking database is ongoing.
 - Education and Membership Committee-On-Going
 - LARS
 - Continued weekly work with Mr. Good for LARS Content and Meetings, weekly.
 - Mr. Good's second term is ending, a replacement for co-chair is needed. Suggestions (Mr. Good can be re-appointed). Keep in mind during the conference for suggestions.
 - LARS job description has been drafted and placed in google drive, needs to go for approval

- **Director-at-Large:**
 - **Neonatal/Pediatrics:**
 - AARConnect Neo/Peds Section re
 - Virtually met with members of AARConnect to help guide in the right direction with transitioning home vent.
 - Preparing for a lecture at Congress 2023.

 - **Adult Acute Care:**
 - Obtained one speaker for October webinar. Still need to find 3 others.
 - Mr Juby is looking to other speakers.
 - October topic is Adult Critical Care
 - Date is Wednesday of Respiratory Care Week

 - **Leadership/Management:**
 - LARS majority of time.
 - Meeting weekly for the last 2 months to get presentation ready for Spooky Nook Conference.

- Monthly meetings completed
 - August AARC staff
 - October to discuss Respiratory Care week
 - Updated version of charter in Google Drive and in PPT. May need make a few updates.
- **Committees:**
 - **Audit, Budget, and Investment Committees**
 - **Awards Committee**
 - Fellows nominations
 - Multiple nominations (1 a fellow)
 - Spotys – specialty sections, member of section and person nominating needs to be part of the section.
 - **By-Laws**
 - Need to wait for Policy and Procedures to be updated-
 - **Education**
 - Presenting at Conference
 - Continuing to make update Educator list
 - Signed up to man the PSRC table
 - Will review feedback from the educator seminar
 - Committee Job description added to the Google Drive
 - **Nominations and Elections**
 - Mr Pavlichko's expectations of BOD, everyone is active on the board and submit at least one nomination
 - **LARS**
 - Update under District Director Central – Sheila Merrill
 - Update under Director at Large –Leadership/Management
 - Co-Chair: suggestion to be a leader rather than educator (leader within Respiratory)
 - Suggestion: Dana Novotny – 2 meetings monthly at minimum (also meeting weekly now)
 - **Legislation and PACT**
 - Legislative committee – Karsten

- Lobbyist needed with experience
- RFP's next month (Oct 31)

- **Judicial**

- **Membership**
 - Diversity and occlusion plan
 - Start a survey (add city & zip code) to address different districts
 - Add board meetings to the website,

- **Public Relations**

- **PRRC**
 - Manuscripts in Progress
 - Primary Leadership Survey-Quality Metrics
 - Comparison of Associates and Bachelor New Graduates
 - Student Outreach
 - Several different schools
 - Looking for volunteers
 - New Project Ideas
 - Statewide Journal Club-targeting Q3 with Pediatric Topic and Q4 with Adult topic
 - October meeting
 - Meeting with Virginia State Society to collaborate the Journal Club.
 - Website Proposal
 - Request to put research on website
 - Studies site are password protected, AARC membership to get this information
 - Add resources from RESPIRATORY CARE journal.
 - Students that are tech savy? To help refresh and add additions to PSRC Website
 - AARC standardized website, December will have more information
 - PRRC & LARS
 - Subscription – submitted a written proposal
 - Payment through the site, for this mentorship. AARC members and Out of State members
 - LARS Steering Committee should have at least one member from each state, to get more information and assist with LARS meeting.
 - Individual wants to join LARS vs Statewide Collaboration.

- Whole state want to join? Different prices for both, what are they looking for? (Board will need to provide leadership, etc.)
 - Big cooperative agreement will look different for PRRC & LARS
 - Individuals want to be part of both groups. What will this look like?
 - Do we have enough information to build a toolbox (made lectures, how to set up.... Etc,) selling as a toolbox, and subscription.
 - Individual agreement to start the process:
 - PRRC or LARS Out of State AARC Membership \$20.00
 - PRRC or LARS Out of State Non-AARC Membership \$40.00
 - Both PRRC and LARS Out of State Membership \$30.00
 - Both PRRC and LARS Out of State Non-AARC Membership \$60.00
- **New Business:**
 - **No New Business.**
- **Meeting Adjournment:**
 - There being no further business, *at 12:10 pm Ms Napolitano made a ***motion to adjourn the meeting. Ms Merrill seconded motion. A vote was taken, and the motion carried unanimously.****



Pennsylvania Society for Respiratory Care Inc.
Thursday, September 7, 2023
Third Quarter Board of Directors
Meeting Attendance

President	Matthew Pavlichko	Present
President-Elect	Eileen Censullo	Present
Vice President	Jerin Juby	Present
Treasurer	Tony Rupert	Absent: Proxy Eileen Censullo
Secretary	Nichole Campbell	Absent : Proxy Sheila Merrill
Secretary-Elect	VACANT	–
Senior Delegate	Gail Varcelotti	Present
Junior Delegate	Natalie Napolitano	Present
District Director-East	Melissa Thornborough	Present
District Director-East Elect	Melissa Ash	Absent
District Director-Central	Sheila Merrill	Present
District Director-Central Elect	Shelia Merrill	Present
District Director-West	Christine Gluvna	Present
District Director-West Elect	Amy Pascarella	Not Present
DAL-Neonatal-Pediatrics	Jennifer Erkinger	Present
DAL-Acute Care	Brad Rogers	Present
DAL-Management	Josh Good	Present
Director of Operations	Linda Cornman	Present
Audit Committee	Tony Rupert	Absent
Awards Committee	Jerin Juby	Present
Budget Committee	Tony Rupert	Absent
By-laws Committee	Natalie Napolitano	Present
Education Committee	Jennifer Erkinger/Jefferson Mixell	Present/Present
Election Committee	Nicole Campbell	Absent
Investment Committee	Tony Rupert	Present
Judicial Committee	Sheila Merrill	Present
Legislative Committee	Jefferson Mixell	Present
Legislative Consultant	On Hold	--
Medical Advisor	Dr. Jessica Boehmler	Absent
Membership Committee	Brad Rogers	Present
Public Relations	Jennifer Erkinger	Present
Research-PRRC Committee	Amanda Nickle/Ann Donnelly	Present/Present
Sputum Bowl	Melissa Thornborough	Present

