



Pennsylvania Society for Respiratory Care Inc.
December 13th, 2022
December Board of Directors Meeting
Virtual Webinar

- **Call to Order**

- PSRC Secretary Linda Cornman called the December 2022 PSRC Board of Directors Meeting to order at 6:03 PM.

- **Attendance · Quorum**

- Attendance was taken and a quorum was present (see attached attendance list).
- President Matthew Pavlichko has proxy for Delegate Gail Varcelotti and Immediate Past President Margie Pierce.
- Welcome Guest: Jefferson Mixell
- Welcome newly elected Board of Directors Members:
 - President-Elect: Eileen Censullo
 - Vice President: Jerin Juby
 - Secretary-Elect: Nichole Campbell
 - Junior Delegate: Natalie Napolitano
 - East District Director-Elect: Melissa Ash
 - Central District Director-Elect: Sheila Merrill
 - West District Director-Elect: Amy Pascarella
- Natalie Napolitano will be Parliamentarian for meeting.

- **Approval of Minutes**

- **Approval of Minutes from Emergency November 2022 Board of Directors Meeting**
- *Central District Director Sheila Merrill made a motion to approve the minutes. Second by Vice President Eileen Censullo. The minutes were approved unanimously.*
- *Ms Cornman to update Brad Rogers email for distribution of minutes.*

- **Thank Yous and Good Stories**

- Mr Pavlichko sent appreciation to Director of Operations Kaitlin Hannigan and Ms Cornman for their help.
- Mr Pavlichko was honored to be with Ms Varcelotti at House of Delegates at AARC International Conference.
- Ms Hannigan thanked Treasurer Tom Lamphere for his help with end of Licensure Year and All in One registrations.
- Ms Napolitano thanked Mr Lamphere and Ms Hannigan for the emails regarding renewal.
- Mr Pavlichko thanked Mr Lamphere for all his service with the PSRC in light of his resignation from Board of Directors.

- **Review of Phone / E-mail / Executive Committee Votes**

- Nothing at this time.

- **Director of Operations**
 - Next Webinar - Friday, December 16, 2022 from 9am-1pm
 - Safety and Ethics will be offered.
 - 250 registered.
 - Member correspondence
 - Event Certificates
 - AARC Transcript issues
 - Renewal Requirements
 - All-in-One 2023-2024 Enrollment now open
 - Option to sign up for one or two years.
 - Processing recorded courses.
 - Working on recorded courses from September webinar and Acute Care webinar
 - **Volunteers needed** to create post-tests - will give CEUs for the help!
 - Award Nominations now open - deadline is February 28, 2023.
 - One nomination received.
- **Executive Committee**
 - **President:**
 - Immediate Needs:
 - Treasurer Resignation
 - Multiple discussions regarding with who will fill the position.
 - Important position and needs to be filled with someone with Board of Director experience per By-Laws.
 - Conversations with past Board Members or shuffling Board positions to fill position.
 - Mr Pavlichko will be meeting with Ms Censullo, Ms Napolitano, Mr Lamphere and Ms Cornman to discuss filling Treasurer position.
 - 2023 Parliamentarian
 - Ms Napolitano has been gracious in offering her experience for the 2022 Board of Directors meetings.
 - PRRC Co-Chair Amanda Nickel and Judicial Committee Member Jefferson Mixell are not Board Members and are possibilities for filling the Parliamentarian role for 2023.
 - **Immediate Past President**
 - NBRC Response at House of Delegates
 - More RTs.com
 - Need to fill seats of current programs.
 - Programs are opening, but we need to fill seats of all programs.
 - Mr Pavlichko is looking to Education Committee on Action Plan on how to fill seats and how do we spread it out.
 - Survey completed regarding RRT for Licensure by Immediate Past President Margie Pierce with an overwhelming response of 87% Respiratory Therapists agreed RRTs for Licensure.
 - What would the response be post-pandemic?
 - Mr Pavlichko to ask Ms Pierce to re-survey PA Leader in Respiratory Care.

- NBRC will not eliminate CRT exam until majority of States are utilizing the RRT for Licensure.
- Mr Pavlichko is looking to Education Chair Christine Gluvna, Ms Merrill, Director-at-Large Acute Care Brad Rogers, Ms Nickel and Ms Napolitano to look at Committees on how to get more seats filled.
- AARC is going to give a Playbook on how to work get RRT Program seats filled
- Ms Merrill and Director-at-Large Josh Good to look into what is the Action Plan for eliminating non-value work.
- Mr Pavlichko is submitting a proposal to AARC for Summer Forum or Congress to discuss how to eliminate non-value work.
- **Vice President:**
 - Awards are now open until February 28, 2023
 - Vice President/Awards Chair will receive a list of submissions from Ms Hannigan at the beginning of March.
 - Awards Committee will review in March.
 - Jot Form for Awards was edited to include all the criteria for each individual Award
 - Ms Censullo thanked Ms Hannigan for her work with creating Jot Form to include Award Criteria.
 - All Board Members should spread word regarding Nomination Period is open.
 - Mr Pavlichko feels that this could be submitted for Best Practice to AARC.
- **Treasurer**
 - Audit is completed for 3rd Quarter.
 - Updated Budget 2023 reviewed.
 - See Google Drive for Updated Budget
 - **Mr Pavlichko asked Treasurer Tom Lamphere to report out on the year end financial position of the PSRC.**
 - **Treasurer Lamphere reported that an independent review of the PSRC finances has been completed by Spear Coyne, an independent public accounting firm. Report found the PSRC financial statements to be in compliance with generally accepted accounting principles. Additionally Mr Lamphere reported that the organization is in solid financial standing.**
- **Secretary**
 - Meeting Minutes and Agenda have been completed.
 - Attaching to documents to Calendar Invite.
 - Ms Cornman requesting all Minutes and Meeting Notices to be posted on Website.
 - Ms Cornman asking all Board and Committee Chairs to review the Officiary for accuracy.
- **Delegate Report:**
 - Apology to BOD for not being able to attend the 12/13/2022 meeting
 - Recommendation to return to live quarterly BOD meeting within the next year with off months have a summary meeting if needed. (please read my comments in the speaker note area)
 - Kudos to Mr. Pavlichko for his Best Practices presentation at the HOD, Well done and well received.
 - The speaker's notes area of this PPT “slide” include several HOD points I wanted to make sure I share with the PSRC BOD
 - Attached to compliment my comments are the following items from the HOD meeting including the minutes.
 - HOD Minutes Winter 2022

- Government Affairs Report to HOD
- HOD Resolution # 67-22-4
- Best Practices in progress
 - PRRC 2023: Ms Napolitano and Ms Nickel.
 - Education Committee 2023: Ms Gluvna
 - All-in-One 2023: Ms Pierce and Mr Lamphere
- Compact licensure committee – Natalie
- **Director-at-Large Acute Care**
 - Last Webinar went well, hearing good reports from physician speakers.
 - Will begin working with Laurel Business Institute (LBI) in Uniontown area.
 - Students were accepted into LBI from PCI after program closed.
 - Mr Rogers will his students through until graduation.
- **Director-at-Large Neonatal/Pediatrics**
 - Contribution to speaker database (2/year minimum) - on going (4)
 - Contribution to webinars (June and September) - Completed (speaker/facilitator)
 - Social media posts to the Public Relations Committee- submitted/ongoing (3)
 - Submit nominations for Board positions - Completed
 - Facilitated in person neo/peds conference at Penn State Health Hershey
 - Spoke at LVHN, PSRC and PSHCH webinars/conference
- **Director-at-Large Management**
 - Most of work being done is with LARS
 - Working on “List” for Managers, Directors, Leaders in the State
 - Goal will be for this to be done and live on Google Drive for PSRC use.
 - Working with Ms Merrill to Evaluate the Mission and Vision of PSRC
- **District Director-East**
 - East District Director Melissa Thornborough absent for meeting.
- **District Director-Central**
 - Contribution to speaker database (2/year minimum) - On going, have submitted one to database.
 - Contribution to webinars: October- completed
 - Worked with Mr Rogers. Contributed a Mansfield graduate.
 - Continue working weekly on LARS content: developed schedule for calendar year 2023
 - Submitted for 2023 BOD nominations: complete. Nicole Campbell
 - Maintain directory/contact info of hospital, LTAC, rehabs, homecare leaders - limited- no list was passed down.
 - Excited for it to live in the Google Drive for all BOD members.
 - I presented “Respiratory Therapy as a Career Option” to 5 First Year Seminar college courses (freshman) at Lock Haven and Bloomsburg Universities in November 2022.
 - Plan to continue presentations to fill seats in Respiratory Programs.
- **District Director-West**
 - Contribution to speaker database (2/year minimum) - Ongoing
 - Contribution to webinars (**September & December**) - December webinar speakers secured and registered. I will be updating script and moderating December webinar.
 - 4 Social media posts to the Public Relations Committee - Ongoing
 - Submit nominations for Board positions – Completed.
 - Will help on-board newly elected District Director.
 - Maintain directory/contact info of hospital, LTAC, rehabs, homecare leaders - Ongoing
 - Attend LARS Webcasts and participate as needed - Ongoing
 - Education Committee Job Description draft is in Google drive and ready for BOD review.

- **Committees**
 - **LARS Committee**
 - Working on Agenda for CY 2023
 - Focusing on 3 items
 - Education
 - Leadership
 - Research/Evidence Based Practice
 - “Unfinished Business”
 - Mentorship conversation
 - Improved relations with Physician Medical Directors
 - EBP Workshop-in person
 - RT shortage----2 options
 - INCREASE PEOPLE
 - DECREASE WORK
 - Or THIRD OPTION—ARE WE EVEN DOING THE RIGHT WORK
 - How to advocate for RT’s to do the right work, at the right place at the right time
 - We need to increase value added work vs revenue generating work. Adding value to our institutions.
 - Ms Merrill and Mr Good meet every Saturday AM to plan out future LARS events.
 - Ms Merrill mentioned that the January 20th, 2023 speaker for LARS meeting will be Kaitlyn Burr discussing “Safe and Effective Staffing Guidelines”.
 - Will advertise ahead of time and hoping to get more leaders involved in state.
 - **By-Laws Committee**
 - Nothing to report at this time.
 - Upcoming changes that will need to be discussed in upcoming meetings.
 - **PRRC**
 - Leadership Survey
 - Drafting Manuscript by PRRC members
 - New project idea to build on existing data
 - No updates, but making a priority for 2023
 - Student Outreach
 - Curriculum created in 2021
 - Conversations occurred with CCP, WCU, GMU, TJU, Guthrie
 - Spring and Fall 2023, stay tuned for presentations
 - New Project Ideas
 - Evidence based review of RT procedures
 - Leadership Structure survey
 - Statewide Journal Club
 - Quarterly Virtual Meetings
 - PRRC Research Symposium
 - November 17, 2022
 - 7 Abstracts presented
 - 2 abstracts presented by GMU students
 - Tentative Presentation “Best Practices” for HOD at Summer Forum 2023
 - Next Meeting: March 15, 2023
 - In Person at Hershey Medical Center
 - 2023 PRRC Committee Co-Chair needed.
 - **Elections and Nominations**
 - Positions up for Elections in 2023

- Treasurer
 - Vice President
 - Directors-at-Large
- **Legislative and Judicial Committees**
 - Mr Pavlichko to discuss with Mr Mixell where he can take the Committee.
- **Public Relations/Social Media**
 - Ms Hannigan has made great improvements in the PSRC Website.
- **Sputum Bowl Committee**
 - Plans of a Sputum Bowl in 2023
 - Only have a Student Student Bowl if teams are registered by July 2023
 - Mr. Lamphere will assist committee
- **Calendar of Events**
 - Please review Calendar of Events located in Google Drive.
 - Orientation Meeting, January 30th, 2023 at 6 pm-8 pm.
 - Webinar 2023 Assignments
 - Saturday, February 25th, 2023 at 9 AM to 1 PM
 - Acute Care with Safety
 - Ms Thornborough and Ms Ash
 - Wednesday, April 26th, 2023
 - Ms Cornman and Ms Campbell
 - Friday, June 9th, 2023
 - Ms Gluvna and Ms Pascarella
 - Saturday, August 12, 2023
 - Diagnostics/Sleep/Homecare
 - Ms Merrill, Ms Varcelotti, and Mr Jubin
 - Tuesday, October 24th, 2023
 - Mr Rogers and Ms Censullo
 - Friday, December 8th, 2023
 - Neonatal/Pediatrics
 - Ms Erkinger and Ms Napolitano
- **Strategic Plan: 2023 and Beyond**
 - True North Concept: What should we be doing? What is the purpose of the PSRC and what does Perfect look like?
 - PSRC Key Drivers and ALL of these work together to meet the AARC Strategic Plan.
 - Leadership (LARS)
 - Education (Education Committee)
 - Evidence-Based Medicine (PRRC)
 - Membership Focus
- **2023 PSRC Board of Directors Structure**
 - Director of Operations-Ms Hannigan
 - Elected Officials
 - President: Mr Pavlichko
 - President-Elect: Ms Censullo
 - Vice President: Mr Juby
 - Secretary: Ms Cornman
 - Secretary-Elect: Ms Campbell

- Treasurer: TBD
- Senior Delegate: Ms Varcelotti
- Junior Delegate: Ns Napolitano
- District Director East: Ms. Thornborough
- District Director East-Elect: Ms Ash
- District Director Central: Ms Merrill
- District Director West: Ms Gluvna
- District Director West-Elect: Ms Pascarella
- Director at Large Acute Care: Mr Rogers
- Director at Large Neonatal/Pediatrics: Ms Erkinger
- Director at Large Leadership/Management: Mr Good
- **Swearing in of new board members:**
 - President-Elect: Eileen Censullo
 - Vice President: Jerin Juby
 - Junior Delegate: Natalie Napolitano
 - District Director-Central: Sheila Merrill
- **In Person Conference 2023**
 - In 2023, do we need to have an in-person conference?
 - Must remain budget neutral.
 - How many in 2023? Location, Harrisburg? Center of state is State College, but a hard location.
 - Need to obtain Insurance, immediately.
 - Conferences take a lot of work. Will need a commitment from the WHOLE Board of Directors.
 - Possibility to hold in September 2023

A motion was made by Ms Merrill to move Having an In-Person Conference in 2023 to floor for discussion. Seconded by Ms Napolitano.

- *Mr Lamphere mentioned that it is important to have a person in charge and run the event.*
- *Mr Lamphere mentioned the risk with the rising respiratory illness.*
- *Ms Erkinger and Mr Mixell reviewed some places to hold conferences in Hershey with costs. Trying to get a head start.*
- *Ms Napolitano mentioned committee that formed at other meeting.*
- *Ms Napolitano thought a consideration should be for smaller strategic events, to start. Showing membership value.*
- *Ms Pascarella mentioned reaching out to vendors, now, to see their interest in Live Conference. Also, considering a central location.*
- *Mr Mixell mentioned “Three Day” Event to include Research Day and 2 days of conference. Testing this type of event, would be wiser to start small.*
- *Ms Gluvna stated the Board needs to consider the location closer to Board Members secondary to preliminary work leading up to the conference.*
- *Ms Gluvna wondered if we should wait until the second year of our licensure cycle to obtain better attendance to our first live event.*

- *Mr Pavlichko suggested Mr Mixell and Ms Erkinger give a summary at the Orientation Meeting.*
- *Mr Good suggested surveying membership. Do they want CRCEs? Do they want connecting with members?*
- *Mr Pavlichko asked about the research of venues from Mr Mixell/Ms Erkinger's search.*
- *Mr Rogers feels we need to hit a location with low membership. Also consider offering a hybrid to offer each side of state the opportunity to have a live event.*
- *Mr Juby suggested an East and West one day conference this year with a BIG statewide multi-day conference.*

Further discussion needed, Motion is tabled until January Orientation Meeting on January 30th at 6 PM to 8 PM.

- **Old Business:**

- **Medical Director:**

- Mr Pavlichko still working on Medical Director.

- **Next Steps:**

- Apex applications due 12/15/22.
- Request for AARC Proposals due 1/6/23.
- Award Nominations 2/28/23
 - All Board Members to submit one nomination.

- **Meeting Adjournment:**

- *There being no further business, at 8:20 pm by Ms Censullo made a **motion to adjourn the meeting.** Ms Napolitano **seconded motion.** A vote was taken and the motion carried **unanimously.***



Pennsylvania Society for Respiratory Care Inc.

Tuesday December 13th , 2022

Board of Directors December Virtual 2022

Meeting

Meeting Attendance

President	Matthew Pavlichko	Present
Past President	Margie Pierce	Excused Proxy Mr Pavlichko
Vice President	Eileen Censullo	Present
Treasurer	Thomas Lamphere	Present
Secretary	Linda Cornman	Present
Senior Delegate	Vacant	---
Junior Delegate	Gail Varcelotti	Excused Proxy Mr. Pavlichko
District Director-East	Melissa Thornborough	Excused
District Director-Central	Sheila Merrill	Present
District Director-West	Christine Gluvna	Present
DAL-Neonatal-Pediatrics	Jennifer Erkinger	Present
DAL-Acute Care	Brad Rogers	Present
DAL-Management	Josh Good	Present
Director of Operations	Kaitlin Hannigan	Present
Audit Committee	Jay Salyer	Absent
Awards Committee	Eileen Censullo	Present
Budget Committee	Thomas Lamphere	Present
By-laws Committee	Natalie Napolitano	Present
Education Committee	Christine Gluvna	Present
Election Committee	Renee Wunderley	Absent
Investment Committee	Margie Pierce	Excused
Judicial Committee	Margie Pierce	Excused
Legislative Committee	Margie Pierce	Excused
Legislative Consultant	The Winter Group: Angie Armbrust	On Hold
Medical Advisor	Vacant	
Membership Committee	Brad Rogers	Present
Public Relations	Margie Pierce	Excused
Research-PRRC Committee	Natalie Napolitano-Chair Amanda Nickle-Co-Chair	Present Present

Sputum Bowl	Renee Wunderley	On Hold
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Delegate Report:

PSRC Delegate Report to the BOD from November 7-8 Winter 2022 AARC HOD Meeting.

Final Minutes as submitted by the HOD Secretary last week are attached.

I recommend all BOD members review them as I imagine many of our new members are not as familiar with what goes on and as the PSRC President can attest to, very difficult to go over everything for a 2 day meeting in a 10 minute report. I would like to mention several items that I believe are of interest to the BOD:

HOD RESOLUTION # 67-22-4

See attached document for full description of this resolution, President Pavlichko can answer any questions you might have. Resolution was passed by the HOD and the BOD

REVENUE SHARING AND CO-MARKETING AGREEMENTS:

Memorandum of Revenue Sharing forthcoming from the AARC to all chartered affiliates.

In a nutshell it is comarketing the AARC and profession with revenue sharing occurring if terms are met quarterly

Specific actions will be required by each state each quarter, and if met, the state will receive \$250 for example

- Maintaining active links with AARC homepage, AARC membership benefits on AARC.org, AARC Connect
- Keeping all officer information current with the AARC
- Maintaining compliance
- Refrain from any of the activities listed that don't follow the actions requested.

If a state receives funds and it is reviewed and discovered to not have honored the agreement, they will have to forfeit the funds

States will also be expected to run 3 promotions for Summer Forum

AARC GOVERNMENT AFFAIRS Report as Delivered by:

Miriam O'Day, AARC Sr. Vice President, Government Affairs (replace Ann Marie Hummel this past summer) is attached and should be reviewed by all BOD members to see where we stand and how much work is being done at the AARC and Miriam will be working with the state affiliates too.

DAEDALUS Board of Directors:

Dean Hess Reported.

- Respiratory Care Journal changes- The journal will be only available electronically after December 2022
- Moving forward with exploration of the feasibility a new second tier journal in addition to Respiratory Care.

CLINICAL PRACTICE GUIDELINES:

The report was delivered by the new employee of the AARC

AARC DISASTER RELIEF FUND: PSRC contributed \$500.00 I would like to see the PSRC start to do more with some of the other funds, will discuss in the new year.

