



Maine Society for Respiratory Care

Board Meeting Minutes

February 13, 2020, Commenced at 1800

Present: Kathy G., Ric L., Kristin D., Tim B., Caitlyn G., Jeanette Z., Kathryn F., Matt D., Tim P., David W., Paula, Adam B.

Phone: Don C., Sally W.,

Guests: Noelle, Deb I.

Secretary: Hannah L.

- Opening Remarks- Kathy
  - Roll call and welcome
- Maine State Licensure Updates- Deb I. & Don C.
  - Deb described declaration of purpose as stated on handout given at meeting. Generally, the purpose of the Maine state licensing board is to ensure the RT is practicing safe and ethically, and to protect both our reputation and the public. Definitions of what respiratory therapists can do cannot be changed by the licensing board. Only law makers can change the scope of practice of an RT. For example, the licensure board cannot dictate whether RT's can put in arterial lines. They cannot clarify the scope of practice of an RT.
  - The law also defines that there are three designations; RRT, CRT and RT trainee.
  - Attorney general says that the licensure board cannot discuss matters that are not within the definitions. To discuss other matters, the law would need to be opened up. They caution about opening up the law as that opens the door for any change.
  - Don discussed concerns in his role; he works with RT's from several states whom all have different laws. Some states are using "sleep technicians" that do various functions, including RT duties. Don reached out to the board to ask if we can govern what "sleep technicians" do. Unfortunately, the answer was we cannot govern other professions. Deb made a suggestion to Don as to how to approach
- Membership committee – Caitlyn G., Kathryn F., Norma H., Tim P.
  - Norma was running a one man show on the membership committee. She has now

relinquished some of her duties.

- Membership is down currently. Some if this has to do with RT's forgetting to renew. Per AARC, our efforts to go after new Rt's makes the biggest difference. Matt discussed how we can change the message to older RT's. Kathy suggested promoting events/get together on facebook and website.
- Committee sign up and discussion- Kathy
  - Kathy handed out the committee membership list. We discussed sharing the load on committees.
  - Silent Auction committee members are now: Caitlyn G., Adam B., Jeanette Z., and Kathryn F.
- Secretary Report- Hannah
  - Meeting minutes are up to date and have been voted on.
- Education Committee Meeting- Hannah
  - We had a long discussion about speaker at the conference. We still have holes and are waiting to hear back from people. Update: We currently have 6 confirmed speakers, we are waiting to hear back from Hillary from Hill-Rom and Terry from MMC.
  - We discussed supplies for the conference. We will need folders most likely. Between Tim P and Kathy, it sounds like we have about 150 bags. Cynthia is looking into ordering more. We will need more lanyards.
  - We are going to ask Anna Bannon from MMC if she is willing to help with printing again this year.
  - Kathy discussed Michelle and Keith S. speaking for PACT at the conference. We have decided to cut the lunch about 20-30 minutes short and have them speak at that time.
  - Conference date is May 20 and 21, All hands on deck for board and EDU committee members starting 5/19 at 3pm at SPI!
- Military Liaison- Matt
  - This position is new and still in its infancy at the AARC level.
- Treasurer's Report- Don
  - Please see handout, separate report.
  - We are in better financial shape, but still need to be conservative
  - Kathy added a line to the Travel and expense policy as discussed at December meeting. Please see policy. We decided we are going to change the wording to

'Executive board' rather than 'President'.

- Delegate Report- Krisitin D., and Sheryl Z
  - Both Kristin and Sheryl went to the HOD. The role of the delegate is to support our profession.
  - There was a blast this week- anyone can sign to support bill. There are 4 items total.
- Communications Committee Update- Jeanette Z., and Kathy G.
  - We really need to use social media communication.
  - Matt suggested doing ZOOM meetings to keep in touch between meetings.
  - Jeanette created an Instagram for the society. She is also working on the Lobstergram which will go out in early Spring and Fall as mailings.
  - Kathy asked that we encourage people to use our website. We need to allow for board members to have access to BOD only section.
  - We discussed that we will need people to help with taking over long term member roles that are retiring.
- PACT meeting- Keith S. and Michelle C.
  - No update at this time. They will notify us if they cannot go.
- AARC Leadership bootcamp
  - Ric is signed up!
- Bylaw committee update- Kathy
  - Tabled at this time.
- Nomination Committee- Ric L., Bobbie C., Cynthia Carlton
  - Already discussed
  - We will be going back to paper ballots for now.
- The next board meeting is May 20<sup>th</sup> during the lunch break at the conference.
- Other Business-
  - Discussed electing Student Liaison. We used to alternate schools. We talked in the December meeting about incorporating student from both schools. Perhaps having a Junior and Senior student, the senior student will go to HOD.
  - Don discussed that the silent auction is the only fund supporting sending the student to HOD. He states that this is not sustainable. Sally asked Ric to check in about what other states do. We discussed other ways to raise money for the fund.

Noelle brought up restaurant fundraisers. Matt brought up using Go-Fund Me.

- Discussed sending out action list prior to conference.

Meeting ended ~ 2000.