2016 MSCVPR Executive Board Summer Board Meeting  
Saturday April 30, 2016  
CMU – Health Professionals Building  
10:00am – 2:00pm

Attendance: Allison Schley (President), Greg Schraf (President Elect), Jen Dean (Vice President), Joseph Bryant (Secretary), Laura Vaughn (North Regional Rep/Shadowing Treasurer), Aimee Katona (Shadowing Secretary), Mona Stanski (SW Regional Rep.), Matt Lyons (CMU), Amy Preston (SE Regional Rep.)  
Called In: Patrick Walden (Treasurer)  
Not Present: Heath Finn (Immediate Past President)

Old Business

- Previous board meeting minutes and conference call minutes approved by Allison, unanimous for approval.

New Business

Welcome New Board Members
- Vice President – Jen Dean
- Southwest Regional Representative – Mona Stanski
- Shadowing Secretary – Aimee Katona

Position Updates
- Websites/Media – Immediate Past President with Dave (web guy).
- Job postings – Michelle Boertman
- Internships – student committee
- MI MAC Liaison – Donna Donakowski
- J8 Task Force Liaison – Jane Knipper.

J8 MAC Liaison Task Force
- Since January Jane Knipper has been trying to contact the J8 and J5 MAC medical directors.
- She was told to contact the Provider outreach and education advisory group (POE) and was able to speak with 2 people from the POE.
- There will be a webinar on June 2 to discuss the management and the medical review of wps, Karen Lui. They plan to discuss ITP’s, NP/PA ordering CR.
- Very few audits occurring in J8. There is a current audit occurring in Ohio and Kentucky.
- Questions should go through Amy Fowler (HPR Committee Chair). Amy can forward onto Donna Donakowski (MI MAC Liaison). Donna can then forward onto Jane Knipper.

D&O insurance
- AACVPR recommends we have Directors and Officers (D&O) insurance.
- We have purchased D&O insurance through Lamb Financial group.
  - We are covered for 3 years.
  - We pay $800 a year for a $1,000,000 policy.
  - AACVPR reimburses us with $500 dollars towards the D&O insurance.
VA/AACVPR Certified Program
- Heath received a referral from the VA stating that they wanted the patient to be evaluated by an AACVPR certified program.
- Allison had an AACVPR affiliate call yesterday and only one other program in NY stated they received a similar message.
- This potentially...

Day on the Hill (DOTH)
- Jackie Evans (MidMichigan) and Laura Vaughn went to DOTH.
  - S.488 (Senate) and H.R.3355 (House of Representatives)
    - Amends title XVIII (Medicare) of the Social Security Act to allow physician assistants, nurse practitioners, and clinical nurse specialists to supervise cardiac, intensive cardiac and pulmonary rehabilitation programs.
    - Jackie and Laura plan to continue to follow up with officials throughout the year.
    - They took a picture with each representative and provided them with a t-shirt.
  - Laura easily spent more than the allotted $1,000.
    - Suggested we discuss increasing the budget for the future.

Regional Updates
- Finding the N part 1
  - Started in 2012.
  - AACVPR tried to determine the number of programs in the fields.
- Finding the N part 2.
  - AACVPR is now trying to find the number of professionals in the field
  - Deadline is June 15th.
  - Allison has a toolkit/script to help the regional reps collect the data. This can be done via phone or email.
- Fall Regional Meetings
  - $200 budget per region.
  - CEC’s.
    - AACVPR charges $150 for CEC’s
    - Application can be found on the AACVPR website.
    - Applications need to be submitted 45 days in advance
  - CEU’s
    - Greg suggested reaching out to hospital nurse educators for possible assistance with applying for nursing credits (if desired).
  - Start to brainstorm dates to be put on the newsletter.
  - If supplying credits for the regional meetings, MSCVPR charges:
    - $5 for MSCVPR members
    - $10 for non MSCVPR members
  - Dates to avoid:
    - September 7-10 (AACVPR conference)
    - September 12, 13 (MSRC fall conference)
    - November 8th (election day)
  - Discussed setting up possible webinar for regional meeting, specifically the northern regional meeting.
- This may require assistance from AACVPR.

**Committee updates**
- Committee Chairs are to report updates to the president for quarterly board meetings.
- Committee Chairs are required to be AACVPR members

**New committee members**
- 14 new people were interested in joining a committee.
- Allison forwarded information to the appropriate committee chairs
- Kris Roberts and Marianne Ewald have both expressed interest in assisting with the application for nursing credits.

**Health Policy and Reimbursement – Chair: Amy Fowler**
- Committee has developed an insurance verification tool.
  - The insurance verification tool would provide a list of the different insurance companies contact information for MSCVPR members.
- AACVPR is working with multiple states to assist in setting up state societies with member’s only website options.

**Outcomes – Chair: Christine Labadie**
- Nutrition Quest
  - Contract expires in October.
  - Currently only have 8 programs using Nutrition Quest.
- Outcomes Initiative
  - Provide information about the available outcomes tools, including the specific AACVPR outcomes tools.
  - Allison to reach out to AACVPR to find out the direction/focus of the AACVPR future outcomes tools.

**Education – Chair: Greg Schraf**
- No update

**Student – Chair: Lisa Sawyer**
- No update

**Treasure Report**
- Current checking/savings balance ≥ $42000
- 2016 balance
  - Currently in the black 3,200
  - Expecting another $1,400 in expenses and $3,500 in income
  - New line items D&O insurance expense $800, income $500
  - Just renewed quicken software

**MSCVPR Computer**
- Patrick discussed purchasing a laptop for the organization. It will be easier to transfer the computer from treasurer to treasurer vs software.
- Also discussed moving to web-based accounting vs. purchased software.

**Banking**
- Joe and Patrick to meet with Chase prior to the winter board meeting to find out the steps need to transfer Aimee and Laura to the Chase account.
• Discussed increasing the DOTH budget. Patrick to look at the books from previous years to determine the future budget.

Strategic Plan
• Our strategic plan is an annual list of objectives.
• AACVPR strategic plan has objectives and action step for each initiative. AACVPR updates their initiative every 3 years.
• We discussed at our previous board meeting the need to specify more about how we are going to achieve our objectives.
• We had a lot of discussion about what our strategic plan should look like.
  o Initiative
    ▪ Objective 1
  • Action Step
• Tabled - To be continued to discussed at future conference calls and board meetings.

2016 MSCVPR Conference
• 108 attendees
Comments/feedback
• Positives comments include:
  o Everyone enjoyed 1.5 days
  o Enjoyed the discussion tables
  o Good speaker reviews
• Negative comments include:
  o Noise from the other conference room
  o Difficult downloading slides.
  o Change in location

2017 MSCVPR Conference
Venue:
• Bay City, MI
• Greg discussed keeping Bay City as our #1 choice, however possibly getting quotes from other venues
• Jackie Evans suggested MSCVPR and MSRC hold conference at the same location and the same time, to allow for attendees to crossover between conferences.
  o MSCVPR decided that this is not an option given the timing of their conference.
Date:
• March 24th and 25th
Tasks:
• Venue – Heath/Jen
• Credits
  o EP – Joe/Aimee
  o RN – Kris Roberts/Marianne Ewald?
  o RT – Mona
• Registration – Patrick/Laura
• CCRP – Laura/Matt
• Vendors – Allison/Greg
• Brochure – Amy P.
• Posters – student committee
• Door Prizes - ?
• Speakers – All to find speakers, Greg to coordinate time, paperwork, etc.
  o Topics/Speakers
    ▪ Jody Hereford – recommended by Nicole Vivoda.
    ▪ Deirdre Mattina from Henry Ford on women’s heart health.
  o Honorarium
    ▪ $250 plus mileage and room

Respectfully submitted,
Joseph Bryant