

Pennsylvania Society for Respiratory Care – Board of Directors

Meeting Minutes – Q1 Q2 Q3 Q4

Date: March 7, 2025

Call to Order – Eileen Censullo

The meeting was called to order at 9:04 am by President Eileen Censullo Virtually.

Roll Call:

PSRC BOD Attendees

President	Eileen Censullo	Present
President-Elect	Jerin Juby	Present
Immediate Past President	Vacant	-----
Vice President	Hernan Alvarado	Present
Treasurer	Tony Ruppert	Present
Secretary	Myava Clark	Present
Secretary-Elect	Vacant	-----
Senior Delegate	Gail Varcelotti	Present
Junior Delegate	Jefferson Mixell	Present
District Director-East	Melissa Ash	Present
District Director-East Elect	Stephen Biehl	Present
District Director-Central	Sheila Merrill	Excused Absence (Eileen Proxy)
District Director-Central Elect	Ryan Christensen	Present
District Director-West	Tom Monahan	Present
District Director-West Elect	Tom Monahan	Present
DAL-Neonatal-Pediatrics	Jenn Mahone	Present
DAL-Acute Care	Brad Rogers	Present
DAL-Management	Anoop George	Present
Director of Operations	Linda Cornman	Present
Audit Committee	Tony Ruppert	Present
Awards Committee	Hernan Alvarado	Present
Budget Committee	Tony Ruppert	Present
By-laws Committee	Gail Varcelotti	Present
Education Committee	Christine Gluvna	Present
Election Committee	Myava Clark	Present
Investment Committee	Tony Ruppert	Present

Judicial Committee	Jerin Juby	Present
Leadership Committee (LARS)	Sheila Merrill	Excused Absence
Legislative Committee	Jefferson Mixell	Present
Medical Advisor	Jessica Boehmler, MD	Excused Absence
Membership Committee	Brad Rogers	Present
Public Relations	Brad Rogers	Present
Research-PRRC Committee	Ann Donnelly	Present
Sputum Bowl	Melissa Ash	Present
Student		
Guest	Molly Gannett	Present
Guest	Angie Armbrust	Present
Guest	Natalie Cook	Present
Guest		Present
Guest		Present
Guest		Present
Guest		Present

Guest Speakers

The first speaker was **Molly Gannett**, an account executive with Vero-Biotech. Vero-Biotech generously provided breakfast and lunch at the December 6th, 2024 4th Quarter PSRC Board of Director meeting. The PSRC thanked Vero-Biotech and Ms. Gannett for their continued support of the PSRC. Ms. Gannett provided a short discussion regarding the company's tankless nitric oxide (NO) device. Ms. Gannett has a large territory, but as she is a Pennsylvania resident she likes to stay in touch with the PSRC. Plans include her will be attending the Western PSRC conference in April and. Although she has a large territory for Vero-Biotech but as she is a Pennsylvania resident, and she likes to stay close to the PSRC and plans to attend the PSRC West District clinical specialist is scheduled to provide a demonstration of the NO device at the Thomas Jefferson University program. Ms. Censullo and Jen Mahone asked Ms. Gannett to provide a NO Neonatal-Pediatric Presentation for the Neonatal-Pediatric membership. This will be an hour-long presentation that would be free to the members of the specialty education group but would be for a small fee for the general membership.

Brad Rogers asked Ms Gannett if Vero-Biotech would be interested in sponsoring student winners for the sputum bowl to go to the AARC Congress. Mr. Rogers will follow-up with Ms. Gannett when it gets closer to the time. Ms. Mahone will send Ms. Gannett an email about the student conference in April.

McNees Group - Natalie Cook and Angie Armbrust: Ms. Cook reported on what's happening in Harrisburg. January began the new two-year session cycle for 25-26. Governor Shapiro gave his budget address on February 4th, 2025. The hot topics include medical marijuana, transportation, smoking for chance, and federal funding. It will be difficult to fill the holes left by federal funding. There will be a special election on March 25th, 2025, to fill the two vacancies (one house and one senate). The house will be at a full 203 members after the special elections.

Ms. Armbrust reported the contract with the PSRC and the McNees Group which began on March 1st, 2025. The update emails to the PSRC legislative members will go out every Friday (first one was sent on March 7th, 2025). Emails will include a legislative tracking report as well as links to releases, summaries on health care topics, and upcoming meetings on PSRC bills.

Regarding the Compact licensure legislation, they combined a list of questions that the legislative committee is most likely to ask, including:

- What the current outcome is for the new legislative process is for the current CRT to RRT process, grandfathering in, and the number of states that have currently enacted it.
- What are the border states currently doing about the CRT to RRT?
- What are the current pass rates for each the CRT and RRT?
- What is the feedback from employers?
- How does it impact compact licensing?

Jefferson Mixell will provide answers to Ms. Armbrust prior to the meeting with PA State Representative, Mindy Fee, and the Republican Executive Director of the Professional Licensure committee, Nicole Sidle scheduled for March 17.

Ms. Censullo discussed that several board members are interested in the AARC Washington DC fly-in. Linda Cornman will get Ms. Cook and Ms. Armbrust the PSRC BOD Officiary. She currently has permission by 97% of the BOD for the McNess Group to use their contact information.

BOD Quorum in attendance

Approval of 12-6-2024 Q4 Meeting Minutes:

President Censullo asked if there were any items that the BOD would like to add to the meeting minutes. The email went out about the 4th Qtr meeting minutes.

Motion to approve agenda Ms. Gail Varcelotti

Second Dr. Jerin Juby

Discussion summary: None

Vote carried.

Result of Vote AYES ___X___ NAY___0___ ABSTAIN ___0___

Approval of Annual Business Meeting: Minutes: President Censullo asked for approval of the Annual Business Meeting Minutes on December 6, 2024.

Addition to the minutes: Tom Monahan was appointed as Western District Director during this meeting.

Motion made by Ms. Varcelotti to approve the 12/6/2024 Annual Business Meeting after addition.

Second by Tom Monohan

Discussion summary None

Result of Vote AYES ___X___ NAY___0___ ABSTAIN ___0___

Vote carried

The Annual Business Meeting Minutes from 12/6/2024 were approved on 3/7/2024

Update of PSRC Officiary/Conflict of Interest Forms (pass the officary and Conflict of Interest forms) Please delete Melissa Thornburgh from the Officiary for the Student Sputum Bowl. Ms. Censullo reminded the Board to update the officary and the Conflict of Interest form whenever there is a change. Ms. Cornman requested to change either the officary or the Conflict of Interest form to include that it is okay to share your information for that year for legislative reasons.

Approval of Phone/Email/Executive Committee Votes

- Jefferson Mixell- Junior Delegate made a motion that the PSRC enter a lobbying contract with McNeese Strategic Solutions Group for 2 years (\$36,000/year). Senior Delegate Gail Varcelotti seconded the motion. The E-Vote was held and passed with a majority vote entering a contract with McNeese on January 16, 2025
- Jefferson Mixell- Junior Delegate made a motion that the PSRC allocate up to \$400 for a lawyer to review the lobbyist contract. Melissa Ash- East District Director seconded the motion. The E-Vote was held and passed to allocate up to \$400 towards a lawyer for review of the contract for McNeese on Tuesday, February 5, 2025.

Call for Motion

Motion made for the first email ratification by Mr. Mixell to approve the vote completed by email.

Second Mr. Ruppert

Discussion None

Vote called.

Result of Vote AYES ___X___ NAY ___0___ ABSTAIN ___0___ (either a check mark or a count if called for)

Call for Motion

Motion made for the second email ratification by Mr. Rupert to approve the vote completed by email.

Second Dr. Juby

Discussion None

Vote called.

Result of Vote AYES ___X___ NAY ___0___ ABSTAIN ___0___ (either a check mark or a count if called for)

Ms. Gluvna will look it up, as well as go into the AARC Bylaws to see if there needs to be an official voting process to ratify the evote or if we can simply vote to approve the evote that has already been held. President Censullo asked for a moment of silence/prayer for Natalie Napolitano.

Director of Operations Report: Linda Cornman

Acting as the PSRC Webmaster, Ms. Cornman has:

- Added District Director pages for use by the three Districts.
- Working with the PRRC to update their page.
- Added several job postings.
- 2026 Nomination requests posted on the PSRC Website and opened on March 7th.
- Seeking updates for the LARS page.

Ms. Cornman reminded the BOD, in her report, the PSRC domain name renewal is due on June 16th.

With her involvement with the three District Conferences, Quarterly Webinars and PRRC events Ms. Cornman serves as CVent planner and requires sufficient time to update and create the sites along with accreditation requirements.

The next Webinar is scheduled for March 28th from 6:00 - 7:00. Speakers are still needed for upcoming webinars.

The applications for accreditation of the continuing education hours by the AARC are up to date.

All events are now promoted on the PSRC website.

The PSRC has access to LinkedIn, AARCCONNECT, and email to promote PSRC conferences and other events.

Regarding the West Conference in April, vendor confirmation has not started yet. Christine Gluvna has offered to print and stuff the name badges. All evaluation forms will be handled through CVENT.

Ms. Cornman and Treasurer Mr. Ruppert has scheduled monthly meetings to clear up any payments and bills that may be outstanding and outlined according to a Check Spreadsheet. Bi-monthly updates with the Treasurer are made to assure checks have been logged within the spreadsheet.

The CRCE attendance log goes to the AARC within 30 days of the event. The February Webinar was to be submitted by the week of March 10th and the Non-Traditional Courses were submitted bi-monthly. Ms. Cornman will download and scan the paper evaluations from previous events and put them in Google Drive.

If the BOD feels strongly about Ms. Cornman, not signing any contracts on behalf of the PSRC, should be removed from the Director of Operations charges.

About 90% of the PSRC bins/boxes have been inventoried and are now housed in Ms. Cornman's garage. In addition, the passwords for access to any PSRC accounts, property, or material have been updated. The passwords to X and LinkedIn have been completed. Dr. Jerin Juby is the co-administrator on the accounts. Dr. Juby also has suggested that Public Relations Chair, Brad Rogers, should have access to the accounts.

The Director of Operations meets Biweekly with the Exec Board about any decisions that need to be made. Recently:

- HOSA Conference application was submitted.
- The current PSRC membership count is 2792 which may be down a little.
- Out of state members were emailed to get their most current information.
- Emails are sent out monthly to let members know when their membership will be expiring.
- The PSRC email list gets updated every time emails are sent out.

Inventory:

- 2 Projectors

- 9 Poster Tripod Stands
- USB Cable
- 4 Walkies
- 3AV Cables
- Display Port Adaptor
- 2 HDMI Cables
- 1 HDMI Splitter
- 59 Tote bags from Spooky Nook
- 345 Badge Reels
- 472 Notebooks
- Name tags and ribbons still need to be counted

Updates to the progress on the Webinars include:

- Two speakers and a Moderator are still needed for May 22nd.
- 3 speakers and a Moderator is still needed for August 21st,
- 3 speakers and a Moderator is still needed for November 20th.
- There are 120 members in the 2025 Webinar Bundle Program.

Regarding the 2026 PSRC Elections, the Membership for the Specialty Sections has been obtained. The Directors at Large will remain the same: Adult, Neo-Peds, and Management.

Officers Reports

President's Report: President Censullo is working with Ms. Cornman frequently. The evaluation. Ms. Censullo asked for updates to the agenda, and it was completed after Ms. Cornman's addition. Ms. Censullo will do the Presidential update for the East and Central conferences. Dr. Juby will present at the Western District Conference. She ensured that major PSRC functions including PSRC Election, Budgets, and PSRC meetings were held in accordance with PSRC Bylaws. She will be going to the AARC this year since it's in the budget.

Ms. Censullo visited Kindred Hospital Havertown (LTAC) and Fox Chase Cancer Center. She is presenting at a high school on Career Day in the spring. She will do the year-end report at the end of the year. The current year PSRC meeting & event calendar was completed, along with the current PSRC Goals. The standing committee chairs will be approved at this meeting. She will support Angie Armbrust and Jefferson Mixell for any proposed state legislation that aligns with PSRC and AARC mission & values. Ms. Censullo has been involved in the legislative conversations, attended LARS, wrote 100 Sputum Bowl Questions.

Ms. Censullo worked on her video for the website, met with the Secretary about every other week to keep things up-to-date, Attended Taco Tuesday, attended other conference meetings when work schedule allows, spoke to Ms. Varcelotti almost every day, met with Mr. Rogers, regarding his committees and DAL, met with Ms. Cornman every other week, spoke to members regarding the PSRC changes for the Education All-in-One program, helped some departments submit Department of the Year Award, and did a Judicial Review for Dr. Juby and reviewed the judicial website reports from 2019 until 2025, and completed the Agenda for the 1st Quarter BOD Meeting. Something will be

sent from the BOD to the UMPC hospital where the shooting occurred. The RT manager is currently out.

The budget request is due to Mr. Ruppert by April 15th. This gives him time to do a proposed budget to the Exec Board for approval. The Exec Board brings it to the entire board for a vote. Then it will go to the membership. The Budget Request form is located in Google Drive.

Treasurer's Report: Tony Ruppert reviewed and discussed the budget. Money from the AARC has not been received yet. The all in one program is up about \$1,000. Vendor sponsorship \$400, The Webinar registrations are about \$16,000 in vendors. We need ideas for fundraisers. We will be about \$500 over budget for liability insurance. There is approximately \$108,000 in savings. The interest rate is poor. The checking account balance is approximately \$78,000 but there is about \$16,000 in checks that are out. Therefore, we are down to about \$58,000 - \$60,000. Ms. Censullo stated that the PSRC agreed to submit all raised money to Disaster Relief. Mr. Ruppert is looking to replace the PSRC laptop. There is a \$500 budget for the laptop. He is looking to invest in Quickbooks online. We are currently paying an annual fee for Quickbooks but there is a chance that the on-line will be cheaper. Dr. Jubly stated that there may be a cheaper Quickbooks version for Nonprofits and charities.

There was a credit card servicer that was charging \$85.00/month but it was finally done. The Certificate of Sales Tax Exemption, as well as the letter, is available under finances on the drive for purchases. Please download and present both before making purchases. The insurance covers everything and everyone on the BOD. We must contact the insurance company to change the address for liability insurance. This contract should be available to everyone on the board.

Delegates Report: Ms. Varcelotti reported that there will be a Spring virtual HOD meeting on March 21. The purpose is for new delegates to become accustomed to the process and also permit updated reports from various committees and to review charges presented to each committee for the 2025 year. Ms Varcelotti is co-chair of the HOD Resolutions Committee. Only one or two resolutions have been received and the deadline is June first. Resolutions come out twice a year and if they pass in the HOD they will be presented to the BOD for approval. The BOD will determine whether to support the Resolution or not. The resolutions will be discussed with the PSRC BOD for their input during the June 6th meeting. The summer HOD meeting will be in July located in Ft. Lauderdale. The second will be at the AARC Congress in Phoenix. Each Delegate will sit on a HOD committee. Mr. Mixell will be assigned something at the July meeting if not sooner. Or, if he has an interest in a committee, he will be assigned there. Ms. Varcelotti is also the Chair-elect for AARC Elections Committee.

Vice President: Hernan Alvarado met with the Awards Committee on March 5th with a follow-up meeting scheduled for March 14th. The subcategories were divided up between committee members. Each group will work on 2 - 3 categories. Regarding the East Conference, the Planning Committee met on March 4th. There are quite a number of vendors interested in participating, along with 6 or 8 speakers. Mr. Alvarado and Dr. Jubly will hold a standing meeting to discuss Mr. Alvarado's duties.

Secretary Report: Dr. Myava Clark reviewed and submitted her quarterly reports on time. Once the BOD approves the Awards, they will be sent out. The ongoing Action Items were transferred from the 2024 list to the 2025 list and they were sent out with the 1st Quarter meeting minutes on February 25th. The 4th Quarter and the Annual Meeting Minutes were sent to the BOD on February 6th. The final approved BOD Meeting Minutes will be submitted to the Director of Operations once the meeting minutes are approved by the BOD. The 1st Quarter BOD meeting reminder was sent to the BOD on February 6th and the Agenda was sent on February 25th. Documentation and minutes requested by President Censullo for the Annual Meeting, 4th Quarter 2024 BOD Meeting, and E-Votes were sent to the BOD. Nominations opened up today. Once Nominations close, nominations will be sent to the committee. Dr. Clark met with President Censullo every other week, attended Taco Tuesday, participated in the Awards Committee meeting, and worked on ratification for e-votes. Dr. Clark will

meet with Ms. Cornman on Monday March 10th to go over their categories for the Awards Committee.

District Director East - Melissa Ash submitted the required report. She noted in her report:

- Communications to Ms. Cornman for the East District concerning educational events, management meetings, and public health promotion events.
- Sent out a survey with 29 responses.
- The update of the current East District directory of Acute Hospitals, Homecare, Sleep Centers and LTACs is ongoing.
- The active list of Directors with names to include email address, job title, and phone number is being maintained and plans to reach out to set up a meeting
- Plans to visit a hospital have unfortunately not occurred due to time to do it this quarter.
- Plan to assist and attend the East Conference being developed for September.
- Ms. Ash has begun to mentor the District Director East-Elect, Stephen Biehl.
- She will make sure that the military is honored at the East Conference.
- Has submitted something for the PSRC District Website.
- The Student Sputum Bowl plans were presented.
- Plans for attendance at PSRC webinars, attend the AARC Congress as the Chair-Elect for the Student Sputum Bowl.
- She has not submitted anyone for award nominations yet.

District Director Central- Sheila Merrill had an excused absence. Her report was received and included in the distributed reports. It also included a report about LARS activity.

District Director West- Tom Monahan reported for the West. As of yet, he has not requested anything for the 2026 budget. However, funds have been requested for the West Conference. They have all of the speakers identified. There are 25 confirmed vendors and there is still space for more. Mr. Monahan reached out to one of the therapists at UPMC after the UPMC Lancaster recent tragedy occurred. He is requesting help from Ms. Varcelotti for help with fundraising ideas. He will honor any military for the West Conference. He is requesting any trifold booths and other items needed for the conference. He attended LARS and Taco Tuesday as much as possible.

Director-At-Large Neonatal/Pediatrics: - Jenn Mahone submitted the required report. She noted she has just received her membership list and she will be emailing them soon. Ms. Mahone submitted 4 nominations for the PSRC nominations. She also has reached out to several individuals to be speakers, and she is working to solidify dates. Additional items completed or soon to be completed

- Reach out to the District Directors.
- Participate in the PSRC East Conference Team Meeting
- Attended LARS in February
- Moderated the February Webinar
- Completed questions for the Student Sputum Bowl
- Attend the West Conference in April.
- Attending the Awards Team meeting on March 14th.

Director-At-Large Acute Care- W. Brad Rogers' report was received, and he is in the process of reaching out to all members of the Acute Care Section in Pennsylvania. His report noted:

- Actively reviewing potential nominations for the specialty Practitioner of the Year Award.
- Is seeking new speakers for Adult Critical Care for conferences or webinars.
- Secured speakers for the West District Conference this year.

Mr. Rogers is working on the mandate to have a Webinar and/or journal club with the members of his section. He speaks with Mr. Monahan regularly regarding the exhibitors for the April 2025 West District Conference.

Director-At-Large Management- Anoop George's report was received late. Mr. George received the mailing list. He identified a speaker for C-Suite talk at LARS. Mr. George is working with the East Conference Committee, and he is planning a career event at Pequea Valley High School.

Committee Reports - * Standing committee

Audit* - Proposed committee members are Tony Ruppert- Chair, Linda Cornman, Jason Lake, and Brad Rogers. Jason used to be a part of the PSRC before moving out of town. He has recently moved back to Pennsylvania.

Ms. Varcelotti made a motion to approve the committee members for the Audit Committee.

Dr. Juby seconded the motion.

Discussion - none was offered

The motion was carried, and the committee was approved.

Current report noted there was an Audit Committee meeting held in February and no errors were found. There weren't any issues and all forms will be submitted to the accountant for an official audit.

Awards - Dr. Juby reviewed the report for Mr. Alvarado. The awards submissions were reviewed based on last year's criteria. It was recommended that the committee review the current criteria after the judging has been completed. The awards standards need to be reviewed for possible changes to be updated. There were a few emails that went out to the membership for Award nominees. There is a spreadsheet in the PSRC Drive for tracking previous award winners.

Ms. Censullo stated that everyone should be updating what they are doing for the Summit Awards. Everyone should take and upload pictures from each event. Pictures are very important to submit with the award application. Ms. Varcelotti will check with the AARC to see if she can share the AARC Awards Rubric with the PSRC.

Budget* - Tony Ruppert asked for Budget requests to be submitted by April 15th.

Bylaws* – Ms. Varcelotti stated that there isn't much to report on for the Bylaws because the AARC Bylaws are still pending. The AARC membership still has to vote on the AARC Bylaws. There is a Resolution that is going to require a change to the Bylaws that were reviewed last summer. And, unfortunately, it may be 2026 before the AARC Bylaws are approved and sent out for membership vote to approve. The PSRC Bylaws were updated in last year but they can't be forwarded to the AARC Bylaws committee until the AARC Bylaws are completed because we will need to review the PSRC Bylaws to make sure the updated AARC Bylaws do not affect our revisions or require more revisions. The Bylaws Committee Members presented by Gail Varcelotti

Mr. Brad Rogers made a motion to approve the committee members for the Bylaws Committee.

Dr. Myava Clark seconded the motion.

Discussion - none was offered

The motion was carried, and the committee was approved.

Education - Committee is composed of Christine Gluvna (PD)- Chair, Sheila Merrill (Central), Melissa Ash (East). Ms. Censullo said that there is no need for a formal vote as it is not a Standing Committee in the Bylaws. Ms. Gluvna will be working with members from CoARC, NBRC, and committee members to bring a Webinar for educators for the spring semester. This will discuss licensure updates for educators to share with their students, current practices, and changes with the NBRC exam (January 2027).

Ms. Gluvna reported that there haven't been any PRRC requests to date for endorsement. The Education committee will continue to support educational offerings throughout the year. She has coordinated with Ms. Donnelly to send out PSRC collaboration requests to managers. Ms. Gluvna is the conference chair for the West and has worked to secure the speakers.

Elections/ Nominations* - Ms. Cornman reported that nominations opened on March 7th. The open positions are vice president, the Districts At Large, and the Treasures-Elect. Ms. Cornman will ask Mr. Alvarado to draft a letter so she can send it out. The treasurer needs BOD experience according to the PSRC Bylaws. The DALs that require nominations for DAL - Elect are Adults, Neo-Peds, and Management. Mr. Rogers is the only one who can't run for DAL because he served two terms. Mr. Ruppert is eligible to run again for Treasurer as he was appointed for one of his terms.

Investment* -

Tony Ruppert reviewed and discussed notes from the report. Committee members: Tony Ruppert, Jason Lake, Brad Rogers, and Linda Cornman.

Judicial - Dr. Jerin Juby reported that he and Ms. Censullo met on February 12th. They realized that the process of reviewing disciplinary actions in the State of PA was not followed for the last several years. The committee was unaware of the process to assess disciplinary actions issued by the State of PA and was under the assumption that PSRC would be notified with any such changes. Once this error was identified, the committee met and reviewed disciplinary actions from 2019 to 2025. The process update will be added to the committee job description to maintain continuity. The detailed report of all disciplinary actions is recorded and on file, and a bit is available on request.

Legislative - 2025 Committee includes Jefferson Mixell- Chair, Brad Rogers, Gail Varcelotti, Jerin Juby, Hernan Alvarado, Eileen Censullo, Linda Cornman, Karsten Roberts, and Tom Monahan. Mr. Mixell made the motion to approve the committee and Mr. Monahan seconded the motion. There wasn't any discussion and the committee was approved. We have a new lobbyist (McNees Group) and they reported at the beginning of the meeting. There are two main focuses this year: Compact Licensure and RRT for entry into practice. The Legislative Committee meets monthly, right after LARS.

Leadership LARS- Tom Monahan reported that LARS has monthly presentations scheduled through June 2025. The committee met and put together ideas for the second half of 2025. They are currently working on recruiting new members for the leadership section. The committee meets monthly and Mr. Monahan and Ms. Merrill meet every Tuesday for alignment.

Membership – Committee includes: Brad Rogers- Chair, Christine Gluvna, Linda Cornman, Jerin Juby, Melissa Ash, Tom Monahan, Erin Merh, Natalie Napolitano. They are looking for ways to raise revenue at the PSRC Conferences such as merchandise with the new logo. Mr. Rogers has gone out to several high schools to promote respiratory and the PSRC. Ms. Varcelotti suggested that we don't stockpile merchandise because it becomes cumbersome. Dr. Clark recommended Print on Demand to avoid pre ordering and stock piling merchandise. Ms. Donnelly said to have members check a box on the registration form if they want a shirt with their size. Then they will pick up the shirt at the conference. To be discussed at the next meeting.

Public Relations - Committee includes Brad Rogers- Chair, Christine Gluvna, Linda Cornman, Jerin Juby, Melissa Ash, Tom Monahan, Erin Merh, Natalie Napolitano. Mr. Rogers discussed the idea of shirts to make money and advertise for the PSRC. Hoodies are 28 dollars. This was also referenced to discuss at the next meeting.

Research PRRC – Ann Donnelly, Chair, reported that PRRC hasn't met since the last BOD Meeting. No new updates on projects. Plans for 2025 include:

Amanda Nickel and Michael O'Brien are working on the Journal Club offerings, and the first one will be on March 28th.

Linda Cornman, Cheryl Dominik, Amanda Nickel, Phillip Stark, and Ann Donnelly met to discuss updates to the PRRC page on the PSRC.

Amanda Nickel and Ann Donnelly will be presenting research education for Sheila Merrill at Guthrie on 3/11/25. They will have an in-person meeting in Hershey on 3/19/25. They reached out to all RT Program Directors to join the meeting in person or virtually to obtain their input pertaining to the needs of their program. 3/19/2025. They are waiting to hear back from the conference committee. The 3/19/2025 meeting will focus on creating individualized research education for RT programs. They are waiting to hear back from the conference planning committee about their needs for the PRRC for the conferences like they did for Spooky Nook last year.

Sputum Bowl - Melissa Ash submitted her report as requested. The PSRC Student Sputum Bowl requirements were updated to match the AARC Student Sputum Bowl requirements to prepare students for AARC competition. The requirements were sent out to everyone for review. There will not be a Student Sputum Bowl in the West due to time constraints. Therefore, the winner from the East will participate in the 2025 AARC Competition during the Congress in Phoenix. Ms. Ash proposed to have one student winner group from the East and another from the West because it is too expensive to get the East and West to compete. The winners from the East and West would be expected to fundraise to help cover their expenses. The discussion led to the agreement that the PSRC cannot afford to send both groups but they may be able to help. The 2025 Student Conference will be held prior to the Student Sputum Bowl. All winning teams must be AARC members. The PSRC student winners will be on the AARC website.

There is an email out for Aramark about the lunch and the price. Hospitals are getting tables for the student conference. Ms. Mahone will reach out to her district for St. Christopher's, Phoenixville, and Pottstown and Dr. Juby will reach out to Jefferson Health about getting a table. Ms. Ash thanked Ms. Censullo, Ms. Cornman, and Mr. Mixell for their help with the Sputum Bowl questions. They will need judges for the Sputum Bowl. Ms. Cornman and Ms. Censullo offered to help judge.

Mr. Rogers is working on getting buzzers. If Mr. Rogers can't make the buzzers, we need to get a sponsor for the buzzers. Ms. Ash will ask Vero to sponsor. We need something that will light up as well as the sound. Either a light or something that comes up on the screen that states which team was first. Mr. Rogers will work on getting prices for a good buzzer instead of working on the buzzer. Mr. Mixell suggested sending out a request to vendors to see who will pick it up and not to attach a line item to the request so that we can put the money where it is needed.

Old Business: (Summary of any new topics and/or motions, including decisions made during this meeting)

- The Strategic Plan to discuss core values by Garry Kauffman. Mr. Kauffman wants 1-½ days to meet about the strategic plan for the PSRC. Our old strategic plan was Leadership, Education,

and Research. The new proposed topics are Advocacy, Education, and Community. This will be discussed further at a Taco Tuesday to select a date and site. June is being considered but not final decision was made.

- Thank you from Ms. Censullo to Mr. Mixell for adding all the hyperlinks to the Policy and Procedure Manual. The Policy and Procedure Manual was updated by Ms. Censullo and Dr. Juby. Ms. Varcelloti made a motion to approve the Policy and Procedure Manual. The motion was second by Ms. Merrill. There was no discussion and the motion to approved the Policy and Procedure Manual was carried
- There are enough people who want to go to the AARC Washington DC Fly-In including Mr. Mixell, Mr. Alvarado, and Ms. Cornman. on September
- Please go to the Summit Award link and put in anything that you have done within the first three months, including pictures. Everything needs to be entered by June 1st. You may submit things that you have done in 2024.
- The All-in-One Program was changed to the Webinar Bundle Program. It includes Buy Three, Get One Free. The first webinar has passed so we will offer four free non-trationals and three webinars for the price of the bundle.
- The motion had been made in December to add \$1.00 to the charge for credit cards to avoid the PSRC from paying the fee. People will still have the option to send in a check. The cost of membership vouchers costs the PSRC \$0.50. This is why we are requesting a \$1.00 fee. Mr. Ruppert is requesting at least \$1.00 to offset the fees. Revisit this after further discussion with a formal motion either via email or during 2nd Quarter BOD meeting

New Business:

- HOD Awards- Ms. Varcelotti will send the confirmed criteria and deadlines for the HOD Awards to the entire BOD within a day.
- Budget Requests- Requests are due by April 15th.
- AARC Disaster Relief Dollars- After the districts have had the time to raise funds at conferences and other events, it was suggested for the BOD to come back and decide what would be the division of funds.
- PSRC Pins/Coins- The challenge coins or pins could be sold at conferences, education events, and HOSA. We can put our logos on them. A suggestion to have a contest for the membership to design the coins or pins. Research and discuss at the next meeting.

Education/Conferences/Webinars

- Webinar Update- We need three people to be moderators. Moderators are responsible to get ten questions from each speaker or write them during the webinar.
- Western Conference- Ms. Gluvna is the conference chair. They have 25 - 30 exhibits. The deposit has been submitted. A Lunch sponsor has been received. The West Conference is April 2nd and 3rd at the RLA venue in Cranberry Township, PA
- Central District Conference- Ms. Sheila Merrill and Mr. Ryan Christensen are not available for the approved conference date on June 26th. A suggestion to speak with Jason Lake regarding his availability but no one was able to speak on his availability. Ms. Linda Cornman will send the central membership list to Ms. Merrill and Mr. Christensen. Ms. Gluvna agreed to act as the chair so the committee may seek speakers and exhibitors and promote the conference. In

addition, Mr. Mixell will help with speakers and exhibitors for the Central Conference, including the day of the event. Ms. Merrill will reach out to Ms. Gail Varcelotti, Ms. Cornman, Ms. Censullo, Mr. Christensen and Ms. Gluvna to meet early next week to discuss the details of the Central Conference. Ms. Censullo will sign the contract for the Central Conference to take place on Thursday, June 26th at Best Western Premier - Central Hotel and Conference Center, Harrisburg, PA

There is currently one exhibitor for the Central Conference. Ms. Gluvna requested to have her travel expenses paid for her to attend the Central Conference. Ms. Censullo and Ms. Varcelotti assured her that her expenses would be paid.

- Eastern Conference dates could be a Monday and Tuesday on September 22nd and 23rd or October 1st and 2nd at the Valley Forge Sheraton. It's a little more expensive for October. The hotel rates are \$159. The overall room space is 1800 for two days. The food costs are not available yet. There is an adjacent foyer for the exhibits. There is a discounted room rate of \$800 for September and \$1500 for October. Ms. Varcelotti will send out an email to Hernan Alvarado, Melissa Ash, Jerin Juby, Eileen Censullo about the final decision for the dates of the East Conference. Ms. Censullo expressed her interest in using the 22nd and 23rd of September for the conference.

Other Business:

- BOD members must confirm with the individual who they are giving a proxy to for voting purposes for all further Board of Directors meetings.

Adjournment: Call for a motion to adjourn by President Eileen Censullo

Motion to adjourn made by Mr. Tony Ruppert

Second Dr. Myava Clark

Discussion summary None

Vote carried

Result of Vote AYES NAY ABSTAIN (either a check mark or a count if called for)

1:10 pm by Ms. Censullo.

The next meeting will be held on June 6, 2025. The decision for virtual or live will be determined soon.

Minutes submitted by:
Dr. Myava Clark, PSRC Secretary

Minutes approved by:
Date Minutes Approved: June 6, 2025