

**NCVPRN Executive Board Meeting  
St. Elizabeth Hospital – Lincoln  
Bonacum Room  
June 8th, 2017 Noon to 2:00 p.m.**

- I. Call Meeting to Order - President Holly Warth called the meeting to order at noon. In attendance were Holly Warth, Jan Williams, Cindy Yound, Angie Swantek, and Rachel Werner. A tour of St. E's CHI Rehab Department was given to the NCVPRN board members by Buddy Goodenkauf, Supervisor of St. Elizabeth's Cardiopulmonary Rehab program.
- II. Secretary Report - Rachel Werner presented the minutes from the last meeting. Jan moved to approve the minutes and Angie seconded the motion. Motion carried.
- III. Treasurer Report – Angie Swantek presented the Treasurer's report. May had \$0.23 interest and \$216.14 in expenses. The total NCVPRN Bank Balance is \$26,486.98 with an expense and a deposit outstanding for the check book balance of \$26,648.93. July is the typical month to have the books audited; however, Jan moved to hold off on the audit until after the general membership meeting in October. Angie seconded the motion and the motion carried.
- IV. Committee Reports – Jan Williams presented the committee reports with additional input from Holly Warth. Holly has been communicating with committee chairs on open committee positions that need filled.
  - A. Membership/Communications/Outcomes – Dani Ronk reports one opening on committee to replace Rachel Werner, who will now be President Elect.
  - B. Marketing & Development – Roberta Chilcoat reports no openings on the committee. Holly Warth states that she will continue to work with Roberta and AACVPR marketing on getting the retractable banner ordered.

- C. Health Policy & Reimbursement – Karen Hardy submitted her report stating that she will have one opening on the committee to replace Holly. Karen also stated that the committee member should come from the Adrian Smith area, which is the 3<sup>rd</sup> District of Nebraska. PAD Reimbursement is also a topic that is coming out as being a potentially reimbursable service in the future. Karen also reports that six programs have reported being audited by CMS. NCVPRN would like to hear feedback from programs that have been audited so that we can provide information to our members.
- D. Program – Pam Gaines reported the Program Chair Opening and two committee openings, as well. Pam has reported that one speaker has cancelled for the upcoming Fall Conference. Rachel has contacted NHI to request a speaker from their lipid clinic, but has not received a response. Jan proposes a PAD speaker to discuss a PAD exercise prescription and program toolkit. Rachel will communicate with Pam and then potentially Dani Ronk to speak on her experience with the VA PAD program. Lied Lodge reservations for the fall conference are due by Sept. 8<sup>th</sup>. Conference brochures will need to go out to members and programs as soon as possible.

## V. Old Business

- A. Cindy Yound presented revisions to the Living Strategic Plan. Nominations for Treasurer and President Elect will need to be in by the end of June. Cindy will also send out her Bi-Annual report through AACVPR.
- B. Leadership Training June 10<sup>th</sup> & 11<sup>th</sup> – Rachel will attend the Affiliate Leadership Training in Chicago this weekend.

## VI. New Business

- A. AACVPR dues will be due in June.
- B. Holly will send out a letter to our members through AACVPR email and mail per the Membership/Communications/Outcomes committee, announcing her resignation and requesting volunteers for

the open committee positions. Discussion was held on ways to promote committee involvement and increase benefits to committee members, committee chairs, and Board members.

- C. Holly proposed the need to review Job Descriptions, but it was determined that will need to be done after the October General Membership meeting.
- D. Rachel and Holly went to the Nebraska State Capitol to file forms for changing Incorporation Responsibilities to from Holly to Rachel in 2019.
- E. Transition of Officers will take place July 1<sup>st</sup>. President will be Cindy Yound, Jan Williams will continue on as Past President, Rachel Werner will be President Elect, Vicki Lindberg will be Secretary, and Angie Swantek will continue as Treasurer.

VII. Miscellaneous - the next NCVPRN Executive Board Meeting will be July 18<sup>th</sup>, from 1:00 – 3:00 p.m. with the site to be determined by Angie Swantek.

VIII. Adjournment – there being no further business, President Holly Warth adjourned the meeting at 1345.

Respectfully Submitted,

Rachel Werner, RN, BSN, CCRP

These minutes are subject to approval at the July NCVPRN Executive Board Meeting.