



CSRC: Board of Directors Meeting

DATE: December 3, 2022
APPROVED: March 18, 2023

PRESENT VOTING MEMBERS: Wayne Walls, Theresa Cantu, Krystal Craddock, Jolene Burgess, Jeff Davis, Rob Bautista, Mark Martinez, George Rice, Barish Erenler, Amanda Albee NON-VOTING MEMBERS: Kathryn Johnson, Katie Sabato, Mel Welch, Patrick Tobin, Jeff Majdail, Diana Day, Jo Ann Sherwood Guest: Graham McDougall – SCR Vice President		ABSENT: Cara Cunningham, Ryan Tacazon, Delmy Bedolla, Ashley Sandoval, Mike Terry, Michael de Peralta, Marianne Shaw, and Gary Phelps
FACILITATOR: Wayne Walls	NOTE TAKER: Krystal Craddock	TIMEKEEPER: Wayne Walls
TOPIC / AGENDA	DISCUSSION / CONCLUSION	ACTION / FOLLOW UP
CALL TO ORDER	Meeting called to order at 0905	
QUORUM ACHIEVED	YES or NO - Y	
MEETING PURPOSE	Full Board Quarterly Meeting	
DISCLOSURES	Wayne Walls – Now employee at Long Beach Memorial.	
AGENDA ITEM 1: Approval of minutes and e-votes	Approval of minutes from 9/10/22 and additional e-votes conducted by the board as reported in the minutes.	** Jeff Davis makes the motion. George Rice seconds. Motion carries.
AGENDA ITEM 2: E-vote to take-on CRCF	Motion to accept the CRCF BOT offer for the CSRC to take over, run and manage the CRCF effectively immediately.	**Krystal Craddock makes the motion. Jeff Davis seconds. Roll call vote: Y - 11, N - 0, Abstain - 0. Motion Carries.
AGENDA ITEM 3: E-vote for strategic planning	CSRC form an ad hoc strategic planning committee	**Jeff Davis makes the motion. Mark Martinez seconds. Roll call vote: Y - 11, N - 0, Abstain -0. Motion Carries.



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AGENDA ITEM 4: E-vote for CRCF temporary BOT appointments	Motion to accept the CRCF's offer of assumption of the CRCF in its entirety and the temporary appointment of CSRC BOD members Wayne Walls, Mark Martinez, Krystal Craddock, and Jolene Burgess to the CRCF BOT.	**Krystal Craddock makes the motion. Ryan Tacazon seconds. Roll call vote: Y - 11, N - 0, Abstain -0. Motion Carries.
AGENDA ITEM 5: President's Opening Remarks	The greatest concern currently is financials – not so much from costs, but revenue. Events/membership down. Membership in CSRC and AARC down approx. 20%. Find it in each board member to continue to contribute and encourage others.	
AGENDA ITEM 6: Approval of consent agenda	Consent agenda as sent in the board book.	** Jeff Davis makes the motion. George Rice seconds. Motion carries.
AGENDA ITEM 7: Minimum Leadership Requirements CSRC Position Statement	Position statement completed by the Professional Advancement Committee. Suggestion by the board to change the credentialing language as there are several that can be Motion to approve with additional language additions as discussed	** George Rice makes the motion. Barish Erenler seconds. Motion Carries. Krystal Craddock to take suggestions back to the committee for edits and then to be published on the website.
AGENDA ITEM 8: Financial Report	CSRC down in revenue. Need to increase membership and events to offset. Encourage all to think outside the box. Suggestion to increase dues but also need to improve our website to make in more intuitive,	**Motion to accept financial report as presented. Barish Erenler motions, Mark Martinez seconds. Motion carries.



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	show membership benefits. \$5 increase in dues suggested to come after this work.	
AGENDA ITEM 9: New Address for the CSRC	Jade Orchard had offered their address up to us when we transitioned from Abby and co. They're now moving. Wayne Walls approached Aaron Reed and Associates. Jennifer Tanahill thinks it's a good idea. Aaron has agreed.	**Motion to move forward with Aaron Reed and Associates address for all literature. Jeff Davis motions, Krystal Craddock seconds. Motion carries.
AGENDA ITEM 10: New Foundation Funding	Separated from CRCF – new foundation needs new startup funds. Approx \$3000. Jolene had the idea of soliciting angel investors. We need to uphold awarding the RCP's in our state.	**Motion to move forward with soliciting angel investors. Rob Bautista makes the motion, George Rice seconds. Motion carries.
AGENDA ITEM 11: Board Reports	<p>SCR – Barish – Many volunteers from his region. Filling up seats fast with a couple running for president. Events coming – spring symposium and student night. \$1k for venue, Food \$10pp</p> <p>NCR – Mark – Meeting on 10/24 – no attendees. Looking on making monthly meetings.</p> <p>CCR – Non reporting</p> <p>IER – Non reporting</p> <p>Programs committee – Tahoe and State conference planning continues. Al</p> <p>Audit committee – Met on 10/18. Looking at audits of the executive audits. Will assure that the manual is updated from the prior approvals.</p> <p>C&O – Non reporting</p>	



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	<p>Education Committee – 10/30 meeting- 34 in attendance. Attended RCB meeting. 10 leadership, 15 must be live. 5 approvals of live presentations between 9/22-12/22. Working on developing the new preceptor course for the CSRC. Requesting financial support for the preceptor program.</p> <p>GA – Move forward without the lab consultant/director piece in order to move forward. 3/27-3/28 Legislative day. Hopeful to set up live on day one to represent the profession. 9/25-9/26 AARC day on the hill and live.</p> <p>Disaster – Non reportable</p> <p>Sputum Bowl – Non reportable</p> <p>CoBRGTE – CoAARC going back to approving new AS programs (step back). Will start sending out newsletters to the full BOD.</p> <p>Delegates – A lot of discussion at the house regarding revenue sharing. Revenue and comarketing agreement is not separate – makes it cleaner. Increase the promocode from \$5 to \$15. Will need to be on top of the marketing. Must sign the revenue sharing agreement to have the comarketing agreement and receive the revenue. The contract must be signed by 12/31 to receive revenue for quarter one. Keep the officers list and submitted to the AARC regularly, as positions change. Comarketing is \$250 revenue per quarter.</p>	<p>**Motion to sign the comarketing agreement with the AARC. Jeff Davis makes the motion. Rob Bautista seconds. Motion carries.</p>
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	Nominations Committee – One nomination for SCR and one for Delegate. Missing IER, SDR, treasurer, president. Call for nominations.	
AGENDA ITEM 12: Audit Committee Policy Review	<p>Policy 7.1 Committee Chairs</p> <p>Policy 7.6.1 CSRC Continuing Education Online Program</p> <ul style="list-style-type: none"> Remove AE-C as it is not acquired by the NBRC and will fall under their organization. <p>Policy 7.6.2 CE Application Process</p> <ul style="list-style-type: none"> Modify the application period and CE approval to 60 days to align with one another. 	<p>**Motion to approve policy 7.1, 7.6.1, and 7.6.2 with amendments. Kathryn Johnson motions, Mark Martinez seconds.</p> <p>Motion carries.</p>
AGENDA ITEM 13: Jade Orchard Report	<p>To move forward with platforms, we need to create fear of missing out (FOMO) – take videos/pictures of events to send to Marvin to publish on the platforms.</p> <p>Look at Snapchat and TikTok platforms to improve the reach.</p> <p>Submit videos to Ashley Sandoval who will work with Jade Orchard to publish if appropriate.</p>	
AGENDA ITEM 14: Open Forum	<p>CSRC to add to the organizations that are in support of the oxygen reform. Wayne to reach out to add CSRC to the list of organizations.</p>	<p>**Motion to add CSRC in support of oxygen reform. Krystal Craddock motions. George Rice seconds.</p> <p>Motion carries.</p>



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	Strategic plan – Should we align with the AARC in starting a new strategic plan for the CSRC? All in agreement to begin early 2023. Virtual strategic planning sessions to start in January – Set meetings up with the voting board and those on the board who are interested.	
AGENDA ITEM 15: Future meetings	Board of Directors - Zoom Saturday, March 18, 2023, 0900-1200 Executive Committee – Zoom Tuesday, March 14, 2022, 1800-1900 (Note earlier time!)	
ADJOURN	Motion to adjourn meeting: Meeting adjourned at 1123	**Motion to adjourn 12/3/2022 BOD meeting. Rob Bautista motions, Jeff Davis seconds. Motion carries.