



Minutes

Regular Meeting of Louisiana Emergency Response Network Board

Thursday, July 21, 2011 at 2:00 p.m.

held at:

Louisiana Emergency Response Network
14141 Airline Hwy., Building 1, Suite B
Baton Rouge, LA 70817

1. *Welcome/Introductions*

The July 21, 2011, regular meeting of the Louisiana Emergency Response Network Board (LERN) was called to order by Coletta Cooper Barrett, RN, MHA, Chair, at 2:10 p.m. The meeting was held pursuant to public notice, each member received notice, and notice was properly posted.

The Chair introduced Vanessa McKee, the new LERN administrative assistant, and Darlene Richard, a LERN contractor.

Eileen Mederos, RN, Administrative Director, announced that Chris Hector, LERN Communications Center Supervisor, was relocating to Oklahoma, and thanked Chris Hector for his service to LERN. Jason Alleman was introduced as the new LERN Communication Call Center supervisor.

2. *Roll Call*

Celia R. Cangelosi, Board Attorney, called the roll.

Members Present:

Coletta Cooper Barrett, RN, FACHE, Chair
Patrick Breaux, MD
John P. Hunt, MD
Danita Leblanc
Fred Martinez
Kevin Sittig, MD
Carl "Jack" Varnado, Jr., RPL, ENP
Honorable Mack A. "Bodi" White, Jr., Representative
Kristin K. Whitty, Ph.D., APRN
Chris Wroten, OD

Members Absent:

Thomas C. Arnold, MD
Honorable Regina Ashford Barrow, Representative
Terri Brock
Honorable Sherri Smith Cheek, Senator
Honorable A. G. Crowe, Senator
Joel Eldridge, DO
Kenneth J. Gaines, MD, MBA, FAHA
Jimmy Guidry, MD
Norman E. McSwain, Jr., MD
John Noble, Jr., MD
Gary Peters
Peter Sullivan, MBA
Michele Zembo, MD

Ten members were present constituting a quorum when the roll was called.

Michele Zembo, MD, participated by telephone.

Staff Present:

Robert Coscia, MD, FACS, Medical Director
Eileen Mederos, RN, Administrative Director
Vanessa McKee, Administrative Assistant

Yvette Legendre, RN, Tri Regional Coordinator

Deborah Spann, RN, Tri Regional Coordinator

3. *Approval of Agenda*

The agenda was modified to delete Item 6d and to substitute Dr. Coscia as the presenter for Item 5b. A motion was made by Kevin Sittig, MD, and seconded by John Hunt, MD, to approve the agenda as modified. The motion was approved after a unanimous vote in the affirmative.

4. *Approval of Minutes of April 21, 2011 Meeting*

A draft of Minutes of the April 21, 2011 Board meeting of the Louisiana Emergency Response Network Board, copy attached, was presented for approval. A motion was made by Carl "Jack" Varnado, Jr., RPL, ENP, and seconded by Kevin Sittig, MD, to approve the April 21, 2011 meeting minutes. The motion was approved after a unanimous vote in the affirmative.

5. *New Business*

a. *Ratification of Commission Members*

A motion was made by Patrick Breaux, MD, and seconded by Chris Wroten, OD, to:

(1) accept the resignations of the following regional commission member:

(a) Sheila S. Mason, RN, Region 8 Commission, as the appointee representing Hospital Service Districts Under 50 Beds; and

(2) appoint the following to membership on regional commissions:

(a) Jennifer Wise, RN, BSN, MHA, Region 3 Commission, as the appointee representing the Rural Hospital Coalition;

(b) Tom Falterman, MD, Region 3 Commission, as the appointee representing LaACEP; and

(c) April Winborne, RN, CHPN, Region 8 Commission, as the appointee representing Hospital Service District.

The motion was approved after a unanimous vote in the affirmative.

b. DSWG Recommendations

A report was made by Dr. Coscia on the following recommendations of the Design the System Workgroup, for the use of Image Trend Software:

- (1) LERN User Manual Non Image Trend Users;
- (2) LERN User Manual for Facility Based Users;
- (3) Business Associate Agreements (BAA); and
- (4) Participation Agreement.

A motion was made by Kevin Sittig, MD, and seconded by Chris Wroten, OD, to approve the proposed LERN Manual for Non Image Trend Users. The motion was approved after a unanimous vote in the affirmative.

A motion was made by Patrick Breaux, MD, and seconded by Danita Leblanc to approve the proposed LERN User Manual For Facility Based Users. The motion was approved after a unanimous vote in the affirmative.

A motion was made by Danita Leblanc and seconded by Kevin Sittig, MD, to approve the proposed Business Associate Agreement. The motion was approved after a unanimous vote in the affirmative.

A motion was made by Chris Wroten, OD, and seconded by Patrick Breaux, MD, to approve the proposed Participation Agreement. The motion was approved after a unanimous vote in the affirmative.

6. Administrative Report

a. Budget Update - FY 2012

A report, attached, was made by Fred Martinez on budget issues. No formal action was taken by the Board.

b. Medical Director

Robert L. Coscia, MD, Medical Director, reported on initial efforts to develop trauma centers in all regions. He asked Board members to consider the inquiry "What is the primary objective of LERN?", to be discussed at the Board retreat. No formal action was taken by the Board.

c. Operations Report

Eileen Mederos, RN, Administrative Director, provided an update on LERN operations. See attached report. No formal action was taken by the Board.

e. Board Chair

Coletta Cooper Barrett, RN, FACHE, Chair, reported on developments since the last Board meeting and provided a Legislative wrap up. Chair Barrett thanked Representative White for his leadership and support of LERN. No formal action was taken by the Board.

Adjournment

Representative White left the meeting at 3:48 p.m., at which time the meeting adjourned for lack of a quorum.

Respectfully Submitted,



Coletta Cooper Barrett, RN, FACHE
Chair