

**SIMULATION MEDICAL TRAINING AND EDUCATION COUNCIL OF LOUISIANA  
(SMTEC-LA)**

**Minutes**

Friday, October 26, 2018

**DRAFT**

Claiborne Building, 1201 North Third Street, Baton Rouge, LA

<b>Meeting Attendance</b>		
<b>Members Present</b>	<b>Members Absent</b>	<b>Guests</b>
Tabitha Jones-Thomas, Chair Kenneth Alexander* (Designee) Dr. King Alexander (Designee) Dr. Ray Belton (Designee) Lisa Broussard* Patricia Dufrene Paula Hellums* (Designee) Daryl Lofaso* Martha Moore* Donna Newchurch (Designee) Larry Tremblay* Dr. Peggy Wolfe (Designee)	Lynn Ansardi Mark Berger Ava Dejoie Bootsie Durand Rebekah Gee Dr. G. E. Ghali Dr. Lee Hamm Senator David Heitmeier Dr. Cecilia Mouton Representative Patrick Williams	

\*Members of the Executive Committee

**CALL TO ORDER**

Council Chair Tabitha Jones-Thomas called the meeting to order at 9:05 a.m. A quorum of the Executive Committee was achieved, but there were not enough Council members present to achieve a quorum.

**APPROVAL OF MINUTES**

The minutes from the July 25, 2017 meeting were presented for review and approval. A motion for approval of the minutes was made by Ms. Martha Moore, seconded by Dr. Larry Tremblay, and approved unanimously by the Executive Committee.

**OLD BUSINESS**

Chair Jones-Thomas did a recap of the discussion of the May meeting that did not actually take any business because there were not enough Council members in attendance to have a quorum. There is a concern that the Council is unable to move forward with business because it has been difficult to get a quorum. Dr. Larry Tremblay told members there are a number of associations, by law that are on the council, that do not attend or seldom attend. Within the next month Dr. Tremblay will share with the chair a matrix of membership and attendance. We may want to consider amending the legislation. If the legislature doesn't want to amend it, it may call attention to those members that have not been attending or that seldom attend.

Chair Jones-Thomas reported to the Council that she had been in contact with Dr. Sheila Chauvin concerning the 12 simulation faculty development modules. There has been no response in terms of interest to the last communication that was sent out by Dr. Chauvin. If you will recall, those modules

were very successful when they were offered at no cost. As a committee, part of what was discussed at the May meeting, was that there are some institutions that are leading the way on simulation but, there are some institutions that need a lot of educational training. Our thoughts are that it was probably related to budget and facilities being unable to send people to simulation conferences and due to lack of funds to pay for the simulation for the people to come. During the May discussion, Dr. Tremblay noted that if the Council was interested, perhaps one initiative addressing faculty development could be funded. Dr. Tremblay suggested that the Council submit a proposal to the Health Works Commission (HWC) requesting that an event be held to address the previously developed 12 simulation modules along with other issues.

A proposal was drafted and submitted to the HWC by Franciscan Missionary Our Lady University (FRAN U) of Baton Rouge, in collaboration with the council and was awarded funding in the amount of \$17,964.00. Some of these funds are to pay for the travel expenses for a simulation expert speaker. Chair Jones-Thomas also told Council members that a local facility will host the Expo and that they have been looking at the Crowne Plaza Hotel because it is a great place for break-out sessions. The Simulation Expo will be the next major faculty development effort for the Council to undertake for this year. Chair Jones-Thomas asked the Council to have discussion with reference to what the Council thinks our next steps should be in terms of faculty development modules and to include if, as a Council, we should still pursue that or if we want to take a different direction. She opened the floor to discussion.

Members discussed the success of the development of the modules, their personal participation, and other faculty that were involved. Also discussed was the training of the simulation modules that was provided previously and the success of the training. Members also wanted to know if the grant funds could be used for break-out sessions on the modules and other expenses. Dr. Tremblay indicated that the way the grant was written and approved funds were to be used to provide the Expo. If part of the Expo is to build some of the free modules, the grant would probably do that. But, the proposal did not specifically define every piece of what the Expo includes.

As a result of the discussion, Chair Jones-Thomas indicated she would follow-up with Dr. Sheila Chauvin to determine the list of people that were actually trained and what modules they were trained for. She will also check to see who is available to present at the Expo and what modules they are trained to present. As part of the proposal, a needs assessment will be re-sent (it was sent out previously) to see where everyone is now and make sure the Expo can address the present needs. It was agreed that the topics for the Expo should be focused on something that could be very valuable. Once she has taken a look at the budget, determined who is available to teach the different modules, and see what negotiations must take place to make all these things happen, she will get back to the Committee.

### NEW BUSINESS

The old business kind of merged with the new business somewhat because we were talking about faculty development modules and what we are doing this year to try to address that need.

There was also discussion about when the Expo should take place and who would be willing to work on a committee to assist with the Expo. Chair Jones-Thomas told members that the committee would need to be a nice size because they are targeting 200 people to attend. We must be sure that we have enough

volunteers to see that participants are being given correct information at the Expo. Chair Jones-Thomas asked if any of the members would like to volunteer. Several members offered their services. Evon Smith indicated she could get the word out to paramedics and Emergency Medical Services (EMS). Any Simulation company is welcome to be a part of the Expo as well. This is a great way for them to display their products.

Chair Jones-Thomas thanked all that volunteered and indicated that she would get an email going with members to have some conversations. She will also include the people from FRAN U that are instrumental in simulations that are also going to be offering support. If we can get a good number to be present and helpful on the actual day we will be more successful.

Chair Jones-Thomas informed members that she is back in school again and she wants to remain active on the Committee but she also wanted to see if there is anyone on the Council that would be willing to serve as Chair. She will continue to take the lead in all that has been discussed in the meeting today. She sees value in the Council and hopes that it can continue. Dr. Tremblay made a couple of observations; 1) if we do send out a needs assessment survey, that might help identify future directions for the Council; and 2) since Chair Jones-Thomas has committed through the Expo and the Expo is in May, she might want to have Council thinking about it and on the agenda of the Council meeting following the Expo, there could be nominations for a new Chair. An audit of those members that have not been attending will be completed soon. He suggested that the Council could be polled to determine when the Council could meet again to go over plans, draft agenda, and further input for final preparations. At a minimum, the Council could meet again in March or some time prior to the Expo to recruit more volunteers and discuss last minute details. We could also put on the agenda to discuss the results of the audit and how to move forward with regards to a legislative amendment.

Chair Jones-Thomas indicated that March would be a good time for the Council to meet. The Ad-hoc Committee will meet prior to the Expo to communicate, brainstorm, and hash out some things. She told members a doodle poll will be sent to see what schedules look like to try to plan a date to meet in March.

Chair Jones-Thomas asked if there were any other questions or remarks. Evon Smith asked if the Council was defined by Legislation. Ms. Smith had concerns as to why the Bureau of Emergency Medical Services (EMS), who is the lead for EMS education, was not included on the Council. Dr. Tremblay explained the legislation created the Health Works Commission (HWC) back 15 or 20 years ago and under the HWC is the Nursing Supply and Demand Council (NSDC) and Simulation Medical Training and Education Council of Louisiana (SMTEC-LA). In the legislation, it is very clear who the members are. There are 24 organizations or entities represented and each one is named. He provided additional history of the Council.

#### PUBLIC COMMENTS

No public comments were noted.

#### CLOSING REMARKS

Chair Jones-Thomas told members that this has certainly been a good discussion and she feels much better about the direction. We have people here, we have an Ad-hoc Committee, and we're going to work

as a group to pull this Simulation Expo off because, as she mentioned previously, there are a lot of institutions that are ahead, there were some LPN schools that were missed when the previous training took place, and there are some that haven't quite figured out what to do with them. She personally thinks there is still a need for this Council in the state. She said we just have to brainstorm to see the best way to continue to support the Simulations efforts throughout the state.

CALL FOR ADJOURNMENT

With there being no other business or comments, a motion for adjournment was made by Dr. Tremblay, seconded by Martha Moore, and the meeting was adjourned at 10:07 a.m.