**DRAFT**

**SIMULATION MEDICAL TRAINING AND EDUCATION COUNCIL OF LOUISIANA**

**(SMTEC-LA) Minutes**

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

CALL TO ORDER

Council Chair Tabitha Jones-Thomas called the meeting to order at 9:05 a.m. In the absence of a quorum of the Council, a quorum of the Executive Committee was achieved.

ROLL CALL

After calling the roll, Chair Jones-Thomas noted there was a quorum of the Council.

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| **Members Present** | **Affiliation** |
| Tabitha Jones-Thomas, Chair  Kenneth Alexander\*  Lisa Broussard\*  Brian Burton  Jennifer Calzada  Nicole Coarsey  Vincent Culotta  Karen Denby\*  Wes Hataway\*  Daryl Lofaso\*  Martha Moore  Lisa Rogers\* (Paula Hellums)  Kellie Taylor-White  Rosa Walton | LA Assoc. of Independent Colleges & Universities  LA Hospital Association  LA Council of Administrators of Nursing Education  AHECs for a Healthy Louisiana  Tulane School of Medicine  LA Department of Health  LA State Board of Medical Examiners  Board of Regents  LA Nursing Home Association  LSUHSC – New Orleans  LA Department of Education  LCTCS  LAWorkforce Commission  Governor’s Office of Elderly Affairs |
| **Members Absent** | **Affiliation** |
| Nick Albares  Lynn Ansardi  Alison Davis  Patricia Dufrene  Stacey Lee  Dustin Miller  Dan Morrish  Evon Smith  Trudy Williams, Vice Chair  Peggy Wolfe | Governor’s Policy Advisor on Health  LA State Board of Practical Nurse Examiners  LA State University System  LA State Board of Nursing  LSUHSC – Shreveport  House of Representatives  LA Senate  LA Ambulance Alliance  Southern University System  University of Louisiana System |

\*Members of the Executive Committee

APPROVAL OF MINUTES

The minutes from the October 26, 2018 meeting were presented for review and approval.

**On motion of Ms. Martha Moore, seconded by Mr. Wes Hataway, the Simulation Medical Training and Education Council, unanimously approved the minutes of October 26, 2018.**

A motion for approval of the minutes was made by Martha Moore, seconded by Wes Hataway.

OLD BUSINESS

* Review of Committee Matrix

Chair Jones-Thomas said that previously Dr. Larry Tremblay, former employee of the Board of Regens, had reviewed and updated the membership to the Simulation Council. She said it had been difficult to have a quorum at the meetings. The Chair reminded members that if they cannot attend the meeting, they could use the “designee form” to send a representative. She asked Ms. Carolyn Blanchard, Board of Regents, to send the contact information,

* Simulation Expo

Chair Jones-Thomas invited the members of the Simulation Council to attend the upcoming Simulation Expo to be held at the Crowne Plaza in Baton Rouge on April 29, 2019. She reviewed the agenda with the Council and noted presentations by Daryl Lofaso, Lisa Broussard and herself. The Chair also pointed out there will be breakout sessions throughout the day. There are expectations of around 200 attending the Expo.

Chair Jones-Thomas said they are accepting Simulation Abstracts at this time, and she requested volunteers to assist in reviewing the abstracts. The types of abstracts are (1) simulation research and (2) creative work in simulation. There will be a winner for the top abstract along with a monetary prize. Nicole Coarsey, Kellie Taylor-White, Manda Moore and Lisa Rogers volunteered to assist in this assignment. She said vendors have also made contributions to pay for speakers. Jennifer Calzada inquired if she could have a list of vendors.

NEW BUSINESS

* Election of New Chair for Council

Chair Jones-Thomas said the election of a new chair would take place today. She is working on her dissertation and must pass the chairmanship to someone else at this time. She said that she offered the nomination of Alison Davis, the representative of the Louisiana State University System, as the next chair. Dr. Davis has accepted the nomination if approved by the Council. Chair Jones-Thomas opened the floor for other nominations.

**On motion of Ms. Martha Moore, seconded by Mr. Brian Burton, the Simulation Medical Training and Education Council, unanimously approved the nomination of Ms. Alison Davis as the next chair of the Council. She will be chair at the next scheduled meeting. Trudy Williams will continue as Vice Chair.**

Questions were raised regarding the term limit on the chair, and what are the terms of the members.

PUBLIC COMMENTS

No public comments were noted.

CLOSING REMARKS

Chair Jones-Thomas said an evaluation would be done of the Expo to see if it should be continued in the future. Dr. Broussard offered the suggestion of hosting an expo every other year.

CALL FOR ADJOURNMENT

With there being no other business or comments, the meeting was adjourned at 2:10 p.m.