

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

Minutes

Thursday, January 28, 2016

Louisiana Hospital Association Board Room

Meeting Attendance		
Members Present	Members Absent	Guests
Dr. Sheila Chauvin, Chair* Kenneth Alexander* Bootsie Durand Patricia Dufrene Paula Hellums* Dr. Jacqueline Hill Martha Moore* Dr. Melinda Oberleitner* Dr. Larry Tremblay* Stacy Lee (<i>representing Dr. J. Eggerstedt</i>) Tabitha Jones-Thomas	M. Lynn Ansardi Dr. Matthew Carlisle Gerrelde Davis Laurie Fontenot (Ad-Hoc) David Halveston Sen. David Heitmeir Jon Johnson Dr. J. Korndorffer, Jr. Dr. Cecelia Mouton Rep. Patrick Williams KarenSue Zoeller*	Mary Pat Thevenot, Our Lady of the Lake College

*Members of the Executive Committee

Call to Order:

The meeting was called to order at 1:35 p. m. A quorum was not achieved, but a majority of the Executive Committee was present, so the meeting went into Executive Committee. All members present engaged fully in discussion of agenda items and actions taken were within the Executive Committee.

Mr. Kenneth Alexander was introduced to Council members as the new representative for the Louisiana Hospital Association. Mr. Alexander will also serve as a member of the Executive Committee.

Approval of the Minutes

Minutes from March 31, 2015 were presented for approval. Minor editorial revisions were made by committee members. A motion for approval of the minutes, as revised, was made by Dr. Larry Tremblay, seconded by Ms. Martha Moore, and approved unanimously by the Executive Committee.

The June 23, 2015 meeting was cancelled due to a lack of quorum and majority present for the Executive Committee.

LA Health Works Commission Update

Ms. Laurie Fontenot, Chair of the LaHWC was not present at the meeting to provide a report.

LA Board of Regents Update:

Dr. Tremblay (Board of Regents) provide a brief update on the current state financial situation. Funding for future proposals will be determined at a future point in time.

Project Update:

The 2014-15 Simulation Project was completed as proposed, on time, and within budget. The point-of-care training sessions contributed substantially to improved teamwork, healthcare quality and safety and was well-received across all settings. Several hospital partners have now incorporated simulation-based interprofessional team training into their ongoing staff education and development processes. For example, one hospital partner now sponsors such training at their facility on a quarterly basis. For the statewide simulation faculty development program, the last four courses were developed and implemented statewide through regional implementation during the spring 2015 in New Orleans, Shreveport, and Lafayette. All courses were very well-received. Program evaluation results revealed consistently high ratings and only very minor editorial refinements were necessary in course materials.

For the 2015-16 year, a new proposal that was endorsed by the Council was submitted in August 2015 for funding. The Executive Committee of the Health Works Commission did not approve funding for continuing point-of-care simulation-based interprofessional team training and requested a revised proposal targeting only the statewide simulation faculty development program. The revised proposal was submitted and approved for funding. This 2015-16 project will focus on the following priorities: 1) operationalize the established Statewide Simulation Faculty Development Oversight Committee, 2) design and conduct a statewide train-the-trainer program to increase the pool of available and qualified faculty trainers/facilitators for the 12 established SimFD courses, and 3) finalize a set of procedures and documents for continuing statewide implementation of the SimFD program. Once again, Dr. Chauvin is serving as the Principal Investigator/Project Director (PI/PD).

SMTEC-LA Annual Summary Report for 2015

This report was disseminated for review and comment. Minor editorial refinements were identified and the final report was approved unanimously by the Executive Council (Motion by Dr. Tremblay, Second by Ms. Martha Moore). The report will be submitted, as delineated in the Council's legislative charge.

Council Membership

Dr. Chauvin shared the current membership roster with Council members and noted that several representatives are at or near term renewal. Follow up letters will be distributed sometime in the near future. Also, due to recent retirements and employment departures, several member positions are vacant (e.g., LA Nursing Home Association, LA Department of Health and Hospitals, LA Workforce Commission). Requests for new representatives will also be distributed to fill these vacancies. Dr. Chauvin asked members to check their information on the roster for accuracy. Dr. Chauvin will provide an updated roster to Dr. Tremblay, so he and his assistant, Ms. Kathy Hoyt, can follow-up with relevant member organizations to achieve renewals and replacements.

Dr. Chauvin also addressed the Council regarding leadership and transitions within the Council. Dr. Chauvin expressed her gratitude to Council members for their support of her role as Chair and her appreciation of the opportunity to serve in this role since the establishment of the Council in 2009. She asked Council members for recommendations for a member to succeed her as Chair, as it has become necessary for her to relinquish this role. After some deliberation, Ms. Paula Hellums was elected Chair and Ms. Tabitha Jones-Thomas was elected Vice Chair, both by unanimous vote of the Executive Committee. Dr. Chauvin will work with Ms. Hellums and Ms. Jones-Thomas over the coming months to achieve a smooth transition. Dr. Melinda Oberleitner requested that the minutes reflect the gratitude of Council members to Dr. Chauvin for her leadership over the past six years and the substantial contributions that she has made both to the Council directly and to the advancement of simulation-based education statewide. Other Council members unanimously endorsed the request and recognition. Dr.

Chauvin expressed heartfelt appreciation to the Council members and her continued support of the Council's work moving forward.

SMTEC-LA Work Groups

No new information was available to report.

Project Proposals for Future Consideration

Dr. Chauvin invited Council members to identify and discuss potential project ideas that might be considered for the future. After some discussion, Council members agreed to submit project ideas to Ms. Hellums via email. As ideas are generated, it may be useful to create a shared space (e.g., a shared Dropbox folder) where Council members can review and comment to further development.

Other Business:

No other business was identified by SMTEC-LA members.

Public Comments:

None were offered.

Call for Adjournment:

A motion to adjourn was made at 3:30 p.m. by Dr. Tremblay, seconded by Dr. Oberleitner, was passed by unanimous vote of the Executive Committee.

NEXT MEETING: To be determined by Ms. Paula Hellums.