

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

**Minutes**  
 Thursday, July 7, 2016

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

<b>Meeting Attendance</b>		
<b>Members Present</b>	<b>Members Absent</b>	<b>Guests</b>
Paula Hellums, Chair* Tabitha Jones-Thomas, Vice Chair Patricia Dufrene Daryl Lofaso Matha Moore* Dr. Melinda Oberleitner* Dr. Larry Tremblay* Dr. Peggy Wolfe	M. Lynn Ansardi Gerelda Davis David Halveston Sen. David Heitmeir Dr. Jacqueline Hill Jon Johnson Dr. J. Korndorffer, Jr. Dr. Kim Meyer Dr. Cecelia Mouton Rep. Patrick Williams	Dr. Sheila Chauvin

\*Members of the Executive Committee

Call to Order:

The meeting was called to order at 1:15 p.m. A quorum was not achieved, but a majority of the Executive Committee was present; therefore, the meeting went into Executive Committee.

Approval of the Minutes

Minutes from January 28, 2016 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. Melinda Oberleitner, seconded by Dr. Larry Tremblay, and approved unanimously by Committee members.

LA Health Works Commission Update

Ms. Laurie Fontenot has resigned as Chair of the Health Works Commission and Nursing Supply and Demand Council. Dr. Cynthia Bienemy is now Chair of the Nursing Supply and Demand Council and Interim Chair of the Health Works Commission. Project proposals for 2016-17 will be reviewed at the next Health Works Commission meeting.

LA Board of Regents Update:

Update provided by Dr. Tremblay to include a brief update on the current state financial status.

2015-2016 Simulation Project.

Dr. Shelia Chauvin reviewed the LASimFD 2015-16 report entitled “Establishing a Sustainability Model for the Louisiana Statewide Simulation Faculty Development Program (LaSimFD)”

Points of discussion:

- Formalize the Leadership Team
- Develop sustainability model to promote faculty development across the state
- Maintain rigor with train-the-trainer
- LASimFD Leadership Team meetings will continue to be conducted via teleconference
- The Leadership Team will function as hub to coordinate, collaborate, and match the institution to the course facilitator and program evaluator

- The Leadership Team will submit evidence to support expansion
- If an institution expresses interest in faculty development courses, the institution will manage marketing, facility, etc.
- Compensation for course facilitator will be \$300 per course and will be the responsibility of the institution requesting the training
- The Leadership Team will develop policy that incorporates travel and facilitator fee
- Dr. Shelia Chauvin, Chair and Dr. Jennifer Lemoine, Vice Chair of the LaSimFD will serve three year terms
- Results from train-the-trainer were reviewed: 31 registered and 19 participated. Dr. Chauvin will follow up with participants who did not submit required coursework to complete the train-the-trainer courses
- Advertising of FD courses: communication regarding training will be sent twice a year
- Documents under development by the LaSimFD Leadership Team include: an instructor directory, information sheet, and appendix for course descriptions

#### 2016-17 LA Health Works Commission Funding Proposal(s)

Project Title: High Fidelity Simulation-From Classroom to Clinical Practice. Council accepted/supported the proposal in concept but recommended the following revisions: more detailed budget, BSN input/participation, clarification of purpose, evaluation tool, clearly defined terms, and clarification regarding partnering with statewide industry leaders.

#### Council Membership

Ms. Hellums encouraged participants to ensure membership is current. Ms. Hoyt will be working to review membership and contact inactive members regarding membership renewal/appointment of new representatives/designees to assist in establishing a quorum for future meetings.

#### Work Groups

The effectiveness of the work groups was briefly discussed; however, this discussion will be revisited after membership is stabilized.

#### Future Meeting Locations – Tour of Facilities

The Council will select 1 or 2 sites each year to tour. This will allow members to see the state's simulation resources.

#### Other Business:

No other business was identified by SMTEC-LA members.

#### Public Comments:

No public comments were noted.

#### Call for Adjournment:

Martha Moore moved to adjourn meeting, Dr. Larry Tremblay seconded.

Meeting adjourned at 3:04

**NEXT MEETING:** TBA - Location and additional details will be forthcoming.