

# ***Nebraska Coalition for Patient Safety***

## ***Meeting Minutes***

February 1, 2007

### **I. Call to order**

**Stephen Smith, MS** called to order the **Annual Meeting** via teleconference of the **Nebraska Coalition for Patient Safety (NCPS)** at **1300** on **February 1, 2007**.

### **II. Roll call**

S. Smith conducted a roll call. The following persons were present: D. Brown, M. Horn, E. DeSimone, K. Jones, C.Kampschnieder, E. Olson, M. Seeland, S. Smith, P. Scholting, and A. Svoboda. Absent: R. Driewer, R. McQuillan, and C. Mlady.

### **III. Approval of minutes from last meeting**

Members of the BOD read the minutes from the last meeting. The minutes were approved as read.

### **IV. General Discussion**

- a) NCPS completed the first fiscal year in December 2006.
- b) Election of officers. The BOD reviewed the by-laws regarding terms of the officers. Officers will serve a one-year term with possible reappointment for an additional year. Election will take place at the end of each fiscal year. BOD selected by their respected associations will serve three-year term with possible reappointment for an additional three years. Election of the BOD will take place at the end of the fiscal year in 2008. S. Smith suggested to the board that terms of the board members be staggered to ensure continuity in the board.
- c) With approval of the BOD, the current executive officers were reelected to their respected positions. S. Smith, president of the board, R. Driewer, vice-president of the board, E. DeSimone, treasurer, and P. Scholting, secretary.

### **V. Committee Reports**

- a) **Reporting Committee.** S. Smith reporting. The committee has plans to send a letter to numerous organizations in an effort to generate interest in the pilot program in error reporting. Hospitals across the state will be approached to participate. A contract will be developed which binds the NCPS to confidentiality of the information received. Historical data from the past six months as well as current data will be requested from the participating organizations. Discussion was also held regarding the recent Minnesota Report, which was forwarded to the board for review. The board was favorable regarding the information included in the report. It was thought that

this type of reporting and educational material would serve as a guide as the NCPS progresses.

- b) **Finance Committee.** E. DeSimone reporting. The IRS continues to process the 501C3 designation for the NCPS. Unfortunately, the committee is unable to move forward in regards to seeking financial grants until this is received. Association and other financial pledges were reviewed and discussed. The committee will continue to approach organizations regarding financial support in the form of pledges.
- c) **Education Committee.** S. Smith reporting in the absence of R. McQuillan. Discussion was held regarding the upcoming Creighton University Distinguished Lecture Series. Eduardo Salas, PhD will be presenting a lecture on teamwork. The board was encouraged to attend. A future committee meeting is planned.
- d) **Communication Committee.** S. Smith reporting. Discussion was held regarding upcoming speaking engagements promoting the NCPS mission.

## **VI. Other business**

- a) Role of financial sponsors. The BOD discussed the desired level of participation by financial sponsors. It was the consensus of the board that participation would be limited to attendance at regular meetings at this time.
- b) Consumer board member. This position remains vacant. S. Smith plans to contact Senator Jim Jensen regarding his interest in serving as the consumer member of the board.
- c) Next Meeting. Due to the inability to move forward at this time until the IRS grants the NCPS its 501C3 designation, the board will meet in late March.
- d) Old business. Discussion was held regarding the Executive Director position, which was approved by the BOD in 2006. Monica Seeland, board member is currently serving in this position.

## **VII. Adjournment**

**S. Smith, president** adjourned the meeting at **1345**.

Minutes submitted by: P. Scholting, secretary.

Minutes approved by: