

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

## ***Meeting Minutes***

April 04, 2006

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

**Steve Smith, MD** called to order the teleconference meeting of the **Nebraska Coalition for Patient Safety** at **1200** on **April 4, 2006**.

### **II. Roll call**

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

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

The minutes from the February 28, 2006 were approved as read.

### **IV. Open issues**

- a) Discussion was held regarding the clarification of the role of the five associations within the NCPS: NMA, NNA, NPA, NHA, and NAPA. The board decided that representatives may attend board meetings and minutes from these meetings will be forwarded to the associations. S. Smith, board president will notify the associations of this decision.
- b) CIMRO will be meeting on May 9, 2006 in Lincoln. S. Smith will plan to attend this meeting and present information regarding the mission of the NCPS to the attendees.
- c) The communication brochure was once again reviewed following changes that were suggested at the prior board meeting. Changes in the brochure were approved to include the web addresses for the five associations stated above. M. Seeland will move forward to printing of the brochures. These will be sent to the associations as well as state legislative representatives.
- d) E. DeSimone presented the Finance Committee report. Discussion was held regarding the budget proposal, in-kind donations from Creighton University, and the membership fee schedule. The board requested that the committee further discuss and design a benefit package, job description, and contract for a FT executive director for the NCPS. Discussion was also held regarding D-O insurance. Price quotes will be obtained from multiple vendors.
- e) The Reporting Committee chair, R. Billerbeck requested that he be replaced from this position due to his current workload. It was decided by the board that this committee would be co-chaired by K. Jones and S. Smith in order to distribute the workload. The co-chairs will hold a future meeting.
- f) R. McQuillan presented the Education Committee report. Numerous topics were presented and discussed at the February 10, 06 meeting of this committee. Topics of discussion included the mission statement and strategic

goals in regards to education. The development of education seminars for presentation to organizations requesting information on patient safety was open for review. This committee has plans to meet for further development in these areas.

**V. Future business**

- a) Further discussion will be held regarding the development of a contract for membership in the NCPS and the fee schedule.
- b) Review of an employee benefit package, job description, and contract for an executive director of the NCPS. This will be developed through the Finance Committee.
- c) Continued development and work on the part of the committees regarding issues and requests by the board.
- d) The board will meet in early May.

**VI. Adjournment**

**Steve Smith, MD** adjourned the meeting at **1320**.

Minutes submitted by: Patty J Scholting, PA-C, Secretary NCPS.

Minutes approved by: