



RESPIRATORY CARE PRACTITIONERS EXAMINING COUNCIL
Room 121B, 1400 East Washington Avenue, Madison
Contact: Tom Ryan (608) 266-2112
April 14, 2016

The following agenda describes the issues that the Council plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions and deliberations of the Council.

AGENDA

9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A) Adoption of Agenda (1-2)**
- B) Approval of Minutes of September 30, 2015 (3-5)**
- C) Administrative Updates (6-8)**
 - 1) Election of Officers
 - 2) Delegation of Authorities and Liaison Appointments
 - 3) Staff Updates
 - 4) Council Members – Term Expiration Dates
 - a) Ann Bonner – 07/01/2017 (Appointed 10/21/15)
 - b) William Rosandick – 07/01/2016 (Reappointed 10/21/15)
 - c) Lynn Waldera – 07/01/2017 (Reappointed 10/21/15)
- D) Legislative and Administrative Rule Matters – Discussion and Consideration (9)**
 - 1) Update on Assembly Bill 726/Senate Bill 568 Relating to Renaming, Changing Membership and Eliminating Certain Professional Licensure Boards
 - 2) Update on Senate Bill 698 Relating to Duties and Powers of DSPS
 - 3) Statutes and Rules Affecting the Profession
 - 4) Update on Other Legislation and Pending or Possible Rulemaking Projects
- E) Speaking Engagement(s), Travel, or Public Relation Request(s) (10-12)**
 - 1) 2016 State Licensure Liaison Group Meeting in Olathe, Kansas on August 26-27, 2016 – Consider Attendance
- F) Wisconsin Society for Respiratory Care Letter Regarding Respiratory Care Continuing Education (13-14)**
- G) Informational Items**
- H) Items Added After Preparation of Agenda:**
 - 1) Introductions, Announcements and Recognition

- 2) Administrative Updates
- 3) Elections, Appointments, Reappointments, Confirmations, and Committee, Panel and Liaison Appointments
- 4) Education and Examination Matters
- 5) Credentialing Matters
- 6) Practice Matters
- 7) Future Agenda Items
- 8) Legislation/Administrative Rule Matters
- 9) Liaison Report(s)
- 10) Informational Item(s)
- 11) Disciplinary Matters
- 12) Motions
- 13) Petitions
- 14) Appearances from Requests Received or Renewed
- 15) Speaking Engagement(s), Travel, or Public Relation Request(s), and Reports

I) Future Items

J) Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (§ 19.85 (1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 448.02 (8), Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.).

K) Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) Disciplinary Matters
- 4) Petitions for Assessments and Evaluations
- 5) Remedial Education Cases
- 6) Motions
- 7) Petitions for Re-Hearing
- 8) Appearances from Requests Received or Renewed

L) Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

M) Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

N) Open Session Items Noticed Above not Completed in the Initial Open Session

O) Ratification of Examination Scores

P) Council Member Training Presentation

ADJOURNMENT

**RESPIRATORY CARE PRACTITIONERS EXAMINING COUNCIL
MEETING MINUTES
September 30, 2015**

PRESENT: Ann Meicher, William Rosandick, Lynn Waldera

STAFF: Tom Ryan, Executive Director; Nifty Lynn Dio, Bureau Assistant; and other Department Staff

CALL TO ORDER

Lynn Waldera, Chair, called the meeting to order at 9:00 A.M. A quorum of three (3) members was confirmed.

ADOPTION OF AGENDA

MOTION: William Rosandick moved, seconded by Ann Meicher, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Ann Meicher moved, seconded by William Rosandick, to approve the minutes of October 8, 2014 as published. Motion carried unanimously.

ELECTION OF OFFICERS AND LIAISON APPOINTMENTS

CHAIR

NOMINATION: William Rosandick nominated Lynn Waldera for the Office of Council Chair. Nomination carried by unanimous consent.

Executive Director Tom Ryan called for nominations three (3) times.

Lynn Waldera was elected Council Chair.

VICE CHAIR

NOMINATION: Lynn Waldera nominated William Rosandick for the Office of Vice Chair. Nomination carried by unanimous consent.

Executive Director Tom Ryan called for nominations three (3) times.

William Rosandick was elected as Vice Chair.

SECRETARY

NOMINATION: William Rosandick nominated Ann Meicher for the Office of Secretary. Nomination carried by unanimous consent.

Executive Director Tom Ryan called for nominations three (3) times.

Ann Meicher was elected as Secretary.

2015 ELECTION RESULTS	
Council Chair	Lynn Waldera
Vice Chair	William Rosandick
Secretary	Ann Meicher

APPOINTMENTS OF LIAISONS, ALTERNATES, AND DELEGATES

MOTION: William Rosandick moved, seconded by Ann Meicher, to affirm the following appointments made by the Chair:

- a) **Credentialing Liaison** William Rosandick, Lynn Waldera
(alternate)
- b) **PAP Liaison** Lynn Waldera
- c) **DLSC Liaison** Lynn Waldera
- d) **Legislative Liaison** William Rosandick
- e) **Education and Exams** Lynn Waldera, William Rosandick
- f) **Travel Liaison** Lynn Waldera

Motion carried unanimously.

MOTION: William Rosandick moved, seconded by Ann Meicher, that the Council delegates authority to the Chair, highest ranking, or longest serving member to sign documents on behalf of the Council. In order to carry out duties of the Council, the Chair, highest ranking, or longest serving member has the ability to delegate this signature authority to the Council's Executive Director for purposes of facilitating the completion of assignments during or between meetings. Motion carried unanimously.

MOTION: Ann Meicher moved, seconded by William Rosandick, in order to facilitate the completion of assignments between meetings, the Council delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Council, to appoint liaisons to the Department to act in urgent matters, to fill vacant appointment positions, and to carry out other assignments in accordance with the law. Motion carried unanimously.

MOTION: William Rosandick moved, seconded by Ann Meicher, to delegate authority to the Credentialing Liaison to address all issues related to credentialing matters in its advisory capacity. Potential denial decisions should be referred to the full Council for final determination. Motion carried unanimously.

SPEAKING ENGAGEMENTS, TRAVEL, OR PUBLIC RELATION REQUESTS

Report From Prior State Licensure Liaison Group Meetings – Lynn Waldera

MOTION: William Rosandick moved, seconded by Ann Meicher, to review the statutes and rules affecting the profession. Motion carried unanimously.

MOTION: Ann Meicher moved, seconded by Lynn Waldera, to authorize William Rosandick to advance dialogue and action regarding a continuing education requirement for the profession. Motion carried unanimously.

Consider Attendance at the 2016 State Licensure Liaison Group Meeting

MOTION: William Rosandick moved, seconded by Ann Meicher, to authorize the Chair designate the Board's delegate to attend the 2016 State Licensure Liaison Group Annual Meeting, and to authorize travel. Motion carried unanimously.

CLOSED SESSION

MOTION: Ann Meicher moved, seconded by William Rosandick, to convene into closed session to deliberate on case(s) following hearing (Wis. Stat. § 19.85 (1) (a)); consider closing disciplinary investigation(s) with administrative warning(s) (Wis. Stat. § 19.85 (1) (b) and 440.205); to consider individual histories or disciplinary data (Wis. Stat. § 19.85 (1) (f)); and to confer with legal counsel (Wis. Stat. § 19.85 (1) (g)). Council Chair read the language of the motion. The vote of each member was ascertained by voice of vote. Roll Call Vote: Ann Meicher-yes; William Rosandick-yes; Lynn Waldera-yes. Motion carried unanimously.

The Council convened into Closed Session at 9:46 a.m.

RECONVENE TO OPEN SESSION

MOTION: Ann Meicher moved, seconded by William Rosandick, to reconvene in Open Session at 10:49 a.m. Motion carried unanimously.

RATIFICATION OF EXAMINATION SCORES

MOTION: Ann Meicher moved, seconded by William Rosandick, to ratify all examination scores. Motion carried unanimously.

ADJOURNMENT

MOTION: Ann Meicher moved, seconded by William Rosandick, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:58 a.m.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Nifty Lynn Dio, Bureau Assistant		2) Date When Request Submitted: 12/23/15 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting									
3) Name of Board, Committee, Council, Sections: Respiratory Care Practitioners Examining Council											
4) Meeting Date: 04/14/2016	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Updates 1. Election of Officers 2. Liaison Appointments and Delegated Authorities									
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A									
10) Describe the issue and action that should be addressed: 1. Elect Officers for 2016 2. The Chair Appoints Liaisons 3. The Council should consider continuation or modification of previously delegated authorities											
11) Authorization <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px solid black;">Nifty Lynn Dio</td> <td style="width: 30%; border-bottom: 1px solid black; text-align: right;">12/23/15</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Signature of person making this request</td> <td style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Supervisor (if required)</td> <td style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black;">Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date</td> </tr> </table>				Nifty Lynn Dio	12/23/15	Signature of person making this request	Date	Supervisor (if required)	Date	Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date	
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Signature of person making this request	Date										
Supervisor (if required)	Date										
Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date											
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.											

Respiratory Care Practitioners Examining Council

2015 ELECTION RESULTS	
Council Chair	Lynn Waldera
Vice Chair	William Rosandick
Secretary	Ann Meicher

APPOINTMENTS OF LIAISONS, ALTERNATES, AND DELEGATES

2015 LIAISON APPOINTMENTS	
Credentialing Liaison	William Rosandick Alternate – Lynn Waldera
PAP Liaison	Lynn Waldera
DLSC Liaison	Lynn Waldera
Legislative Liaison	William Rosandick
Education and Exams Liaison	Lynn Waldera, William Rosandick
Travel Liaison	Lynn Waldera

MOTION: William Rosandick moved, seconded by Ann Meicher, that the Council delegates authority to the Chair, highest ranking, or longest serving member to sign documents on behalf of the Council. In order to carry out duties of the Council, the Chair, highest ranking, or longest serving member has the ability to delegate this signature authority to the Council’s Executive Director for purposes of facilitating the completion of assignments during or between meetings. Motion carried unanimously.

MOTION: Ann Meicher moved, seconded by William Rosandick, in order to facilitate the completion of assignments between meetings, the Council delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Council, to appoint liaisons to the Department to act in urgent matters, to fill vacant appointment positions, and to carry out other assignments in accordance with the law. Motion carried unanimously.

MOTION: William Rosandick moved, seconded by Ann Meicher, to delegate authority to the Credentialing Liaison to address all issues related to credentialing matters in its advisory capacity. Potential denial decisions should be referred to the full Council for final determination. Motion carried unanimously.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Dale Kleven Administrative Rules Coordinator		2) Date When Request Submitted: 2/23/16 Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Respiratory Care Practitioners Examining Council			
4) Meeting Date: 4/14/16	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Legislative and Administrative Rule Matters – Discussion and Consideration 1. Update on Assembly Bill 726/Senate Bill 568 Relating to Renaming, Changing Membership and Eliminating Certain Professional Licensure Boards 2. Update on Senate Bill 698 Relating to Duties and Powers of DSPS 3. Statutes and Rules Affecting the Profession 4. Update on Other Legislation and Pending or Possible Rulemaking Projects	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both		8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:
10) Describe the issue and action that should be addressed: 1. Assembly Bill 726: http://docs.legis.wisconsin.gov/2015/proposals/reg/asm/bill/ab726 Senate Bill 568: http://docs.legis.wisconsin.gov/2015/proposals/reg/sen/bill/sb568 2. Senate Bill 698: http://docs.legis.wisconsin.gov/2015/proposals/reg/sen/bill/sb698			
11) Authorization			
<i>Dale Kleven</i>		<i>February 23, 2016</i>	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Samantha Weishan Bureau Assistant		2) Date When Request Submitted: 3/30/16 Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Respiratory Care Practitioners Examining Council			
4) Meeting Date: 4/14/16	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Speaking Engagement(s), Travel, or Public Relation Request(s) 2016 State Licensure Liaison Group Meeting in Olathe, Kansas on August 26-27, 2016 – Consider Attendance	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both		8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:
10) Describe the issue and action that should be addressed: Consider designation of Member to attend the 2016 State Licensure Liaison Group Meeting in Olathe, Kansas on August 26-27, 2016 Standard Motion language Move to designate Board/Staff Member Name to attend the 2016 State Licensure Liaison Group Meeting in Olathe, Kansas on August 26-27, 2016 and to authorize travel.			
11) Authorization			
<i>Samantha Weishan</i>		<i>March 30, 2016</i>	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date			
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Join us for the
25TH ANNUAL
State Licensure Liaison Group Meeting

AUGUST 26-27, 2016

WELCOME RECEPTION: FRIDAY, AUGUST 26TH 6:00-8:00 P.M.

MEETING: SATURDAY, AUGUST 27TH 8:00 A.M.-5:00 P.M.

EMBASSY SUITES
10401 S. RIDGEVIEW ROAD
OLATHE, KANSAS 66051

You or your designated representative are invited to attend the 2016 meeting of the State Licensure Liaison Group, sponsored by the NBRC and the American Association for Respiratory Care (AARC). Whether you are a first time attendee or a veteran participant, make plans to attend this year's meeting.

This will be the 25th annual meeting of the State Licensure Liaison Group, formed to promote effective communication between the NBRC, AARC and state agencies, which regulate the profession of respiratory care, as well as a forum for state regulators to discuss issues of mutual interest. If permissible in your state, the NBRC will be responsible for the travel expenses for one representative from your state to attend this meeting.

We hope you will make every effort to attend this year's meeting or to send a representative of your agency. Please complete and return the enclosed registration form by May 15, 2016 to confirm your attendance. Upon receipt of your confirmation, we will provide you with information to make your travel arrangements.

We look forward to seeing you in August!

REGISTRATION FORM
STATE LICENSURE LIAISON GROUP MEETING
Sponsored by the NBRC and AARC
August 26-27, 2016
Emassy Suites Olathe
Olathe, Kansas

This is an electronically fillable form!
Please return the registration form to Glenda Hocker at glenda.hocker@nbrc.org.
Travel information will be provided to the attendee once the registration form is received.

My state will send the following representative to the 2016 meeting of the NBRC State Licensure Liaison Group (SLLG). I understand the NBRC will pay the travel expenses for this individual (if permitted by your state).

Name _____
Please Print

Title _____

Address _____

Phone Numbers: Office/Home _____ Cell _____

E-mail Address _____

In addition to the individual named above, the following person will attend this meeting. I understand the state will be responsible for travel expenses for this individual.

Name _____
Please Print

Title _____

Address _____

Phone Numbers: Office/Home _____ Cell _____

E-mail Address _____

My state cannot send a representative at this time. State: _____

National Board for Respiratory Care, Inc. (NBRC)
18000 West 105th Street
Olathe, Kansas 66061
Email Completed Form to glenda.hocker@nbrc.org or
FAX (913) 895-4660

PLEASE RETURN THIS FORM NO LATER THAN May 16, 2016.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Samantha Weishan, Bureau Assistant On behalf of Tom Ryan, Executive Director		2) Date When Request Submitted: 3/30/16 Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Respiratory Care Practitioners Examining Council			
4) Meeting Date: 4/14/16	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Wisconsin Society for Respiratory Care Letter Regarding Respiratory Care Continuing Education	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both		8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:
10) Describe the issue and action that should be addressed: Discussion of possible continuing education			
11) Authorization			
<i>Samantha Weishan</i>		<i>March 30, 2016</i>	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date			
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December 31, 2015

William Rosandick
RCP Examining Board Committee Member
Department of Safety and Professional Services

RE: Proposed State Licensure Renewal Requirements

Dear Bill:

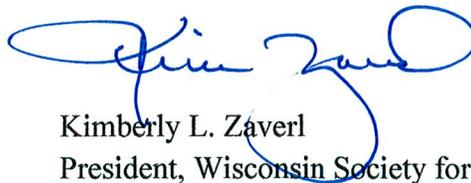
First and foremost, thank you for bringing the proposed changes to require twelve (12) continuing education credits for Wisconsin respiratory therapists to renew licensure bi-annually. Your overview and follow up discussion with the board of directors was informative, and very much appreciated.

The Wisconsin Society for Respiratory Care (WSRC) board of directors understands and supports the purpose of keeping our respiratory therapists educated to provide the most up to date and best practice to the patients we serve. The board also recognizes the timeline proposed by the Respiratory Care Practitioners (RCP) Examining Council is appropriate and well planned.

The WSRC board of directors unanimously agreed to support the RCP Examining Council proposed educational requirements for Wisconsin respiratory therapists on November 23, 2015. This letter is to certify the Board's support of the legislative actions needed to the proposed statutory changes.

Thank you for keeping Wisconsin respiratory therapists better positioned to provide the professional advancement required for an ever-changing future.

Sincerely,



Kimberly L. Zaverl
President, Wisconsin Society for Respiratory Care