

SOUTH WEST REGION ACPE
Leadership Council Meeting
Children's Medical Center, Dallas, Texas
1 May 2009

Present : Doug Watts Lerrill White, Mark Hart, Theo Stewart, Jose Cedillo, Bill Carpenter, Don Breland.

Absent: Carolyn Barksdale, Jenny Lanham, Michael Doane

I. Call to Order

The meeting was called to order at 9:00 AM by Doug Watts.

II. Welcome and "Checking In"

Each member took a few minutes to share something of their current status.

Doug Watts concluded this time by leading in prayer.

III. Agenda Items

A. Treasurer's Report

1. Discussion- Michael Doane submitted a Treasurer's report covering the period from January 1 through March 31, 2009. In it, he documented a shortfall in earnings of \$14,602.29 for this period which left us with a balance in the general fund of \$145,249.54. Bill Carpenter discussed the drop in student unit fees. Most of it has to do with the fact that we have 10 centers that have not paid, which, when paid, will make up most of the shortfall-

Motions that pertained to the Treasurer's Report:

- a. **Motion** - Relocate the function of the SWRACPE Financial Coordinator, as outlined in our governance manual, to the office of the Regional Director, in keeping with the consistent practice of other ACPE regions. These changes are ~~take Decision-Mark Hart moved~~, Theo Stewart seconded, and the motion carried. No abstentions
- b. **Motion** - That current the Financial Coordinator become the Auditor as of 1 January, 2010. ~~Decision~~ - Jose Cedillo moved, Lerrill White seconded, and the motion carried.
- c. **Motion** - That appropriate adjustments in salary be made commensurate with the move of the Financial Coordinator role to the Regional Director. That we recommend to the Personnel Committee that they establish the salary amounts to be placed in the proposed Regional budget for 2010.
 - Discussion - These moves are necessary to reflect the changes in responsibilities for the persons involved.
 - Decision-Mark Hart moved, Theo Stewart seconded, motion carried.

Michael Doane accompanied the treasurer's report with a note recommending that the Region consider moving its investment dollars to a new account.

Motion - To refer this back to the Budget and Investment Committee for them to develop a recommendation regarding this move. The recommendation is to be presented to the Leadership Council in time for its meeting in Albuquerque in October.

~~Decision~~ - Lerrill White moved, Jose Cedillo seconded, and the motion carried.

B. Regional Meeting agenda

1. Discussion. Carolyn Barksdale submitted an updated draft agenda for the 2009 Regional meeting in Albuquerque. Overall, the agenda was seen as appropriate and comprehensive. A few questions needing clarification arose and persons were assigned to follow up on these matters.
2. Decision. Lerrill White was asked to get with Carolyn Barksdale to clarify his role in the Thursday dinner, as well as to contact Jenny Lanham to check out entertainment possibilities for the dinner on Thursday. Doug Watts agreed to ask if we can bring in our own AV equipment, rather than renting it from the hotel.

C. REM meeting

1. Discussion- Mark Hart reported from a telephone conference with Harry Simmons, National REM Chair. Cindy Graber is the new chair of our region's REM. The REM conference is in San Antonio, February 3 – 6, 2010, at the Omni at the Colonade Hotel. The national office is doing the program planning. Local San Antonio arrangements are being handled by Mark Hart, Lee Ann Rathbun and Carolyn Barksdale. Efforts are being made to get more CPE students involved in the REM conference by offering more scholarships, and by lessening their cost by asking students in the San Antonio area to house some of their fellow students. Our region has pledged to contribute \$15,000 to national for the REM Conference.

D. Orientation of the New Regional Professional Ethics Commission Member

1. Discussion: In light of her term ending in 2009, Mary Stewart Hall requested that the Leadership Council consider sending her replacement to the fall 2009 meeting of the Professional Ethics Commission. This would enable the new member to be fully functional when he or she takes office in January, 2010.
2. Decision: Doug Watts will ask Steve Goss to identify someone for nomination in October with the request that they attend PEC in November. The Region will pay for that.

E. Distinguished Service Award

1. Discussion – Mark Hart agreed to develop guidelines for the nomination of persons to be considered for the award.
2. **Motion** –Select Agnes Joy as the nominee.
3. Decision - Mark Hart nominated, and Theo Stewart seconded. The motion carried.

F. The Foundation for CPE (FCPE)

1. Discussion – Mark Hart reported on the interaction between FCPE and the Board of Reps. A great deal of excitement was generated about the direction that ACPE is going in a partnership with FCPE to open up future opportunities. More information and education needs to be generated regarding the role of the FCPE, and the role of the ACPE membership in guiding the utilization of the assets raised by the FCPE. Regarding the New Generations Project, the Board of Representatives has received some proposals and is reviewing them to determine appropriate action.

G. Funding Requests (to the Strategic Planning Initiatives)

1. Dave Jenkins submitted the following request: "...request for funding for \$4163.00 to fund supervision for Sylvia Klauser for this summer at MDACC."
 - a. Discussion - This is an accreditation issue, and the hospital should pay this to meet their contract with the students. More information is needed and Dave Jenkins will be contacted.
 - b. **Motion**- That Bill Carpenter and Doug Watts will meet with the hospital administration and the Chaplaincy Committee. If, after this meeting, funds are still needed, the Region will furnish up to \$2000.
 - c. Decision – Mark Hart moved, Lerrill White seconded, motion passed.

2. Michael Saxton submitted the following request: "I recall at recent regional meetings that our strategic plan called for financial support/assistance for start up programs. So I am making the request to the leadership council to consider \$5,000 to be used for a satellite program at CHRISTUS Schumpert, St. Marys in Shreveport. I am hoping our plans would allow for the program to begin in January 2010."
 - a. Discussion. It was agreed that this request fits within the spirit of our Region's Strategic Planning Initiatives.
 - b. **Motion** - We will be supportive of this effort and feel that it fits within the purposes of our Strategic Planning Initiatives. We will propose an amount to go in the 2010 budget.
 - c. Decision - Theo Stewart moved, Lerrill White seconded, the motion carried.

H. Regional Director's Report.

1. We need a seminary rep and a clinical member on this Council. Current members are asked to be on the alert for members who would fit well as they add their perspectives to the Councils functioning.
2. Centers Closing -Oklahoma Health Center CPE Institute (Ken Blank, Supervisor) is closing at the end of the year, and Hillcrest Medical Center in Tulsa is affiliating with CPSP.
3. Personnel changes. Steve Goss is leaving Harris Methodist Health System.
4. Funds –Our \$145K in investments is vulnerable to lawsuits by disgruntled students. Should we transfer it to FCPE to protect it? Further study of this issue is needed.
 - a. Motion -That the Budget and Investment Committee bring a recommendation to the membership at the October Regional meeting related to transferring reserve funds to FCPE.
 - b. Decision - Moved by Mark Hart, seconded by Theo Stewart, motion carried
5. Telephone charges – Conference calls made in our Region are billed to the Regional Director by the National Office. Because no prior coordination is made for these calls, Bill does not know who made them and if they are a proper charge to our Region.

- a. Motion - Any Regional Committee conference calls made on the national ACPE line must be coordinated through the Regional Director before the call is made in order to track appropriate charges.
 - b. Decision - Moved by Theo Stewart, seconded by Mark Hart, motion carried.
- 6. All members of ACPE Commissions or Committees are covered by insurance. If anyone substitutes for committee member, the National Office must be notified so that that person can be added to the insurance coverage.

IV. Adjournment

The meeting was adjourned at 3:05PM.

Respectfully submitted,
Don Breland