

West Virginia Network of Ethics Committees (WVNEC)

Annual Business Meeting

November 3, 2010 12:00-1:00 pm

<p>Institutions Represented:</p> <p>Board Members Present:</p>	<p>Broaddus Hospital – Cathy Wilson, Marlana Chestnut, Susie Cvechko, Bea Hughes Montgomery General Hospital – Christy Smith, Robin McDaniel Morgantown Hospice/Monongalia General Hospital – Michelle Hopkins Panhandle Home Health</p> <p>Dee Adkins, WVHCA Kay Cottrill, United Hospital Center Charlene Farrell, Hospice of Huntington Cindy Jamison, WVNEC Alvin H. Moss, MD, WVNEC Teresa Phillips, Camden-Clark Memorial Hospital</p>	
<p align="center"><i>Topic</i></p>	<p align="center"><i>Discussion</i></p>	<p align="center"><i>Action/Follow-Up</i></p>
<p>Review of minutes from June 17, 2009 Annual Business Meeting</p>	<p>Minutes approved as distributed.</p>	
<p>Membership Report</p>	<p>There are currently 71 institutional members (35 hospitals, 26 nursing homes, 1 home health, and 9 hospices) and 14 individual members. Membership is down from 2009. All-time high membership was 86 members in 2008. The decrease in membership is attributed to the financial situation of the hospitals.</p>	
<p>Treasurer’s Report</p>	<p>Treasurer’s Report – Beginning balance at the beginning of 2010 was \$197,572.69. The current cash balance ending June 30, 2010 is \$224,131.52. The WVNEC is in sound financial condition in part because administrative and program support is provided by WVU. Educational offerings showed a profit of \$3,284.66 for the New Ethics Committee Member Training and \$3,021.83 for the Winter Noon Conference series. The annual symposium had a loss of \$2,495.30 which is much lower than in years past.</p>	
<p>Executive Director’s Report</p>	<p>New Ethics Committee Member Training – The series averaged 125 people at each session. We were able to record the three sessions so that they can be offered again.</p> <p>2009 Respecting Choices Facilitator and Instructor course – Thirty new facilitators and 8 new instructors were trained. Having these instructors allowed us to hold 2010 trainings in Beckley and Clarksburg which increased the number of trained facilitators in West Virginia by 43. The average overall evaluation was 1.11. The funding for this training was through the WVCEOLC.</p>	
		<p>Cindy will schedule a Respecting Choices for 2011.</p>

	<p>WVNEC 2010 Noon Conference Series – The series averaged 120 people at each session. The average overall evaluation rating was 1.69. This is an inexpensive means to get continuing education credit and ethics committee education.</p> <p>End-of-Life Care Skills for Long-Term Care Providers – Seventy people attended in Beckley and 75 in Bridgeport. The average overall evaluation rating was 1.71.</p> <p>EOLC including Pain Management audio conference via MDTV – This series will satisfy the requirement for licensure two hours of continuing education in end-of-life care including pain management for physicians, nurses, and physician assistants. This series is now available on the WVU Office of CE website.</p> <p>HOTTEST Topics in Ethics Consultation – Sixty-four people were in attendance with an overall evaluation rating of 1.31. Speakers were WVNEC members.</p>	
	<p>Grants – Funding from the WV Legislature provides programmatic support for educational offerings on end-of-life care. The WVCEOLC distributes advance directive, DNR card, and POST forms to WVNEC members on request.</p> <p>Claude Worthington Benedum grant for the WV e-Directive Registry - This grant is for \$100,000 to develop an electronic registry to house advance directive documents. The funding is for personnel costs, software development, and public outreach. The WV Health Information Network will have their vendor approved by their board on November 4. People have already begun to send in forms. Once the vendor is chosen and the software is developed, a video will be developed to run statewide encouraging people to send forms to the registry.</p>	
WVNEC Election	<p>An election for four institutional representatives was held in 2009. Hospital representative – Sr. Diane Bushee, St. Mary’s Medical Center. Nursing home representative – Dee Adkins, WVHCA. Hospice representative – Charlene Farrell, Hospice of Huntington. Home health representative – Laura Friend, WV Council of Home Care Agencies.</p>	
Discussion Items	<p>Health Care Decisions Day 2010 – National Health Care Decisions Day was held April 16, 2010. This year NHCDD fall on Saturday. The WVCEOLC will once again be listing participating organizations on its website. Distribution of advance directives is a good service to provide and the day can be used as a marketing tool. Charlene suggested that the day be promoted to employees within members own organizations.</p> <p>Mentoring of new ethics committee members – Charlene suggested sending out a survey to see who is willing to be a mentor and who would like to have a mentor. She suggested that mentors and mentees be paired by type of facility. Charlene Farrell, Hospice of Huntington; Kay Cottrill, United Hospital Center; Dee Adkins, WVHCA; Teresa Philips, Camden-Clark Memorial Hospital; Michelle</p>	<p>Cindy will put names of participating organizations for NHCDD on WVCEOLC website.</p> <p>Cindy will send out survey to determine who is willing to be a mentor</p>

	<p>Hopkins, Morgantown Hospice; and Christy Smith, Montgomery General Hospital all agreed to be mentors.</p> <p>Topics for future programs and newsletters - Sending the newsletter electronically saves about \$5,000 per year. No one has commented on the newsletters for six months to a year. Members on the phone are still finding articles of interest in the newsletter and read it sooner because it is online. Suggestions for topics for programs and newsletters – “I want a little bit of CPR,” ethical issues in the aging of the population, questions used during Respecting Choices training, ethical issues in discharge planning, and the rise in drug abuse and diversion.</p> <p>New Ethics Committee Member training available on CD – This is going to be ready by January 1, 2011. The CD will be available by contacting the WVNEC. Handout materials, a 15 question test, and a form to get CE credits will be sent with the CD. This is a 3-hour series. The cost is \$25 for the CD and \$10 per person needing CE credit.</p> <p>Nursing home administrator credit – A discussion of the cost of credit for nursing home administrators was held. It was determined that most administrators need CE credits for other disciplines. It was decided that the WVNEC would no longer offer credit for nursing home administrators for its educational programs through NAB.</p> <p>WVNEC Facebook group – Our student worker has developed a Facebook group for the WVNEC.</p> <p>Strategic planning survey – Only 10 responses were received. The responses were consistent even though we did not get a lot of them. New ethical issues that are just developing or becoming more of a problem were identified and will be addressed through newsletter articles or educational programs. Dee noted that because of new health care reform, every long-term care facility is going to need to establish an independent ethics committee.</p>	<p>before we see who would like to have a mentor.</p> <p>Cindy will send out the instructions to look at the WVNEC Facebook page to members participating in the annual meeting.</p> <p>Dee will do research on new health care reform requirement for ethics committees in long-term care and share with Dr. Moss.</p>
<p>Next Meeting</p>	<p>The next annual meeting will be scheduled in one year. The WVNEC Advisory Committee meeting for November 8, 2010 will be rescheduled.</p>	

Respectfully submitted, *Cindy Jamison*, Program Coordinator, Assistant Secretary