

Agenda

Maryland Pain Initiative

07/24/2001

American Pain Foundation (APF) Office:
201 North Charles Street
Suite 710
Baltimore, MD

Meeting called by: Cathy Jackson

Type of meeting:

Steering Committee Meeting



Facilitator: Cathy Jackson; Karen Crosby

Note taker: Micke A. Brown

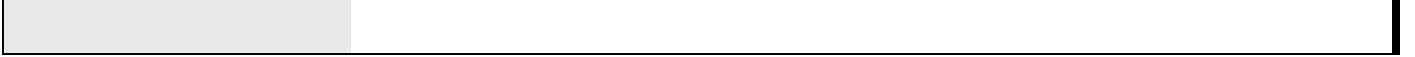
Attendees: Cathy Jackson, Micke A. Brown, Karen Kaiser, Yvette Colon, Lenny Duensing, Andrae Bathalon, Judi Blanchard, Jennifer Parr, John Giglio

Agenda topics

Minutes for Approval	Micke Brown
Goals/Objectives & Strategic Planning Weekend	Cathy Jackson
Membership	Group
Tax ID	Mary Vargas
Website	Yvette Colon
Stop Pain Now Campaign	Lennie Duensing
Pain Awareness Month	Kathy Smolinski
Run/Walk Status	Mary Vargas
Upcoming Events/ Open Forum	Group
August Meeting	08/27/01

Special notes:

Upcoming Events include: JHMC Pain Update 8/10-12; FDA Hearings on Opiate Use 9/13-14; Nursing Leadership Consortium on EOL Retreat 9/13-15; MBON Pain Program 10/2; EOL Care for SW 11/9-10.



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Minutes for Approval

Micke Brown

Discussion: Meeting was called to order @ 1815; Minutes of the June meeting were reviewed.

Debate: none

Conclusions: Move to accept without corrections by Cathy Jackson and second by Yvette Colon; unanimous approval was made

Action items: Introduction of all attendees for new participants were completed

Person responsible:

Deadline:

Micke Brown

Prior to
8/27

Goals/Objectives & Strategic Planning

Cathy Jackson

Discussion: Review of facilitator for strategic planning occurred: Judi Blanchard expressed reservations about her previously suggested-candidate; concern about match for needs of organization and affordability. John Giglio suggested inviting Mary Bennett from AACPI to lead group. Copy of final draft attached. Board of Directors must be culturally diverse and reflective of the regions within the state.

Debate: All very interested inviting Mary Bennett. Board representation should include: Consumer, Attorney, Insurance Agent, Hospital Administrator, Rehabilitation/Disability Specialist, Complementary/Alternative Medicine (CAM) Practitioner, Pharmacist, Social Worker, Pharmaceutical Industry, Clergy, Entrepreneur, Physician and Nurse. Other organizational models could be reviewed (bylaws, etc.)

Conclusions: Goal for Strategic Planning for Sept/Oct Saturday

Action items: Mary Bennett will be invited contingent upon her availability

Person responsible:
Cathy Jackson

Deadline:
ASAP

Lenny will contact Barbara Hastie from SCCPI for more information and suggestions; Micke can provide ASPMN bylaws as example if needed.

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Membership		Group	
Discussion: Limit membership drive until strategic planning completed except for recruitment of physician(s) and pharmacist. Active involvement preferred but advisory level acceptable.			
Debate: Possible candidates were reviewed; Jennifer suggested finding retired physician with interest in pain and volunteer opportunities			
Conclusions: Art Mihullin: semi-retired from UMMC system; Michael Gloth from Union Memorial will strong interested in palliative care & gerontology: Richard Kirby from Bethesda Naval, due to begin private practice with WCHS (Hagerstown) this September. Lynn McPherson, PharmD from UMMC			
Action items: Karen Kaiser will contact Dr. Milhullin and McPherson; Cathy Jackson will contact Dr. Gloth and Andre Bathalon will contact Dr. Kirby		Person responsible: As listed with action items	Deadline: August meeting
Micke can contact another source for potential pharmacy candidates if needed (if McPherson not available)			
Tax ID		Mary Vargus	
Discussion: Mary was not present; Cathy Jackson reported on her behalf on the 6/28 meeting with legal firm. Suggested activities were: draft articles of corporation for 501-C for both State & Federal levels; recommend MPI set-up regional sections; outline membership regarding responsibilities of organization and members, including fee structure, if dues to be established.			
Debate: Andrae suggested using the Workman's Compensation (WC) model of 5 regions within			
Conclusions: Key item for strategic planning session			
Action items: Andrae would research how WC sections off the state		Person responsible: Cathy to add to Strategic Planning; Andrae for Action Item	Deadline: August meeting

Website		Yvette Colon	
Discussion: Money collected last month funded first 2 years for website; additional ideas for website including current draft was presented by Yvette			
Conclusions: Need for address; APS can be temporary address; PO Box suggested			
Action items: Cathy will investigate PO Box option	Person responsible:	Deadline:	
	Cathy Jackson	August Meeting	
Stop Pain Now Campaign		Lennie Duensing	
Discussion: Review of campaign with highlights of activities for new members: Lennie recognized Judies' critique with appreciation; Invitation for new ideas and submission was offered.			
Debate: none			
Conclusions: Awaiting new coordinator of campaign.			
Action items: Karen Kaiser volunteered to review PowerPoint presentation on Pain Screening; Micke will forward via Email	Person responsible:	Deadline:	
	Micke Brown	ASAP	

Pain Awareness Month		Kathy Smolinski	
Discussion: Yvette Colon represented Kathy Smolinski who was not able to attend, Proclamation details required for Governor's letter of request: Who is asking? MPI, APF, both? Are leaders names to be included? Date that proclamation is desired for which month?			
Debate: More time and direction is needed. Strategic planning should be template. APS is scheduled in Baltimore for mid-March 2002. ASPMN annual meeting is March (Salt Lake City)			
Conclusions: Due to time constraints and need for further planning, September is not practical; Postpone			
Pain Awareness Month for March 2002 and focus fundraising activities in celebration of APS meeting; Wine Auction suggestion was made			
Action items: Have proclamation letter ready by January 2002 with date required by late week of February.	Person responsible:	Deadline:	
Further details can be provided after strategic planning			
Run/Walk Status		Mary Vargas	
Discussion: Cathy Jackson represented Mary in her absence. Run/Walk date should be postponed due to time constraints as listed by Fundraising attachment from Karen Crosby.			
Conclusions: Discuss as item for strategic planning for March 2002 activities			
Action items: none	Person responsible:	Deadline:	

Upcoming Events/Open Forum		Group
Discussion: Upcoming Events include: JHMC Pain Update 8/10-12; FDA Hearings on Opiate Use 9/13-14; Nursing Leadership Consortium on EOL Retreat 9/13-15; MBON Pain Program 10/2; EOL Care for SW 11/9-10		
GBMC Pain Seminar on 8/3.		
Conclusions: MPI to write an opinion to request for submission to the record for the FDA hearings, testimony witnesses have been selected; Short deadline period is left		
Copy of JHMC brochure was provided for the record		
Action items: Karen Kaiser will draft the opinion for review	Person responsible:	Deadline:
Cathy Jackson and Karen Crosby will critique before document is forwarded for submission	Karen Kaiser, Cathy Jackson & Karen Crosby	2 weeks
[Redacted]		
August Meeting		Group
Discussion: Next meeting is scheduled for August 27, 2001.		
Conclusions: July meeting adjourned @ 2030		
Action items: Micke will redraft flyer to Word or PowerPoint to decrease difficulty with opening attachment over Email	Person responsible:	Deadline:
[Redacted]		