



**Advisory Board Meeting Minutes**  
**Wednesday, March 11, 2020**  
**11:00 am – 12:00 pm**

- Welcome and Call to order
  - In attendance: Dr. Ruby Cain, Valerie Caldwell, Barbara Ihrke, Dr. Tony Mahon, Connie McIntosh, Josh Rainey, Rick Roberts, Jennifer Taylor, Justin Tobyas
- Ballot results:
  - Theresa Bradtmiller was accepted as a member of the Advisory Board (Adams County)
  - Officer terms changed to 1 year commitments effective May 2020; positions would start in August of 2020
- Executive meeting on 2/3
  - Board engagement
    - Recommended annual visit/meeting between CD and board members, hope to have this accomplished in April & May (and early summer, if needed)
    - Recommended pre-scheduled board meetings (same as this year)
      - Will set the meetings for 2020-2021 in May 2020; either staying with the current schedule of 2<sup>nd</sup> Wednesdays at 11:00 (may change)
      - Will ask for members to “host” the board meetings. Call-in option will remain
    - Recommended continued publication/e-mailing of board minutes. Audio recordings of the meetings may be discontinued (unless there is an objection)
    - Recommended documentation of past and current projects involving partnerships with NEI-AHEC and advisory board members
      - Give members ideas of how we can work together
      - Serve as a clearinghouse for project partnerships, shared from NEI-AHEC staff
  - 2018-2020 Cohort
    - Letters of Thanks and Invitations to return were sent out by NEI-AHEC on behalf of the officers
    - Waiting to hear back from most members of the 2018-2020 Cohort
      - If you are not able to commit to another term, please help us find your replacement
- 2020-2022 Cohort
  - Welcome Back!
    - Ruby Cain
    - Rick Roberts
    - Terri Roberts
  - If you have not responded to your invitation to return, please do so by 3/24/2020
- Officer elections for 2020-2021
  - 1 year commitment
  - President
  - Vice-president
  - Secretary
  - Please let me know if you are interested

- Ballot will go out after the May 2020 meeting
- *AHEC Partnership Matters Award*
  - Rick Roberts was nominated by NEI-AHEC Staff for his dedication and commitment to the AHEC mission
- Updates from Advisory Board members
  - Theresa Bradtmiller (Adams Memorial Hospital, Adams County – e-mail report via Justin): Sponsoring another “Too good for drugs” program for 4<sup>th</sup> graders, using AHEC provided materials.
  - Rick Roberts (Grace College, Kosciusko County): Completing application cycle for pre-health students, have several accepted to graduate programs (medical school, PA programs, PT and OT programs). School is looking at required internships for all majors next year, investigating the possibility of making the shadowing of professional health providers be the internship opportunity for pre-health students (would meet a general requirement for application to many graduate health programs).
  - Josh Rainey (IU Health, Ball Memorial Hospital, Delaware County): no updates
  - Dr. Ruby Cain (Ball State University, Delaware County): planning a cancer survivor celebration targeting especially African-Americans. Will be held April 4<sup>th</sup> at 1:00 in the Kennedy Library. Is being offered with sponsorship from the Little Red Door, the American Cancer Society, and NEI-AHEC (which is providing models for use in screening education).
  - Barbara Ihrke (Indiana Wesleyan University, Grant County): Working on response to coronavirus, especially for students returning from Spring Break. Also planning their Wildcat Pre-health Camp June 22-26. Finally, providing COPE simulation (cost of poverty experience) with different student groups.
    - Note by Justin that Ball State is also doing a similar poverty simulation program on March 23<sup>rd</sup>, facilitated by 2<sup>nd</sup> Harvest food bank and sponsored by NEI-AHEC. Ivy Tech students have signed up
  - Jennifer Taylor (Indiana AHEC Executive Director): because of partnership with IU and the IU response to coronavirus, the annual Indiana AHEC conference scheduled for April 17<sup>th</sup> has been cancelled. This will affect the Scholars who were to present posters at the conference. In addition, the Network Office will be actively pursuing funding for a 9<sup>th</sup> Center in the next state budget cycle
  - Connie McIntosh –
    - Ball State School of Nursing working on a Covid-19 response. Specifically related to clinical requirements and providing clinical alternatives as clinical sites close to students, faculty, and visitors.
    - Autism Summer Camp still in the planning stages.
      - Dates likely June 8 – July 17.
      - Child must have diagnosis of autism, ages 6-12.
      - Completely free.
      - Typically, 30-35 campers.
      - SON community/pediatric clinical site.
  - Terri Roberts:
    - Summer Healthcare camp:
      - Held June 9-10
      - Open registration 4/6/20
      - 96 campers (was 88)
      - New programs include all the “pre” programs (Med, Pharm, PA, Vet)
      - Include new chapel and sisters on tour.

- Providers:
    - Meeting this week to confirm mental health providers in Whitley and Dekalb Counties (and Kendallville) for board recommendations.
- Updates from NEI-AHEC
  - Region split: No plans to proceed at this time
  - Goal A programs
    - Wabash County
      - Southwood High School (weekly, 2 anatomy classes)
      - Wabash High School (bi-weekly, 1 anatomy class)
    - Grant County
      - Marion Regional Career Center (monthly)
    - Blackford County
      - Blackford High School (weekly, 2 anatomy and 1 Medical Terminology class)
    - Allen County
      - Mentorships at Anthis Career Center (Valeri and Kim, monthly)
    - Madison County
      - D26 Anderson Career Center (weekly, 2 CNA classes)
  - Goal B programs
    - CNA classes (focus on how AHEC can help with clinical rotations)
      - Blackford High School: Watches (required for state testing)
      - D26 Anderson Career Center: Watches also provided
      - Marion Regional Career Center: Scrub tops for clinicals and internships (this provides them with a second top for use during shifts)
    - Spanish for Health Care Workers course at Manchester School of Pharmacy in January
    - Clerkships: lost several preceptors due to retirement, relocation (in state and out of state), increased workload because of the former two reasons
    - Clerkship recruitment
      - New preceptor: Dr. Judge in Adams County, can take 3 students
      - Also just approved: Dr. Lehman in Adams County, can take at least 1 student next year
      - New preceptors needed
        - This is an area of focus for the Network Office
        - HRSA requires the Network to place 10% of IUSM's clinical rotations (approx. 363 students per year) – this is part of the federal funding for the AHEC, and can be audited
          - Currently the Network is at 3.5% with projections of 3.8% for 2019-2020
          - To meet the goal each Center will need to place approx. 45 students per year (we are at 8 and dropped to 5 for next year)
      - Plans to meet need for preceptors – unusual constraints as there are 3 IUSM facilities in NEI region (Ft. Wayne, Ball State, South Bend)
        - Working with:
          - Parkview for access to community hospitals
          - FWMEP: Checking for preceptor use
          - IUSM-Ft. Wayne: Checking for preceptor use (not wanting to recruit same providers as IU already doing)
          - Ball Memorial Residency: Checking for preceptor use (same)
        - Contacting:

- American Health Network in Grant and Wabash Counties (no response to date)
  - Goshen Hospital (willing to help with LaGrange County, have housing available)
  - IU Health Blackford (CEO is checking for preceptor interest)
  - Cameron Memorial Community (Steuben County, are willing to help)
  - Elkhart General (primary connection for South Bend)
- Waiting on Lutheran affiliation agreements (all expire in June)
- Looking for housing opportunities
  - Current: Grace College, Huntington University, IU Health Jay, Maplewood Mansion in Muncie
  - Prospective: Trine University (summer only), Adams Memorial Hospital
- Goal C – Scholars
  - 14 remaining in the 2018-2020 cohort
  - 2019-2021 cohort down to 10
  - New cohort recruitment – have 2 applications currently, seeing to make presentations at schools (much more effective at generating applications than simple posting by faculty)
- Goal D programs
  - Webinars
  - Fort Wayne Medical Education programming (live events/ remote access)
  - Autism Spectrum Disorder Conference at Ball State University cancelled
  - IRHA Spring Symposium on 3/18 (helping there, will be able to collect surveys)
  - MHFA training in Blackford County (partnering with Petoskey Plastics) in May
- Mini-Grants
  - 7 projects for a total of \$16,768 (more than the initially budgeted \$10,000)
  - 3 high school HOSA projects (Blackford, Indiana Academy, Yorktown), for attending the state HOSA leadership conference
  - 1 summer camp (USF)
  - 1 high school club (North Side SEARCH – program that provides community service in order to teach about health careers)
  - 1 collegiate (IUW's COPE event)
  - 1 health education/community impact (Blackford High School salad bar project, where students will educate other students about healthy food choices, implement them as well)
- Need to extend into LaGrange, Steuben, Noble, DeKalb, Whitely, and Elkhart Counties
  - Advisory board member recruitment?
  - Possible behavioral health project with AmeriCorps member (would promote mental health certifications 40 hrs./week from Aug – May; looking for an office space for individual to work from in the northern part of region)
  - Do we need to empanel a committee to meet and discuss needs/ideas?
    - Would be a good idea, Justin and Rick will begin work on this
- Advisory Board membership
  - Additional member ideas
    - Clerkship preceptors
    - Others?
- Dr. Mahon
  - Echoes the importance of building up a better AHEC representation in the northern part of the NEI region

- Working on programming for the next year, as budgeting decisions are being made now for the next fiscal year
  - Noted ongoing need to recruit advisory board members
- Adjournment