Idaho Occupational Therapy Association

Executive Board Meeting Minutes
December 05, 2017
7:00 to 7:57 pm
Boise, ID

In Attendance

- Mel Henderson
- Angela Zaugg
- Beki Baxter
- Christina Jenkins
- Erika Neff (via phone)
- Brittany Cissell
- Christina Warn
- Lavonne Fields
- Jessie Given
- Catlin Jensen
- Rebecca Strickler
- Kim Hendrickson

Approved minutes from November 7, 2017 meeting: motion - Kim Hendrickson, 2nd - Rebecca Strickler; all in favor; none opposed

OLD Business

- Financial Update: Erika - Account balance at end of November: $19,442; Revenue of $162; Expenses of $428
- Schools and Medicaid: letter/post from Rhonda Roth
  - Update from Kari/Jessie: Communication from AOTA, John Watts
    - AOTA states they will help IOTA with financial and advocacy needs
    - Jessie to follow up with Kari and John re: school pay scale changes
- Committees
  - Committee assignments: CE (Kim), Membership, Advocacy (Kari), Legislative (Kari), Nomination (Kari), Tech (Erika), Outreach (Rebecca)
    - Committee chairs to email a list to Angela of current committee members
- Open positions:
  - Vice President
  - SW Outreach
  - Social Media Director (Insta, FB, website)
    - Rebecca to incorporate SM oversight into the Outreach Committee
    - Kim will follow-up with contacts re: website assistance
    - Mel and Rebecca to meet with Dave re: website access
  - Membership Coordinator: Krista Fisher (Need access to Mail Chimp, need updated member roster, will present quarterly either in person or via phone)
• **Storytelling**
  - Member and EB Member spotlights
  - Pics and bios on web: Erika
  - Assignment: research photographer: Kari
    - Beki - $250 for all EB member headshots
    - Mel: motion to approve; Rebecca: second; all in favor; none opposed
    - February 6, at 7 pm before board meeting; dress professionally

• **IBOL Update**
  - Jori Bathina has been appointed
  - Need OTA applicant. Have 2 possible
  - Leaves only the chair position, term expires 12/18
  - Dry needling. An association issue, not an IBOL issue
  - Kim update: should begin thinking about community members that would best serve on the IBOL board so we are prepared when the position becomes open next year; training that has not been approved through the application process will generally be approved as an inservice and will likely count towards CEUs; discussed streamlining the application process to simplify the 2 year requirement to obtain CEUs.

• **Outreach Strategies:**
  - Update on communication: Rebecca
    - Had phone call meeting with district reps
    - Asked each of the reps to identify 2 meet and greet dates by the next meeting in January
    - Rebecca to follow up with robocalling information
    - Rebecca to contact IBOL to request listing obtaining OTP emails in the state as an item for the next meeting in March

• **Swag: Update - Kari, Jessi**
  - Will present at next meeting - trying to find the most cost effective items/means to generate interest
  - Christina J provided Kari with contact information of a business contact for items

• **Christina W - provided information re: Cranial-sacral course; will post on FB**

**NEW Business**

• Conference call line: 605-475-4120
  - Moderator PIN: 895 9648
  - Access code: 460 3087

• Next meeting
  - January 9 CE Committee meeting, 7 pm
  - February 6 EB meeting, 7 pm

• Catlin to send ISU students an email re: summary of EB meeting discussions
• Will plan to offer the student rate at IOTA treatment summits/conferences for those that help on committees
• Discussed offering a discounted rate to first time IOTA members who have an active AOTA membership
• Kim to contact Erika re: getting the slideshow honoring Becky to pass on to St Al’s therapy

**ADJOURN**