

**Idaho Occupational Therapy Association**  
**Board Meeting Minutes**  
**June 05, 2018**  
**Boise, ID**  
**7:00 - 8:22 pm**

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

Code to front door: 8574\*

Call to order

In attendance:

- Mel Henderson
- Angela Zaugg
- Beki Baxter
- Karla Brown
- Christina Jenkins
- Erika Neff
- Jessie Given
- Catlin Jensen
- Kim Hendrickson
- Christian Turner
- Kari Thompson

Ground rules: pen and paper in front of all, to-dos for all, no side conversations, stick to agenda, start and stop on time, move on if more conversation/investigation is needed.

- Review and approve minutes for 4/03/18; Motion: Kim Hendrickson; 2nd: Erika Neff
- Financial Update: Erika- Balance \$11,582.00; Revenue: \$760.36; Expenses: \$1,054.45

OLD Business

- MDA: volunteer experience. On the website; will post to the FB page.
- IBOL Community Member Post: on hold for Sara Poppleton follow-up.

NEW Business

- Lobbyist: Kari and Mel meeting with Caroline Merritt, True North Consulting.
  - Motion: Kari Thompson - motion to hire for the year at proposed rate; 2nd: Kim Hendrickson
- IBOL Mtg: 6/22. Further discussion of CE.
  - Friday @ 9 am; please attend if at all able; will prioritize the meeting to cycle on the main page of our website.
  - Kari will write a letter to the board from IOTA on Supervision and Mel will write a letter re: CE to remind them of what we are supporting. Karla will summarize school therapy CE needs.
- Becki Stephens Excellence in OT Award. Will discuss and finalize tonight during CE committee meeting.
- Refinement of student involvement: Christina - met with OTA students at ISU to determine what would get them more engaged
  - Would like to have student resources
    - Christina started posting on the website to increase buy-in for students to join IOTA
    - Catlin has been sending a summary of our meetings to the ISU student organization to keep them informed
- Does IOTA need to improve on conference call equipment?
  - Mel will research STAARS re: changing venue for IOTA meetings for improved conference call capabilities.
  - Erika to research conference call plan options

- Committees
  - Continuing Education: Kim
    - STS review
      - Great topics
      - Presenters enjoyed the experience
      - Poor attendance
      - Christian: survey results predominantly scored 4-5/5
      - The venue was nice, but difficult to orchestrate with security requirements
    - Sponsor ISU dementia course
      - Mel will seek more information for clarity
    - AOTA CE Directory
      - Kim will fill out application and submit to add IOTA to the directory
    - Fall Conference
      - Will be finalizing during CE meeting tonight
  - Advocacy: Kari
    - Billing Self-care 97535: Mel - seeing some denials from some insurers both nationally and locally
      - Mel will contact AOTA for resources/support; will add to list for consultant to assist with
    - Will plan to address Habilitative intervention services vs OT services for insurance coverage
    - OP Therapy Clinic in Pocatello requesting clarification on supervision: Kari will contact to clarify
    - Mel will review with Jessica how to keep track of the legislative updates
  - Outreach: Rebecca/Christina:
    - Received award at AOTA for membership growth
    - Christian: reviewed the contact procedure to remind people to renew membership
      - Will send out email with \$10 discount to fall conference if they sign up
      - Will ask consultant re: membership drive ideas
    - Plan to complete quarterly newsletter to post on the website; 1st letter in September.
    - Need pics and bios for regional reps
    - Color-coded map of state to clarify what region each therapist is in: Jason.
      - Could use to improve networking during Fall Conference
    - Need a 1 page summary/bullet points re: the benefits of joining IOTA
      - Add statistic for number of OTPs that are involved in their state associations - Karla to spearhead
  - Tech: Erika/Christian:
    - Need content for the website
      - Send in Word or Google Docs format
      - Kari will complete a write-up on Autism and Karla will complete a write-up on school related updates
      - May be able to create a link to AOTA updates - Erika to follow-up
    - Blurb about ISU accreditation- Joanne - Erika will email to get write-up
- Next meeting
  - August 7, 2018 @ 7 pm; Picnic in the park

ADJOURN - Motion: Mel Henderson; 2nd: Angela Zaugg