

**Idaho Occupational Therapy Association
Board Meeting Agenda
Saturday – January 26, 2019
1:00-2:00 p.m.**

Meeting Location:	St. Als
Conference Call Line	1-605-475-4120
Moderator PIN	895 9648
Access Code	460 3087

Call to Order Time: 1:13 pm

- Motion: Angela
- 2nd: Rebecca

Ground Rules: Everyone has a pen and an organized binder with the agenda and paper in front of them; everyone knows their job descriptions; everyone contributes to the monthly to-do's; no side conversations; stick to the agenda; start and stop on time; move on if more conversation / research is needed, etc.

Attending:

- In person: Karla Brown, Angela Zaugg, Joanne Trammel, Rebecca Guimento, Erika Neff, Christian Turner, Kelly Smith, Kyra Sinsel, Jason Urry, Heather Hoob, Kari Thompson
- Call-in: Cathy Hanks, Brooke Rupe

Review and approve minutes from December 4, 2018

- Motion: Erika
- 2nd: Joanne

Financial Update: Erika

- Revenue: \$ 88.06
- Expenses: \$330.00
- Account Balance: \$11,245.78

OLD Business

- Tech / Social Media:
 - Conference Call Equipment: Video available in certain meeting rooms. If we have video capabilities in the room, we will attempt this at the next meeting at SARMC to include District outreach better. **Carla to confirm dates with St Al's.**
 - Small training on the capabilities of IT equipment: Christian
 - SLACK App for emails / board communication.
 - **Emails have been set-up to pass along information to future EB members. All current EB members and Committee members have been sent an invite.**
 - Bios and pics of District Reps for website - **provide through SLACK - Rebecca will let the reps know**
 - Use of Google Drive for documents - Erika **has it set up and will get the information to EB members.**
- Lobbyist: Carline Merritt started contracted January 1, 2019.
 - **Has been communicating with Kari re: legislative updates**
 - IBOL / Legislative Update:

- CE / Supervision Language: bill was passed out of Committee with no problem
- Telehealth was tabled until this year. Kari is looking for draft to send to Sarah to review.
- IOTA Continuing Ed Committee Chair (all working together this year); Membership Chair - Karla; Central District Chair: Jason will reach out to contacts in this region
- IBOL Community Member Position: OPEN - Karla (with Jori from IBOL): to f/u with Dr. McMartin

NEW Business & Committee Updates:

- Committee Reports:
 - Continuing Education: ALL
 - Legislation / Reimbursement / Advocacy Committee Chair: Karla offered to step up and take this position, along with Membership (Kari appointed).
 - Medicaid: Karla attended. Provided update on feeding issue, group therapy and SI coverage. Will plan to go to quarterly meetings (Kari often attending, too).
 - Legislative / Capitol Day in the Capitol Rotunda (April OT month opportunity)
 - May be able to provide PDUs
 - Can have a booth
 - Meet with legislators (will determine with Caroline, which date and which legislators would be best to meet)
 - Coordinate to attend IBOL meetings
 - Present at Staff Meetings in April on OT / IOTA: Karla
 - Membership Committee: Karla
 - Kari and Rebecca on the "Membership – Now What? Conference call.
 - All state associations are struggling in this area
 - Need to make it easy to become a member and keep them engaged
 - We are your professional insurance and voice at the state level
 - Usually have to get people to the 5 year mark to stay as lifelong members
 - Update: MOT and OTA Reps discussed possibly holding a competition for student memberships / involvement.
 - Possibility of ISU paying for student memberships - Heather to f/u
 - Heather will report to students re: what was accomplished at the workday meeting and benefits of being a student member of IOTA
 - OTA reps (Cathy and Brooke) - will coordinate with Heather to provide this info to the OTA students
 - Ideas - creating infographic to pass out in our work environments
 - Outreach: Rebecca
 - Update from District Reps:
 - Southwest: Rebecca B.: Will coordinate with Becky Baxter to complete quarterly newsletter idea, i.e. to help OTPs understand what IOTA is doing for them professionally
 - South Central (Twin Falls): Jason
 - South East (Pocatello): Lisa and Sarah
 - North: Abigail
 - Central: OPEN Jason to check with therapists he knows in that area
 - Will work with reps to come up with strategic plan

- Rebecca to coordinate with Karla (Membership)
- MOT / OTA Student Reps: Heather, Cathy, Brooke (see above)
- Tech / Social Media: Erika/Christian:
 - Slack APP: Everyone has received an invite / email. Make sure you've signed on with invite sent out via email. Use Slack going forward as of TODAY for all communications.
 - Mission / Vision on Website. See updates from Workday.
 - Executive Board/Member Spotlights:
 - Facebook: Everyone is expected to create a NEW post at least 1X / Year on Facebook - Also, send ideas / content for Instagram to Kari, Catlin, or Erika.
- Representative Assembly: Mel (Kari will ask Mel for an email update on RA)

- Future Meeting Dates: 1st Tuesday of month at 7:00 p.m.
 - March 5th
 - April: OT Month / Capitol - Legislative Day
 - May 7th
 - June 4
 - July 2nd (? Holiday week)
 - August 3rd
 - September 6th

- Meeting Location: *Ideally* St. Als (maternity room) with video conference calling.
 - Other options previously discussed: JUMP and TCCC - Rebecca

Next EB Meeting Date: March 5, 2018 @ 7 pm, St Alphonsus

Adjourn:

- Motion: Rebecca
- 2nd: Karla
- Time Adjourned: 2:04 pm