

Idaho Occupational Therapy Association

Board Meeting Agenda Tuesday – January 7, 2020 7:00

p.m. – 8:00 p.m. Committees Possibly Meeting

Following

Meeting Location: St. Als: Coughlin Rm. 1 Conference Call Line 1-605-475-4120

Moderator PIN 895 9648 Access Code 460 3087

Call to Order Time: 7:01

- Motion: Kari Thompson
- 2nd: Mel Henderson

Attending:

- In person: Kari Thompson, Christina Jenkins, Megan Doyle, Kelly Smith, Mel Henderson, Erika Neff, Julie Dinwiddie
 - Call-in: Jessica Given , Cameo Curnett, Ryan, Katie Broderius, Sarah Niewert
- **Review and approve the minutes** from November 12, 2019
- Motion: Kari Thompson
- 2nd: Kelly Smith

Financial Update: Erika

- Revenue: \$ 121.23
- Expenses: \$ 181.02
- Account Balance: \$ 12,719.51

OLD Business:

- Tech / Social Media Committee: Erika
 - Website updated information, i.e. Nominations Page 2020, Beki Stephens Award (April 2020)- MailChimp to promote award and nominations, Sponsorship page, etc., board minutes, etc.
 - Erika will connect with Christian and get Sponsorship page updated.
 - Update photos / bios on Board page: still waiting on 1-2. Agreed Erika will send an email giving them 3 days to get it to her and then will pass info on to Christian to update.
 - Erika will look to see what we wrote up last year for Beki Stephens Award and edit it to be for OT Month. Get at least 2 Mail Chimps

sent out with a deadline for nominations to be by March 15th.

- Nominations: Erika and Kelly will work together to have something written up to update website and to send out Mailchimp based on deadlines per IOTA Policies.
- Microsoft Issue on computer
- Access to Membership List: Erika got updated list, but not ongoing access.
- CE Certificates from Annual Conference- addressed technical issues to ensure all attendees receive CE certificates from IOTA conference
- Facebook Advertising / MailChimp and Posting of Capitol Day- send out Mailchimp 1 month (1/11/2020) and 2 weeks (1/25/2020) prior to event
- Slack Invites: Erika invited new board members earlier today.
- Job Description and Policies and Procedures for Tech / Social Media Position: Hasn't been completed yet.
- Continuing Education Committee: Julie
 - CE Updates- Planning stages for annual conference 2020 and IOTA sponsoring events in the future
 - PDU's at Capital Day on February 7, 2020: Will create certificates for attendees.
 - 2020 Western Regional Occupational Therapy Spring Symposium (Las Vegas): Kari on planning committee. Will post info to IOTA Facebook and Instagram
- Finance Committee: Erika
- Legislation, Reimbursement and Advocacy: Mel
 - Capitol Day: Feb. 7th from 8am – 12pm
 - Plans and Agenda for Attendees
 - Kari to reach out to Caroline:
 - Follow-Up: Caroline will speak from 8:00-8:30 regarding current Legislative session and the overall process. We need a table / tablecloth and set-up, pastries and coffee for 25-35 legislators / their assistants, a take away / handout, a live demonstration of some sort, table displays of OT Info, off of AOTA site, etc.
 - Discussed may need to have an ad hoc committee to work on getting around handouts / a plan prior to Feb. 7

- IBOL Meeting Updates
 - Medicaid Meeting Update: Not requiring OTA Modifier code until January 2022.
- Nominations Committee: Kelly will connect with Erika to prepare for Mailchimp
- Professional Awareness and Community Outreach: Sarah and Jessica
 - Updates – Results of OT Paint Night. Jessie or Sarah will be posting District Rep openings on FB.
 - Quarterly Newsletter: Moving forward. Asked for students to send regular info about updates in their programs.
 - Capitol Day- Discussed topics to discuss with representatives including opioid crisis, pain management, mental health, and education.

Discussed providing District Reps with monetary budget to enhance participation at local events for members.

MOTION: Mel Henderson proposed \$50 per event. May amend proposal at the end of the year if needed.

SECOND: Erika Neff

 - Updates from District Reps:
 - Southwest: Beki B.
 - South Central (Twin Falls): Jason
 - South East (Pocatello): Lisa H.
 - North: OPEN:
 - Central: OPEN:
- Membership Committee: Karla: NOT PRESENT
 - Job Description and Policies and Procedures for Position
- MOT Student Rep: Katie: Report on Student Presentation
- OTA Student Reps: Ryan and Cameo: Report on Student Presentation
- RA Position: Bryan: NOT PRESENT

*Ad Hoc regarding Policies and Procedures Update- members of committee to meet during first quarter

NEW Business:

- Tech / Social Media:
- Continuing Education:
- Finance:
- Legislation, Reimbursement and Advocacy Committee:
 - Next IBOL Meeting: March 3rd, 2020
 - 2020 Scheduled Medicaid Meetings:
 - Held quarterly, every 3rd month on the 3rd Friday of the month.
 - From 10:30-12:00 at 3232 Elder St., Boise, 83704 in Room D-West
 - March 20, June 19, September 18, December 18
- Nominations Committee:
- Membership Committee:
- Professional Awareness and Community Outreach Committee:
 - Capitol Day
 - OT Month:
 - Updates and Future Plans from District Reps:
- MOT / OTA Student Reps:
- RA:
 - **Next Event: Capitol Day on February 7th from 8am-12pm at the Capitol**
 - **Next EB Meeting Date:** March 3rd, 2020 at 7:00PM. St. Als-Coughlin Room 1

Adjourn:

- Motion: Kari Thompson
- 2nd: Mel Henderson
- Time Adjourned: 7:44 pm