

DRAFT

MINUTES FROM QUARTERLY EXECUTIVE BOARD MEETING
Idaho Occupational Therapy Association
Jan 7, 2007 12:00pm – 2:30 pm
Idaho Elks Rehabilitation Hospital , Boise, Idaho

Participants: Ludee Vermaas (President) Linda Jackson (Exec. Director) Farrell Lindley (President Elect) Karla Brown (Vice President) Jill Satren (Reimbursement Chair), Aileen Ellis (SW District Co Chair), Mandy Lee (Student Representative) Jeanette Runnings (Pediatric SIS chair), Kelly Buchanan (COTA Liaison) Kate DeCleene (ISU OT program interim director, member) , Tony DeAngeles (member, OTR/L) , Ivan Hardcastle, (MOTS, member), Jim Plumtree (retired OT, member)

Called to order : 12:10 pm

- a. Welcome and introductions

Review of minutes - Minutes were tabled until a quorum arrived at which time a motion was made by Kelly to approve the minutes. It was seconded by Mandy. **Motion carried.**

New Business

I. Presentation from Kate DeCleene- ISU program plan to convert to OTD program

Power point presentation and handouts given.

Questions and discussion post presentation.

Question: Are the OTD's viewed as clinically superior?

Answer: ACOTE and ISU does not feel so. They teach students to respect that experience always outweighs a degree. The degree is still a generalist degree, not a specialization.

Question: Cost changes in ISU program?

Answer: Cost is the same as current costs for MOT program. Still completed in 3 years with expanded course work in Physical Agent Modalities, Ethics, Health Care Policy, Leadership.

Question : Any plans to expand this program to the Boise area? This is shared as IOTA's vision by Ludee .

Answer: Not at this time though options have been explored. Lack of appropriate classroom resources in Boise (cadaver lab). OT/ PT would have to move together as they are very intertwined with limited staff in Pocatello. Kate expresses the first goal is to increase numbers and solidify the OTD program before looking at this option. ISU's PA program was able to offer a Boise based satellite program because they have much higher fees for the program and numbers (50 slots with 500 applicants). They are trialing an internet virtual cadaver lab and will be researching effectiveness.

Question: Plan for Marketing to increase enrollment in ISU's OTD program?

Answer: B.U.S students (Bachelor of University Sciences) are entering program after 3 years of gen. undergraduate work . This has increased numbers. ISU has decreased prerequisites needed to enter program. Currently marketing to high school student classes. A more formal marketing plan once the OTD program proposal receives it's final approval. IOTA offers it's support to market the ISU program.

Question: COTA's who graduated from AIHT are not able to receive credits for their 60 hours of coursework due to the fact that AIHT did not receive state accreditation for that program. Any possible exceptions ?

Answer: Unfortunately no. ISU can only accept credits from and accredited program.

II. D&O insurance (Directors and Officers Insurance) -Linda Jackson

Linda has been researching the need for having this type of insurance for our IOTA Exec. Board and the association's members. If we are sued as an association, Executive Board officers and IOTA members ARE INDEMNIFIED from liability.

Idaho Statutes

Title 30, Chapter 3 Idaho Nonprofit Corporation Act

DRAFT

30-3-39 MEMBERS LIABILITY TO THIRD PARTIES. A member of a corporation is not, as such, personally liable for the acts, debts, liability or obligations of the corporation.

30-3-88 INDEMNIFICATION OF OFFICERS, DIRECTORS, EMPLOYEES AND AGENTS.

... A corporation shall have power to indemnify any person...

(3) To the extent that a director, officer, employee or agent of a corporation has been successful on the merits or otherwise in defense of any action, suit or proceeding referred to in subsection (1) or (2) of this section, or in defense of any claim, issue or matter there in, he shall be indemnified against expenses, including attorney's fees, actually and reasonably incurred by him in connection herewith.

Discussion for need for D&O Insurance. Linda researched from Hartford and Marsh Affinity Group and the ASAE.

Cost: \$841/annual- excludes malpractice.

IOTA's assets are what is at stake.

Commercial general liability insurance: may not be necessary unless (until) we have a physical location/office. We are covered by the facility we meet in (*Elks, etc)

***PLAN : VOTE ON THIS NEXT EXEC. BOARD MEETING**

III. Speakers Bureau- Karla and Farrell

Discussed need for IOTA to create a "Speakers Bureau" on various topics to be a resource for community entities looking for presenters on various topics. IOTA would guide how we present the OT perspective on various topics in the community

Benefits:

- o IOTA unifying what our OT role is and what is appropriate to teach others
- o Protect our expertise
- o ISU to be a part of this as well to keep information up to date
- o Collaborate with community presentations so there is less duplication or competition with other organization

Karla and Farrell to define and come up with a timeline. Blending of marketing.

Jim Plumtree suggested looking into reaching out to the returning service men (prosthetics, splinting, burns, etc)

PLAN: Table until next meeting.

IV. PRESIDENT REPORT – Ludee Vermaas

Recognized that the executive board was busy covering many topics in this past quarter.

Strategic goals are ongoing and moving forward thanks to efforts by Linda and the Exec. Board.

AOTA – Continuing Education Approved Provider

Continuing Education committee- needs definitions. Linda and Ludee to work on these. Proposed members: Past President, OTR to chair the committee, Vice President, Executive director, COTA liaison, ISU representative, .

V. PRESIDENT ELECT REPORT: Farrell Lindley

Annual conference planning update:

Key note speaker will be Suzanne Smith Raleigh. Rosemary White confirmed for Pediatric track.

Physical disabilities track still under planning- possibilities include kinesiotaping, assistive technology, possibly a CHT track.

Goal : Rough draft of conference to be done April 28 and Brochures out by May.

Date of conference: OCT 12 -13

DRAFT

Karla aware of Roxanne Small, PT providing Birth to three pediatric course /education in SunValley on Oct 5 sponsored by Dept of Health and Welfare. Will get more information from Trish Barnes, IOTA Member, OTR/L.

VI. VICE PRESIDENT REPORT: KARLA BROWN

District chair conference call held March 14. District chairs feel that meetings are not well attended and we brainstormed about possible solutions:

- o Combining with SIS meetings
- o Increase advertising (north) by calling members the week of event to remind.
- o Sub district meetings where there is a gathering of therapists (ie Sun Valley)
- o Outreach by OT board members by traveling, attending staff meetings at locations that employ a number of OT practitioners.

Other goals of Districts: Community projects such as Paint the Town, Disability awareness walk/ runs, etc. District chairs to be a resource and direct all incoming communication to IOTA website, encouraging membership and involvement.

North district chair still open. Recruitment needed (Grangeville, Lewiston area)

Quarterly district meetings are scheduled for Far North, Southwest, and South Central (see website) .

Quarterly District chair conference calls will be coordinated by Karla .

Membership Drive:

Due April. Will send letters plus free gift to all licensed therapists in the state. One letter will be devised to ask members to rejoin, one is to ask old members to rejoin, and a third to nonmembers. All letters will inform OT's of the role of IOTA .

Karla and Linda will finalize and execute the drive during OT month.

Discussion of how students find membership too expensive.

Motion: (Mandy) To give OT students the opportunity to join IOTA, charge \$15 for annual membership as long as currently enrolled in an accredited OT or COTA program in the US. Motion 2nd by Kelley- APPROVED.

VII. Treasurer/ Exec. Director Report

Budget reconciliation reviewed with the following changes:

- o Awareness Account added
- o Savings account added
- o Website is now cheaper (25% of the cost it was) since we changed service provider.
- o Currently have small loss in funds, but it is expected at this time.

Discussed possibility of combined *Secretary / Treasurer* position. Will hire a clerk until position is not filled.

Plan: Table until next meeting.

VIII. SIS REPORT

(Becky Stephens absent- Jeanette Runnings – PEDS SIS chair reporting)

OT Henry Conference was not as profitable as hoped, but was a success.

Revised SIS coordinator job description is available and will be discussed by Exec. Board members in online discussions.

IX. REIMBURSEMENT- Jill Satren

DRAFT

Medicaid reimbursement for private practice (non hospital affiliated) OT professionals is being addressed by Ludee and Linda through regular meetings with the Medicaid.

Medicaid is ready to allow this with a cap of 24 visits per year. IOTA is pushing to increase that to 36 visits / year with a provision to ask for more visits when necessary.

Hourly rates will be decided by Medicaid after looking at national averages.

Board is asking for details and concepts to agree with 24 visits per year.

Board is also hoping to establish quality assurance measure to prove that OT services are unified throughout the state and the OT services are similar statewide. Evidenced based practice is needed to show that OT is medically necessary.

Need definitions for medically necessary. Input needed by Sunday night before next Medicaid meeting.

X. COTA Liaison Report- Kelly Duarte

Recruitment needed for the following positions that are opening up in the IOTA Exec. Board:

- o President Elect
- o SIS chair
- o OTA Liaison
- o Student representative
- o RA – Alternate
- o Secretary
- o Treasurer

Recruitment to be completed by end of April and submitted for elections in May 10 newsletter.

XII. Student Report- Mandy Lee

SOTA will nominate 2 individuals for Student Representative (2nd year students) on April 17.

SOTA – has OT month activities and are donating 25% of fundraising money to the Free Wheelchair Mission sponsored by George Hage, OTR/L at the ELKs Rehab. They are also looking into a radio ad for awareness during April.

XIII. RA REPORT

Ballots for various motions at the national level are available on AOTA's website. Please be involved and vote on issues in our profession.

XIV. STRATEGIC PLAN UPDATE

Reviewed strategic planning goals and prioritized them. Linda presented a spreadsheet which has : GOAL, Strategy, Tactic, Person Responsible, Time frame, Benchmark and Status for our review and continued use. Board members need to review the strategic goals and get themselves involved somehow in each goal. Linda proposed adding a 5th goal re: sustainability of our organization financially.

Goal 1: Be the leading advocate for the advancement of the OT profession in Idaho

Goal 2: 80% of all OTRs and OTAs practicing in Idaho are members of the professional association.

Goal 3: IOTA is the leading provider of OT continuing education and professional development.

Goal 4: Increase awareness of OT in Idaho.

Motion to adjourn: Farrell

Second: Amanda

Minutes taken and submitted by Karla J. Brown

4/16/07