



ILOTA Quarterly Board Report Form – August 2022

This report summarizes the actions taken by ILOTA Board members toward each of ILOTA’s strategic plan objectives since the previous Full Board meeting.

| Focus Area 1: Inclusion and Diversity | |
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| <i>1.1 - Increase opportunities for members to engage in various volunteer and educational events related to inclusion and diversity</i> | |
| 1.1 | SI SIS added 2 new co-chairs in January 2022 |
| 6/28/22 | Sexuality and Gender Discussion -Sam (JEDI SIS) |
| 7/31/22 | Submitted to the Communique an article titled “Dear JEDI: Accessing Language Services” -Dalmina, Shannon, Ruby (JEDI SIS) |
| 5/24/22 | SDOH & Implications for OT Practice Discussion - Dalmina (JEDI SIS) |
| 8/16/22 | Communications sent for OT student/practitioner volunteers for community outreach committee (Community Outreach) |
| <i>1.2 - Develop equitable representation and advocacy throughout the state</i> | |
| 6/9/22 | 78 organizations contacted 6/9/22; prioritized geographic areas with OT volunteers near and diverse organizations (Community Outreach) <ul style="list-style-type: none"> ○ Have connected with 5 organizations thus far <ul style="list-style-type: none"> ■ Including coordinating an OT in Rockford to attend a career fair at an elementary school in Winnebago in the fall ■ University career centers sharing the ILOTA resources with students in their newsletter |
| 8/16/22 | Plan to pilot mentoring program for OT school applicants 9/12/22 (Community Outreach) |
| <i>1.3 - Ensure diverse representation in all communications</i> | |
| 8/16/22 | ABC’s of OT created for dissemination with potential future OTs with diversity in mind (Community Outreach) |
| <i>1.4 - Promote diverse membership on the board and sub-committees</i> | |
| 8/14/22 | The nomination and election cycle occurred this spring and summer for open Executive Board positions. We had a full slate of candidates thanks to the support of many people including the Board and the Executive Director for their emails, social media posts and referrals. Many thanks to all members who referred candidates, ran for office, or participated in the election process. Congrats to all the new Board members. Recommend continuing to explore additional strategies to promote diverse membership on the Board. |
| <i>1.5 - Improve accessibility of ILOTA communications, events, and education</i> | |
| 8/10/22 | Scheduled for Fall 11/18 conference at least one live session and 2 webinars on Inclusion and Diversity education for members. The Plenary opening session will also focus on Diversity and Inclusion as a theme. |

Focus Area 2: Membership

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| 2.1 - Increase member engagement in SIS groups/committees | |
| 2.1 | SI SIS has been using consistent email blasts, through George, to the identified SI members to try to increase engagement at quarterly SI SIS Discussions |
| | SI SIS changed name to better represent Sensory Integration and Sensory Processing - approved by board - SIP SIS now |
| 9/13/22 | AMSIS to foster a formal collaboration between the CACOTD – Chicago Area Council of OT Directors and AMSIS to identify potential areas of collaboration and create opportunities for ILOTA member outreach and education. |
| Ongoing | Discuss the need for additional members for the by laws committee |
| 2.2 - Create ILOTA networks to support advocacy | |
| 2.2 | SIP SIS held Quarterly Discussion meetings during the term with focus on Terminology; Evaluation/Assessment; Intervention |
| 2.3 - Increase CE content available on the LMS | |
| 7/26/22 | Hosted EI Stories of Engaging Families: A JEDI Perspective CEU -Divya (JEDI SIS) |
| 2.4 - Develop methods to increase membership | |
| Ongoing | AMSIS to routinely respond to policy, procedure, licensure questions sent to ILOTA via email and in addition to providing relevant and helpful resources and info, encourage those reaching out to become members of ILOTA. |
| 2.5 - Develop methods for maintaining membership | |
| June | Created and circulated feedback survey for JEDI SIS & COTAD Connections to gauge member interests -Dalmina & Sam (JEDI SIS) |
| | Leadership Development Program a) Finalized educational sessions target dates and established regularly scheduled committee meeting dates and times. b) Dates/calendar for application dates and cohort decision-making under discussion related to changing process(in mid-summer as currently versus beginning of calendar year) and as a result not finalized. c) Calendar for cohort member activities including due dates for charters, not completed. |
| May -August | Activities for Sarah Young seminar inc dates (9/24), content and advertising identified and established |
| 2.6 - Develop collaborative partnerships with potential sponsors or advertisers | |
| June-July | Executive board finalized sponsorship packages |

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| Focus Area 3: Organization and Structure | |
| 3.1 - Create standardized structure for responding to advocacy issues | |
| Ongoing | Facilitate discussions from Dear JEDI Column, members can submit anonymous questions -Dalmina, Sam, Lillian (JEDI SIS) |

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| <i>3.2 - Clarify policies, procedures, and position descriptions for all ILOTA Executive and Full Board members</i> | |
| Ongoing | Develop plan to solicit feedback and from members and board members for annual by laws revisions |
| <i>3.3 - Maintain standardized budget processes for all events</i> | |
| 3.3 | Submitted budget for new term |
| <i>3.4 - Update/maintain relevance of website content</i> | |
| 3.4 | SIP SIS now adds Quarterly meeting reports on website; quarterly meeting ppt on website |

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| Focus Area 4: Communication | |
| <i>4.1 - Improve communication and responsiveness of ILOTA to legislative events</i> | |
| 12/31/22 | AMSIS to reach out to more members to join advocacy efforts related to changes in licensure Act and Rules. |
| <i>4.2 - Maintain financial transparency communication to ILOTA members</i> | |
| July | utilized full board budget request forms to help develop new budget |
| <i>4.3 - Develop collaborative alliances with other states and professions</i> | |
| n/a | n/a |
| <i>4.4 - Maintain communication of most important aspects and updates about ILOTA to members using all communication tools</i> | |
| 1/30/2023 | AMSIS to develop a FAQ page on the ILOTA website to house committee approved responses to member/non-member policy and practice questions. |

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| Focus Area 5: Support of Best Practice | |
| <i>5.1 - Establish mentoring programs through SISs to support new grads, practitioners transitioning to new practice settings, or practitioners returning to practice</i> | |
| 5.1 | SIP SIS has 2 OT student leaders that support, attend, engage |
| | Fieldwork Education-Letters were sent out via email to all OT and OTA Programs introducing the Fieldwork Education Coordinator and Fieldwork Education Program. Response was received from Elmhurst College requesting student placement for 2023. Application Form and application process was sent. |
| <i>5.2 - Provide quality CE opportunities related to best practice</i> | |
| 8/10/22 | Scheduled for fall conference live and webinar sessions providing CE opportunities related to each practice session |
| <i>5.3 - Provide increased opportunities for networking and town hall discussions on administrative and practice issues</i> | |
| May 2022-Aug | PEDS SIS-planning town hall discussion for September, Ashley Hettlinger transitioned as new co-chair |

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| st 2022 PEDS SIS | |
| 8/10/22 | At fall conference 6 Conversations That Matter scheduled to promote opportunities for Networking and Town Hall discussions on administrative and practice issues |
| <i>5.4 - Enhance library of SIS resources available on website</i> | |
| Ongoing | AMSIS to continue to develop resource of essential supporting source documents (Illinois practice act, etc) to support FAQ page (see 4.4) |