



**ILLINOIS OCCUPATIONAL THERAPY ASSOCIATION
FULL BOARD MEETING MINUTES**

August 20, 2016 * 9:00 am * Location: Elmhurst Memorial Hospital

TOPICS	DISCUSSION ITEMS		Presenter
Meeting Called to order	Time: 9:13am		By: Lisa Mahaffey Second: Janet Adcox
Roll call of members present	Janet Adcox Anne Kiraly-Alvarez Beth Kohler-Rausch Julie Frakes Susanne Higgins Maureen Mulhall Debra Morey Kathy Preissner Peggy Nelson Misty Ayers-Cumbow Frederica Kennedy Piper Hansen Kari Teske Claudia Cirrincione	Lisa Mahaffey Nancy Richman Christina Rojas Ashley Stoffel Abigail Swidergal Minetta Wallingford Jennifer Dang Nadia Marasti Susan Quinn Rhonda Guzman Holly Gormley-Guttu John Dudzik (guest-Alexian Bros. Hospital) Barbara Hollaran (guest-Macneal Hospital) Rebecca Monnyhan (guest-McNeal Hospital) Ryan Walsh (guest-UIC student)	
Reading of minutes of last meeting.	<ul style="list-style-type: none"> o Motion for approval by: Christina Rojas o Seconded by: Minetta Wallingford 		
Review and acceptance of proposed agenda	<ul style="list-style-type: none"> o Motion for approval by: o Seconded by: 		
Officer and Committee reports			
Director of Finance--presented by Janet Adcox <ul style="list-style-type: none"> o Budgets <ul style="list-style-type: none"> • \$82,000 in account as of June • Janet needs items for budget from board members 			Board members need to submit budget requests to Janet by 8/26/16

- Income and expenses both over projected budget; everything else close to projections
- Scholarship Fund
 - Asking all ILOTA board members to contribute before expanding fundraising to general membership in October so that we can say 100% of board is participating
 - \$12,000 initial deposit made to AOTF
 - Next month will contact academic programs about scholarship and contributing
 - Conference raffle money will go to scholarship fund
- **Conference Report presented by Christy Rojas and Anne Kiraly-Alvarez**
 - Conference brochure will be ready Monday
 - Live streaming from certain conference rooms will be available this year; 3 OTA programs (Southern IL, St Louis area, eastern Iowa area)will be hosting the streaming

Janet would like to have to have all board contributions by 8/31/16

President – Lisa Mahaffey

- AOTA float for Rose Bowl parade-Lisa would like members to think of ways to fundraise
- Current strategic plan will be ready for next EB meeting

By-laws presented by Lisa Mahaffey

- Several changes need to be made to the current bylaws and membership will need to vote on the proposed changes
- Goal is to have bylaws changes ready to vote on at annual meeting in October at conference

Emerging Leaders presented by Peggy Nelson

- Very positive response to survey; 46 members expressed interest in program
- Peggy will send follow up email to find committee members; displayed timeline proposal through November 2016
- Looking at ways to capture more members for CEs
- Maureen Mulhall would like to see more about advocacy presented in leadership program

○ **Director of Membership – Debra Morey**

- Membership money has more than doubled in the last four years
- Goal is to have 15% more members in the next three years
- 712 members currently
- Tentative ideas to boost membership: discounted membership and letter for 2nd year to encourage renewal ; 1 year anniversary letter at renewal time; push benefits, CE courses, etc. of membership

Networking Coordinator-Anne Kiraly-Alvarez

- 2 Midwestern students will be transitioning into student liaison role at conference;

Student Liaison report presented Nadia Marasti

- Student event at conference at Hilton; requesting funds from SOTAs to subsidize event and hoping to keep cost below \$15pp
- Will be offering Linked In presentation and traditional resume writing session
- Compiling information on licensure FAQ as student member resource

○ **Director of Advocacy – Robin Jones**

○ **Legislative presented by Maureen Mulhall**

- HB 4446 College Admission Inquiries Act-to prohibit universities from doing background checks prior to admission so that students with backgrounds are not discouraged from applying to programs-nothing decided yet
- 1115 waiver hearings next week that Maureen will be attending; bundle multiple waivers into single waiver for funding primarily through Medicaid; Katherine Burson working on the language for letters that OTPs will be asked to submit, and ILOTA will be instrumental in working with members on completing letters to send to their legislators
- Community Mental Health federal initiative- IL received a grant from SAMSHA regarding provision of services to several groups; federal government has recognized OT as a necessary profession in this initiative

○ **Nancy Richman**

- Home health agencies will require OT documentation to be more specific re: homebound and medical necessity
- An FAQ will be put together to distribute to membership regarding this issue
- OTPs will need to show distinct value of OT in documentation to provide services
- There will be a presentation at conference on new CPT codes and how to document using them

Director of Communication –(Open position)

- Social networking posts being done by Katie Lane
- 2 Pinterest boards have been put up, ILOTA Facebook has had thousands of views/likes
- Website has had all AOTF information posted; all awards updated; all board meeting minutes posted; new banner advertising coming up; conference information posted

Newsletter Coordinator-Molly Bathje

○ **Communiqué**

- Molly Bathje has restructured production schedule for more timely delivery of Communiqué

Archives presented by Kathy Preissner and Ashley Stoffel

- Met with Velma Reichenbach who donated many items to ILOTA Archives
- Collecting images of past ILOTA logos
- Planning will soon start for 2019 ILOTA centennial

Nancy will have FAQ put together by 8/31/16

- Would like to have more assistance on committee

Recruitment Coordinator presented by Minetta Wallingford

- **Positions filled:**
 - Director of Membership – Debra Morey
 - CE Approval Co-Chair – Kari Teske
 - Holly Gormley-Guttu - AT-SIS Co-Chair
 - Elizabeth Wittbrodt - licensure board
 - Misty Ayres-Cumbow - RA Representative
- **Positions to be filled:**
 - Website coordinator
 - Director of Communication

Awards-Susan Quinn

- Open until 8/26/16; no nominations submitted yet

Executive Director presented by Jenny Dang

- Centennial Celebration
 - April 22nd at Hull House
 - Working with Hull House on accessibility issues; will be doing a site visit
 - Conversation about types of equipment, dress over the last 100 years; scavenger hunt; presentations for practice areas; video contest
 - Looking for committee members
- ILOTA CE course offering update
 - 18 courses have been approved
 - Online ethics course to meet ethics licensing requirement will soon be ready; will be free for members and will cost for non-members
 - Jenny working on several courses for upcoming year
 - Looking at offering a student conclave by next year

Jenny will post information on website regarding nominations submissions by 8/22/16

Special orders - Important business previously designated for consideration at this meeting. (from previous meetings)	○	
Unfinished business (Not finished at previous meetings)	○	
New business		
Announcements		
Meeting Adjourned	Motioned by: Minetta Wallingford Seconded by: Susan Quinn Meeting adjourned at 11:22am	