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| **In Attendance:**  **Lisa Mahaffey, Lisa Kelsey, Nancy Richman, James Hill, Christina Rojas, Nadia Marasti,Christy Morrison, Ashley Stoffel, Debora Davidson, Minetta Wallingford, Anne Kiraly-Alvarez, Molly Bathje, Susan Cahill, John M. Dudzik, Susan Quinn, Maureen Mulhall, Michelle Sheperd, Monika Robinson, Janet Adcox, Megan Lambert, Ryan Walsh, Marlene Vogt, Abi Swidergal, Jacob Garrison, Morgan Stastell, Beverly Menninger** | | | |
| **TOPICS** | **DISCUSSION ITEMS** | **MINUTES** | **ACTION ITEMS** |
| Meeting called to order | Time: 9:07 | Lisa Mahaffey  Janet Adcox motion to call to order  Minetta Wallingford second |  |
| Roll call of members present | See attendance above |  |  |
| Reading of minutes of last meeting  Review of proposed agenda | Motion for approval by:  Seconded by: | Janet Adcox  Minetta Wallingford |  |
| Review and acceptance of agenda | Motion for approval by:  Seconded by: | -  - |  |
| Officer’s reports | President   * Quarterly Report * Communiqué Update – Editor * Update on EI in IL * Goodbye and Thank you * Pass the torch to Jim Hill | Introductions of members present with role of the board and visitors  Reviewed and approved minutes from last full board meeting  Quarterly reports sent out and received. Can look over them.  In a time of adjustment re. quarters with conference moved up so far. Will be shifting meetings next year with earlier conference.  Early Oct next year in Tinley for conference. Moved it up because overlapping with so many different things. Fits fiscal year better, falls closer to end of fiscal year.  Historically earlier, shifted after Galena. Cost is better moving it earlier.  Update – meeting for emerging leaders, like AOTA at state level. Open to anyone who wants to develop leadership skills. Apps will be put out for mentors and mentees and looking at what program will look like. Education, relationship, set up, etc. Will set up a time line. Coming along and very exciting.  This is Lisa’s last meeting as President. Thank you to everyone, everyone supportive. Amazing experience. Started with finance job. Been a fun experience, learned a lot, highly recommend it, and a fair amount of work. Excited to pass the torch to Jim. Will be at full board meetings. Working with emerging leaders and CE committee.  Save Communiqué for later in meeting. |  |
|  | President-Elect | Jim thank you to Lisa re leadership making professional, organized organization. Gift as a member. Stated, set me up to look really bad.  Flowers presented to Lisa by Janet Adcox.  Jim gearing up for conference  Meeting with incoming students UIC Wed. How to connect with people’s core values and link to how ILOTA is going to be important to achieve what they care about most in the world. How we start to engage people. |  |
|  | Executive Director   * Quarterly Report | Lisa K. two announcements, conference brochure in the mail on Wed. Passed copy around.  Conference app. Mostly a schedule of the days to access just before and while at conference. All info for sessions. Some interface with social media, can use #s and spread the word. Being developed.  Question about putting speakers review and full conference review on app. Can link to anything. Member Clicks working on rating. Could do a link if can’t do in app.  Discussion re. streaming -working on site locations for possible streaming  Issues with streaming. Question from Minetta for students to attend streaming.  Lewis and Clark cannot do streaming.  Need a site to stream vs. private streaming. Can’t get CEU if streaming independently. Have to take a test with a number of questions for CEUs.  Can’t nail down locations -can talk more about individual streaming.  If can’t get CEUs could still watch it. Question about speakers comfort with streaming all over the place. One site makes it more a conference. It’s also intended to be a networking experience. The point of streaming was outreach to other parts of IL. People at conference in Bloomington mostly from here.  Possible distance requirement for streaming – hard to manage this.  Various suggestions discussed.  Recording is an additional fee. Streaming through a specific secured site. Lisa to talk to AV person re details.  Discussed the number that need to attend – not restricted. Provided breakfast. $45 for a day of CEU.  Recording and creating a CE  Easier to live stream vs. package for later –  Jim – possible library of CE activities if recorded. May not be every speaker. Specialized group that writes a test. Do we stream or capture?  Ethics component – it would be good.  Being asked to go out to educators, students.  Question re. Captioning everything. | Lisa K to talk with AV person about details  Lisa to ask AV about recording |
|  | Director of Finance   * + Quarterly report   + Budget items needed for next year. Scholarship raffle at conference. Conference update for this year and announcement for next year. | Refer to quarterly report for accurate numbers.  Financial report  After third quarter 84% income of budget.  Incomes higher than projected for quarter Right where we need to be.  Should have last quarter done.  **Need budget items** from people from people. Get to Janet as soon as possible. Want budget at Sept meeting.  Oct 4-5 next year Tinley park. Cautious with budget for conference, need to pay before conference in Tinley. Beautiful venue  Huge leap for us. First to convention center  Hitting 500 range for attendance, need more space.  Renewal year, keeping in Chicago.  Good problem to have.  Should not have to charge too much more if at all  15-20,000 more for conference next year.  Not a huge change in fees expected  Increased student fee to cover costs.  3 years since increasing fees.  520 2016, last year 493 80% from Chicago. Hope this year to break 500.  Struggling with vendors, big source of income.  If work with a vendor, ask if rep can contact them.  $650 for a table. Variety of options they can advertise but not be there.  Scholarship raffle at conference.  Gift cards donations for raffle baskets most popular  Restaurants, Apple, Target, etc. Restaurants brought in the most.  Can bring raffle baskets, Claudia working on baskets.  Amount rewarded based on interest. Keeps building. Want constant stream into fund.  $400 scholarship  AOTF endowed scholarship fund. Raised 350000 to fully fund. Supposed to be on 2018 scholarship awards. Not posted or heard from AOTF – something is going on.  Notice that we could have 2018 scholarship, but last we heard.  2019 2 scholarships OT and OTA  2 CE approvals this last quarter  KInesiotape 1 and 2 x3  Committee on CE coming up. Before conference do a conference call to start plans.  Christy - conference  Registration open. Early reg. Aug 29 last day for hotel group code too. 31 registered, not all speakers.  Vendors – only 5 so far.  Lisa to finalize vendor contact script. List broken down into groups  Pediastaff not on list – Abi  T-shirt 100 years of Practice 1918-2018 on registration and at conference  Question re. vendor satisfaction survey. - Minetta. | Members provide budget items to Janet by Sept meeting |
|  | Secretary   * Quarterly Report | Quick summary of quarterly report. |  |
|  | Recruitment Chair | Minetta – reported on positions filled-all in the quarterly report.  Open positions -Finance-elect, Communication and Secretary  Open – Website coordinator position. Website current, checking int. Not overall web design. Work with Lisa. Good project for emerging leaders team.-Abi Swidergal |  |
|  | Archives Chair | Archives – See quarterly report.  Janet Engbring – 94 yo interview with follow up information being sent by her. See quarterly report.  Looking at ways to save audio recordings. There are recordings from conference. Not sure how to save them. Still need to explore. Archives writing Communiqué articles but would like to save voices. Will check with UIC. Look into YouTube.  AOTA was saving audio, did not have a way to do it so cannot save through them.  Question how to access. Can contact Ashley Stoffel and go through library and request boxes.  **Leaders and Legacy Society Nancy Richman to reach out re. State link**  How to inform membership about access to archives – could rerun in Communique, can add to website**. Lisa K can add**  Lisa K thanks Archives for pics on cover of conference brochure.  Abi has someone for archives story, will get to Ashley  Email from Rush – going through Bev’s belongings with her sister. Will send list of missing items, minutes, conference brochures, etc. Wise to put list out of missing items. **Ashley put it out in Communique.**  Our archives significant compared to other states. Interesting things back to worlds fair. Key players did archive work.  Will have historic posters at conference, start in IL and education, Hull House, etc.  At table how to get in touch with Archives – Jim  Public or Members only? Suggested Members only | Ashley to check UIC re. keeping recordings. Look into YouTube  Nancy Richman to reach out to Leaders and Legacy Society re. State link  Lisa K to add archives info to website  Ashley to put out call for missing items for Archives in Communiqué. |
|  | Director of Advocacy | Abi and Emma from ILOTA Pac met about law up for review about HIppotherapy. Great revision done, sent to Maureen – bill not voted on.  Started what would you do to respond to bill. Learning experience.  EI reimbursement issue  Mia student at Midwestern, wants to be involved in advocacy. Students reaching out re. talking points if you do want to reach out to legislators or senators.  Maureen -bills to bring up.  Talk about advocacy Jan 9, 2019 – there is a turn over in the state general assembly of 25%. 40 new members need OT 101 with them. They have difficulty differentiating from PT. 1 page re. what OT is for them.  Realignment of committees also occurs, Pam Altoff is retiring – greatest tenure.  Spokesperson for MH resigned.  NO limit on bills introduced. Jan-Feb 5000-7000 bills to review by Advocacy committee. Could be 50 that apply.  Just Telehealth – 5 bills following for ILOTA. Telehealth someone needs to step forward to look together at more comprehensive view of it. Legislators skiddish about it.  Sexual harassment is an issue, General Assembly passed legislation – need 1 hour sexual harassment prevention training. Dept of Fed Reg will put this together. Something on line. Licenses that renew after 2020.  Housebill 4643 – PT direct access. Limitations around it.  Legislation establishing interstate compact act for psychology. Passing.  DPR – leg easier for PT and OT to get licensed for them if coming from other state.  Housebill 610 MInetta asked about for colleague. Maureen has to look up.  Housebill 5070 approved amendment added language Healthcare professionals do include OT in telehealth.  Possibility of putting together something explaining OT. **Monica** **Robinson can dig up Springfield Day**  **Flyer, elevator speech**  **Mia the student needs 10 hours of work, give her the files. Send to Michelle**  Got schools involved for Springfield Day. S. IL had students come.  Best success meeting is district offices vs. Springfield.  Mayoral election will drive legislative schedule.  Will have office addresses by Feb meeting. Mon and Fri invite to programs or visit district offices. Mental Health, Peds and EI need a lot of education.  Maureen recommends trifold with ILOTA and specialties explained would impress legislators.  Letter thank you note to legislators in support.  5057 Public health Act 1000064 supported.  **Need description on website for consumers**  Defined in practice acts vs. definition by organization/AOTA  Nancy Richman – maybe a good year to ID people that would volunteer to go and make house call  Telehealth – PT just developed a consortium, federation of states, portability of license.  Asked AOTA about federation promoting for OT. Not one. 2015 Ad Hoc committee, voted on recommendation for this.  Promoting interstate practice. Practice acts have to look similar. AOTA recommending talking about terminology that should be used.  Reach out to AOTA to follow up? Lisa M did talk with Chuck about this. Lisa has RA motion and Adhoc committee report. Can make available.  Review Lisa – Pull together something to give to people. Timeline for review of **material by Oct Board Meeting have something**. **Michelle needs people to send description of practice area/elevator speech by Sept 15.**  **Don’t want to eliminate anyone. Check resources from AOTA on advocacy – tweak language for state. Mia will do all of this, APTA, etc.**  **Christy can look at EI info. And send to advocacy email.**  **How to speak to legislator also needed. Way to use website to push out to legislator.**  **IOTA Pac file to be sent by Monika.**  Representing OT vs. ILOTA if speaking with legislators as a voter. – Abi  Value of having experienced therapists speak to reps – Debora  Gen Assembly off for Easter Passover April 15 and 22. Can connect with legislators AND AOTA conference  Maureen will have bill for newsletter, what passed, and hippotherapy will.  Send info to our members when together. Meet with legislators in person.  All on website about how to do all of this to link people more easily. Listing districts would be good through member clicks.  EI reimbursement issue – Christy  EI coalition. Recommendation bump up to 50% delay for EI. Professions gathers and fought it, Abby part of this, IDTA – developmental therapy association – strong voice trying to collaborate, participated in up call with OT PT and IDTA. Advocating to overall increase in rate for EI. state pays for EI service. Other issue came up OT, PT and SLP reimbursed for same rate, DT EI SPED- Rate is lower. $1 higher than interpreter makes. Would like to make rates more equitable. Recommend DT higher. DT not licensed and not med professional. Connected with OUNCE. IDTA  Wants to come from all 4 state agencies. Won’t move forward if not all on board.  IPTA suggesting move to DT licensure during call. Gathering info from AOTA.  Christy – passed out pay rate Ashley and Claire all discussed size of issue, bigger than just SIS group. Should we advocate and should DT be paid the same? Christy reviewed pay rate chart passed out. DT gets lower rate in all states reviewed except in CA where DT has to have MA. IL does not require BA or MA, get a credential. Unclear across states. CA also has Title 17.  Summary – we are at lower end per 15 min rate compared to state. Consistent OT/PT/DT rates without MA in SPED.  Discussion Christy Rojas – concerns about recommendations from DTs in EI in IL.  Scope of practice is unavailable on website.  Hard to compare pay with no description of scope DT. They are not licensed, new organization.  Concern IPTA is on board – Ashley.   1. Do we want to go forward on payrate? 2. ILOTA view re. licensure issue?   Lisa M. PT president disconnected from Advocacy Team.  Maureen –asked about people advocating in EI in past - met with Sen. Martinez – licensed activities – DTs working into scope of practice of OT discussed. Where are we today with OT EI practitioners? Not enough OT practitioners, something better than nothing so DT subbing in in pockets of IL. Also because they are cheaper, more of them.  Seeing decrease in number of people wanting to be DT, can’t make a living per IDTA rep.  Advocating increase in rate across board – FY 20 legislative issue. Supplemental appropriate for current year might make an argument. 6-12 month push to get data, get in front of advocates in GA in appropriation caucus. Need to strategize who to meet with. Don’t think can change reimbursement by rule.  Does ILOTA want to get behind. Lisa M - IN no position to make decision before end of this GA.  Do get behind justification – Maureen.  We cannot join and support IDTA rate increase. They are working on writing this up right now.  Need EI bureau to be a part of this discussion.  Want to be sure reps from ILOTA work together moving forward. Know where our players are and be a team.  Thinking about this not just saying no.  Claire – is this where we, as volunteers, should put our energy? So many issues in EI.  Lisa M summarized response – need to gather information. Need more time.  Christy Rojas – DT pay rate and licensure not our fight.  Maureen -Question if advocating for rate increase in EI why not other specialties?  Info needed – to justify pay increase. Shortage of OT practitioners.  Maureen will talk with IDTA directly. | Monica Robinson to find Springfield Day flyer  Maureen to talk with IDTA directly. |
|  | Director of Membership   * + Quarterly Report   + Question about term limits for sis chairs and liaisons- Anne Kiraly-Alvarez | 850 active members continually. Fall off time of year right now.  Ways to get members/non members to come on board and get involved starting at conference  Volunteer tracking. Need to set up data base. In next few weeks strategic planning with Membership and Jim. hopefully prepared for conference. |  |
|  | Director of Communication | Communiqué . Easing burden of editor for Communiqué, floated ideas, do have money in budget. Investing in organization. One is second person in office, one in editing newsletter. 2 proposals of options.  We used to put this out as paper product - $13,000 a year – in addition to lay out 4x a year and smaller membership.  Digital format this was saved.  2 different proposals different outcomes:  Do we want to invest in this –  Lisa K call for bids copy editor. One bid a true copy editor who has done this before. Editing anything that comes in and helping with communication that takes awhile. Committee plans, editor follow up to get articles then edit, send on to graphic designer.  2nd proposal with big ideas for Communiqué bring us forward, from PDF file to digital newsletter, everything clickable, decide who can get it, much different change quite a bit. Similar to what we get from others – dynamic newsletter. Strategy and planning also a service she can provide. She had a number of suggestions to improve what we have. Likes the set items in newsletter – can shorten and have greater impact and strengthen. Think would bring in more members.  **Debora** using Mighty Network, can be locked to just members, allows to connect and locate other members that are close to you or with common interests. Maybe have someone work with us with network like this.  Talk of going with her for a year to move Communiqué forward. She would also do copy editing. Help bring to social media.  Jim – part is platform, get us to look better more engaging. The other piece –her resume is good and understands media and engagement. Consultant who understands how to engage people.  Bottom-line $2000 difference/issue. $8000/year. Archives perspective – how would they be saved.  Have Archives come to meeting with 2nd proposer.  Abi – investing in this increasing membership and extra to conference. Still less than when we sent it out.  Total read under 200, sent to 800 members.  Taste of an article to non members could help gain members. And social media could give a taste  Lisa M. - Facebook 1700 likes from all over the world.  Nice to get non-OT perspective.  Important to have access to platform after she is done. She is a contract with a limit. Move to editor after set up.  Plenty to invest in. Communiqué central member benefit. Is this a place to put money into to be more up to date.  Other things we want to invest in:  Talked about buying cameras.  Extra office person – budgeted for this.  Need to ID this person’s role  Group discussed -Important, our public face  Talked about sending out a 2 page to non members – option. This is what you are missing, link to see the products. Send teasers out to different programs to share with students.  Requiring membership to submit an article.  Could offer how to write an article for newsletter.  Will meet with her and present to larger group before deciding.  If questions or concerns send email to Board to ask.  **Debora would like to be at meeting**  **Archives at meeting** |  |
|  | Conference | Discussion throughout meeting |  |
|  | Additional Business | **Anne Kiraly-Alvarez** SIS chairs review SOP. No term limit specified. Bylaws only Exec Board member terms only. NO term limits now. Would help to know how long term is. Need to give an out if done. Also give a commitment.  Question is should limit be put back in, does bylaws need amendment? Make sense to put in SOPs – Lisa.  Should do it across the board for consistency.  If reach term what is procedure? Christy Morrison  Every few years can go up on the board and if multiple interested – can go co chairs, can stay in, can build committees, first come first serve.  **Write up for SOPs – Anne KA**  Dove tails with Jim and Jake work re. volunteer links. Combine levels of experience.  Lisa M – if people come in as mentee, they will give back to us through serving. Create a pool of people for the organization  AOTA SIS structure talked to SIS chairs feel titles archaic. Some setting specific, some population specific. Do we relook at restructuring our SISs and how would that look? Had conversation before.  **Set this as a goal, engage chairs into discussion conference call. By next Board meeting in Feb. Anne**  **In person conversation to discuss. Possible Zoom conference.**  **Come up with initial plan by Feb. and what needed from board.**  Support from Board – compare to AOTA  AOTA 9 SISs  Nancy Richman - Announcement, post acute care field affecting OT. Webinar Section GG going under change – OT and PT. Data collection  Link out to members per Lisa M.  Inpatient rehab, SNF,HH.  Impact Act  Janet- AOTA has good review of page 2 of changes.  Received award nominations, some did not meet not ILOTA members – OT/OTA and Student of the year. There will be awards.  So many awards we haven’t given away in years.  On website, sent out once and on Facebook. Too late for nominations now.  **In calendar earlier for next year. Lisa k**  Encouraging Jake to meet for awards as member benefit.  National issues too, have tons they do not give out.  Nominees that are not members can we reach out? Need to be a member at time of nomination.  Be sure nominee is member!  Differentiate member and non member at conference? Ribbons suggested.  Different color name badge ID members  Don’t want to call out if a non-member after having them pay $100.  Incentivized joining registering for conference.  **10% discount and offer for 1 month after conference. Lisa K email** | Anne K. to write up for SOP |
| Meeting adjourned |  | 11:53 am  Nadia Marasti motion  Abi Swidergal second  Meeting adjourned |  |