



## **WOTA Board Meeting**

Monday, January 22, 2018 7:00 pm – 8:30 pm

### Board Members:

President	<i>Kelly Sajdak (Present)</i>
Treasurer	<i>Laura Futterer (Present)</i>
Secretary	<i>Kelly Enghofer (Present)</i>
VP Professional Development	<i>Jenny LaBonte (Present)</i>
VP Membership	<i>Amber Donovan (Not Present)</i>
VP External Affairs	<i>Katy Wenzel (Present)</i>
VP Practice	<i>Joan Sorteberg (Present)</i>
SC District Co-Chairs	<i>Laura Nagel (Not Present) and Marni Ginsberg (Present)</i>
SW District Chair	<i>Michelle Hentges (Present)</i>
NE District Chair	<i>Rebecca Thompson (Not Present) and Alyson Windle (Present)</i>
NC District Chair	<i>Caroline Radlinger (Present)</i>
Additional Attendees	<i>Laura Kocum, Bob Welch, Jeanne Welch</i>

### **I. Welcome and Call to Order – Kelly Sajdak, meeting called to order at 7:04pm**

- 1) Opening Statement: 2018 WOTA board meeting structure to transition to report format
  - a. Goal: to increase interaction amongst members
  - b. Each member will provide report per their role functions back to the group
  - c. Input appreciated from board members in district chair positions to provide insight on how WOTA can better support their district members

### **II. Membership Update – Laura Kocum**

- 1) Membership data
  1. Renewal Process
    - a. Membership expires 12/31, auto renewal.
    - b. Email sent in advance, has this worked well?
      - i. Laura collaborating with website managers to determine if this method was successful
    - c. 250 renewals this month,
      - i. Influx around Christmas and New Years Eve
      - ii. Membership outcome: majority are practitioners, not necessarily students
      - iii. Monthly billing has been successful, this will continue to be promoted
    - d. 500 outlying previous members still attempting to be reached for renewal

- e. Newsletter placed reminder to members to renew, members receiving notice of expiration in last newsletter format
- f. Continue to work on partnerships with the WI Hand Therapy Association and CESA strategic partnerships to boost WOTA membership
- g. Department of Safety and Professional Services (DSPPS) provides list (can be purchased) obtaining all new OT graduates in order to target this population and stimulate membership
- h. **ACTION ITEM:** Consideration of changing December 31<sup>st</sup> renewal date to an ongoing renewal cycle.
  - i. Is December is an inconvenient time for asking members to renew?

***Supporting Statement: I have not renewed my membership on purpose because I want to move my membership auto renewal due date to February 1<sup>st</sup>. I suspect many members may be doing this in order to change their due date.***

***Katy Wenzel, OTR***

2) WOTA Newsletter Updates

1. Went out last Thursday

- a. Overall, positive feedback on content of newsletter from board members, WOTA members
- b. Consideration is to continue short format in a monthly touch base fashion
  - i. Featured content: Evidence-Based Practice Forum, Q and A by Concordia University students and faculty
    - 1. Answers can be printed in newsletter, question and answer format
- c. February 9, 2018 next due date for articles, will distribute following week
  - i. Goal: All content/articles for newsletters due by 10<sup>th</sup> of every month: consider an annual plan for deadlines March-December
    - 1. Joan will reach out to SIS chairs and schedule out for content from different practice areas
    - 2. Members can submit content early, but this will ensure clinical content areas will all be better covered
      - a. Laura Kocum will create Google document for organization of content

3) Corporate Membership

1. No comments

III. **Continuing Education** – *Jenny Labonte, Laura Kocum*

1) 2018 Annual Conference

1. Location: Concordia University.
2. Dates being considered: October 19<sup>th</sup> and 20<sup>th</sup>
  - a. School out of session, best for parking
  - b. Chair of OT program working on classroom organization
3. Working to schedule CEUs based on member survey results, increase leverage in CEU offerings of specialty areas (i.e. Pediatrics)
4. First 2018 WOTA conference meeting will take place this week with Megan Watry and Nicole Boyintong (conference chairs for 2018 and 2019) Both years covered!!
  - a. OT Students being sought to recruit as conference committee members
5. Moving WOTA conference to spring
  - a. This is designed to boost attendance and avoid competing with attendance rate of conferences in fall, ex. AOTA
  - b. Laura Kocum and Jenny Labonte collaborating to develop short webinar based CEU courses for 2018 (Topics including, but not limited to: RCS-I, OT ethics)
    - i. Want to arrange CEUs to target all areas, a few likely locations discussed: Mount Mary for summer CEU offering, Madison based area CEU, Carroll College

2) Other CEU Offerings

1. Board member, Jenny LaBonte seeking volunteers for Webinar CEU recordings, submit topics if interested

3) Spring 2019 Conference

1. Spring 2019 location: next target area will be Madison area, what will best option be?

4) Reflection: 2017 Conference; Fox Valley Technical College

1. Overall feedback: Conference was a positive, all-inclusive event. Streamlined well. Great group of people to work with, staff was very responsive.
  - i. Cadaver virtual review was excellent.
  - ii. Classroom layouts were somewhat difficult to locate.
    1. Survey results indicated we need to move conference towards Milwaukee to increase attendance

IV. **Legislative Initiatives** – *The Welch Group representative Bob Welch*

1) General liability insurance coverage

1. Goal: to obtain insurance under \$250, we want to make sure we are covered but not pay for coverage we don't need

2) OT examination board taking down FAQs portion of site.

1. WOTA may want to consider adding FAQ section to site
  - a. Laura Kocum will add FAQs to WOTA website
    - i. Board in need of two new public members (can not be OTs)
      1. Call for volunteers to serve on state board to oversee OTs
      2. OT assistant member
2. Located meeting minutes with credentialing board from last November.
  - a. Tuesday March 13<sup>th</sup> 2018 is next meeting.
  - b. OT presence is recommended, Kelly and Laura looking to attend
  - c. OT will be at Capitol in 2019
- 3) Workers Compensation Bill – Looks optimistic that OT will not be on fee schedule.
- 4) Prior Authorization – Victory, OT evaluations will not need to be prior authorized
- 5) Dry Needling: Examining board reviewed AOTA standards. This service has been deemed an advanced practitioners competency.
  - a. In order to get included in scope of practice it will need to be included in OT curriculum
- 6) Smaller bills to consider: Intensive Care for Medical Assistants, Complementary and Alternative Health Care (newly introduced)
  1. Occupational therapy was listed directly in the 2<sup>nd</sup> bill listed above. This bill may need more consideration.

V. **AOTA, RA Updates** – *Mitchell Voss (Not Present, email content)*

- 1) AOTA RA member, Mitchell Voss, contacted Kelly to inform the board of the intended meeting between state presidents and AOTAs Representative Assembly (RA)
  - a. Goal: To increase collaboration between AOTA RA and state level association groups
  - b. AOTA RA planning for a meeting at the annual conference in Salt Lake with ASAP (Affiliated State Association Presidents)
    - i. Date not yet determined, likely prior to Salt Lake conference
  - c. Plan is for Mitchell to join our calls as the AOTA representative
  - d. Next RA meeting will be taking place online in Spring 2018, Kelly will provide update
2. AOTA has a new State Affairs Manager. Kristen Neville, will be filling this position
  - a. Contact: [kneville@aota.org](mailto:kneville@aota.org)

VI. **Financial Update** – *Laura Futterer, Laura Kocum*

- 1) FY 2017 (Jan-Dec) closed with positive account balance
  1. Transition completed from BMO account (closed) to Farmers and Merchants Bank account
    - a. \$7,160.65 current balance
    - b. Balance includes: Welch group being paid in full through 2017
    - c. Balance excludes: January 2018 payment to Welch group
  2. PayPal account balance of \$1,658.30 comprised of membership dues

accumulated since last Thursday (January 11, 2018). This balance is to be added to total current balance.

1. 2017 gross profit \$86,747.19
  2. 2017 total expenses \$80,609.34
  3. Net Income \$6,137.85
- ii. WOTA is proceeding with annual financial record review in audit format by licensed CPA for FY 2018 and forward

VII. **Open to All** – *Kelly Sajdak*,

1) Update: SIS Chairs – *Joan Sorteberg*

1. December meeting discussion: to align WOTA SIS with AOTA SIS group names
  - a. Joan will talk to Frank to see if interested in new title for research SIS section
2. Consideration: Will making name changes for groups need to be discussed at conference with membership and will this stimulate a change of bylaws needing completed?
  - a. Kelly will look into this and follow up
3. **ACTION ITEM:** To review bylaws and change SIS title names to align with AOTA SIS names as appropriate

2) WOTA board members discussed making website alterations, add link to board meeting minutes

1. Goal: to be more transparent to members
  - a. Results stemmed from member survey, indicated members would like informed of action, want more interaction with board
  - b. Suggestion for addition to this link on the WOTA banner page, WOTA Facebook page

3) Occupational Therapy may be the only sister discipline that does not require an annual ethics continuing education and competency for licensure.

1. **ACTION ITEM:** Does OT want to explore this? Board looking to consider addition of Ethics requirement

VIII. **Adjournment** - *Kelly Sajdak*, 8:39 pm meeting called to close

**Upcoming Full Board Meeting, 7 pm -8:30 pm** : Monday, March 12, 2018 (7pm -8:30pm)

**Executive Committee, 7 pm -8:30 pm** : Monday, February 26, 2018 (7pm -8:30pm)

**2018 Strategic Priorities:**  
*Continue to grow membership*  
*Facilitate Annual Conference*  
*Remain Active in Legislative Issues*  
*Develop Strategic Partnerships*