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**ILLINOIS OCCUPATIONAL THERAPY ASSOCIATION**

**FULL BOARD MEETING Minutes**

**May 17, 2014 \* 9:00 am \* Location: RIC Hospital, 2nd floor Heyworth West**

**Attendees:**

**Executive Board**

[x] Peggy Nelson

[x] Lisa Mahaffey

[ ] Lisa Iffland

[x] Kylene Canham

[x] Carolyn Porter

[ ] Robin Jones

**Full Board**

[ ] Julie Frakes

[ ] Abigail Swidergal

[x] Anne Kiraly Alvarez

[x] Rachel Dargatz

[ ] Lisa Castle

[ ] Joy Hyzny

[ ] Elizabeth Horvath

[ ] Bridget Wickert

[ ] Carol Schwartz

[x] Mark Kovic

[x] Nancy Richman

[x] Minetta Wallingford

[ ] Marcia Kilpatrick

[ ] Kathleen Serikaku

[x] Carrie Nutter

[ ] Catherine Brady

[ ] Katie Polo

[ ] Kim Bryze

[ ] Kathy Preissner

[x] Ashely Stoffel

[x] Janet Adcox

[ ] Mara Sonkin

**Guests**

[x]  Maureen Mulhall

[x]  Jennifer Dang

[x]  Monika Robinson

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| **TOPICS** | **DISCUSSION ITEMS** | **Presenter** | **Follow up items** | **Time line** |
| **Approve Minutes** | * Approval of minutes
 |  | Minutes approved |  |
| **President Report** | * Welcome

Review of ILOTA volunteer mentor program. A program to allow new board members to connect with an existing board member. Would help with knowledge transfer and getting new board members functional.* Review of board orientation presentation- seeking input and making sure information is accurate.
* Recommendations to adjust the “how to get involved” to the end of the presentation. Specifically how do they follow up and contacts. Additionally create breakout sessions following full board meetings.
* Nancy recommended sending a summary of the presentation to all members and upon renewal.
* Monika recommended we include a portion of the presentation in the Communique each quarter.
* Monika recommended that we document specific job functions. Add time frames and directors accountable.
* Nancy recommended that we announce the SIS volunteer opportunities during breakout sessions at conference. To ensure the target audience is informed.
* Janet recommended that we have membership meetings at employers and present on ILOTA and hand out Apps.
* Nancy recommended we look at building an ILOTA best practices. Research required.
* ILOTA will need to put together a telehealth paper.
* ILOTA won awards at AOTA for “thinking outside the box”
* Recognition for Lisa, Nancy, Robin, Rachel.
* Terry Brittell OTA/OT Partnership Award\*Awarded to: Joy Hammel, PhD, OTR/L, FAOTA, Robin Jones, MPA, COTA/L, ROH for their work on the Moving out of the Nursing Home projectAOTF Academy of Research Award\*Awarded to:Joy Hammel, PhD, OTR/L, FAOTAFAOTA award\*Awarded to: Lisa Mahaffey M.S. OTR/L Gary Keilhofner Emerging Leader award\*Awarded to:Rachel Dargatz, OTD, OTR/LAOTF Leadership Service Commendation\*Awarded to:Nancy Richman, OTR, FAOTA
 | Peggy Nelson | * Research original dates of ILOTA – when started, when incorporated
* Best practices –potentially the team from the licensure practice act.
* The executive board will review process during June Executive board meeting
 | * By June meeting
* By June Meeting
 |
| **Secretary Report****Archives** | * Secretary -No report
* Archives Update
* New Communique article – Archives Corner
* Still in process of compiling missing items. Specifically communiques
* Starting up periodic Throw Back Thursday for facebook and communique
 | Lisa IfflandAshley Stoffell |  |  |
| **Director of Finance Report****CE:****CE Events** | Review of scholarship funds and possibilities of funding a scholarship. AOTF CommitteeSuggestions for increasing funds – matching,fundraising contests.CE Approval update – turnaround is in 5-7 days. First review is 48 hours. They will streamline the information presented to sponsors on the CE approval process and requirements.Discussion regarding fee reviewCE events OT Month review – over 40 attendees total$2,000 spent on a billboard. $500.00 was sponsored by CRS. Would like to send the documents to AOTA. Lisa met with the accountants regarding investments. We are collecting $0.69 a month in interest monthly. CD investment. Suggested to contributing $20,000 to the initial investment. | Lisa MahaffeyMark Kovic | * Committee to be formed related to a scholarship campaign
* Mark and Katie – will review the documentation posted and provide suggestions to the board.

Lisa needs all budget requests by July 1st. A reminder to go out mid June. | TBD |
| **Conference Update** | * 2014 Conference Update
* Conference Committee Updates
* 16 proposal reviewers, 4 new conference committee members, still seeking a student. Recommendation to have scheduling meetings for any planning.
* 9 workshops
* 32 posters
* 4 research platforms
* 26 workshops.
* 2.5 days is planned
* Educator’s consortium would like to host their meeting in the morning. Thursday morning and unopposed.. They would like to charge to keep a commitment by attendees – Potential topic alternative models of student supervision
* Timeline update
* Vendor registration is open
* Proposal review complete by June
* Schedule completed by mid june
* Brochure out by July.
* Galena has contacted us again.

since AOTA will be here in 2016, we need to look at a smaller venue or partnering with another state. * Additionally we will consider a one-day conference for 2016. ILOTA will need to make up the revenue if we do not have a two day conference in 2016
* Conference bag selection review

Awards – no nominations yet this year. Additional announcements to be sent out.Student award to be added. Susan will send the office the criteria.  | Anne Kiraly-AlvarezSusan Quinn | Conference location survey - 20152016 conference planningJuly 31st – nomination deadline for awards.Jenny – to send out reminders to submit nominations.Susan – send office the student award criteriaJenny to send announcements to OT programs. Jenny to update award page with recent awardees.  |  |
| **Director of Membership Report** |

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| Membership numbers as of 5/12/14 (+3 members from April) |
| **Current Members**

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| **Member Type** | **Count** |
| **OT**  | 235 |
| **OT, 2nd state**  | 7 |
| **OT, retired**  | 3 |
| **OTA**  | 53 |
| **OTA, retired**  | 1 |
| **65+/Retired/Disability OT**  | 2 |
| **STUDENT**  | 156 |
| **Total** | 528 |

 **Non-renewals for members that expired during Feb-April**

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| --- | --- |
| **OT**  | 17 |
| **OTA**  | 7 |
| **Student**  | 4 |
| **Total** | 28 |

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 | Kylene Canham | Need evaluation of who is renewing, who is joining and why they don’t renew. – Jenny to pull data for June meeting. |  |
| **Director of Communication Report****Newsletter:** | * Facebook demo – review of boost and views and likes and posts.
* “ILOTA” Thank You cards to send to contributors
* Board members needed to be interviewed for “Meet the Board” column

New columns – archives and Coordinators corner.Awards for certificates – hand written note cards – need to get Carrie a supply | Carolyn PorterCarrie Nutter |  |  |
| **Director of Advocacy Report****Reimbursement:****Public Policy:** | * Advocacy Committee would like to add discussion of current legislation as we as collaborative discussion with Nancy Richmond, Reimbursement Committee re:  Potential meeting with HFS to discuss issues associated with OT coverage/reimbursement
* Legislative update

Telehealth bill – an evolving bill. It is an evolving amendment to the insurance code. We cannot make a case on rehabilitation The next step is to work with senator Harment and Fienholtz during the summer. Talk to some of the other groups(PT and Speech) to present together. AOTA Representative update – updates to job descriptions. Discussion regarding entry level OTD requirement by 2025AOTA Legislative page has updates.Responses to school based therapists and productivity standards. Potential work to contact school system practitioners (program coordinators, directors etc) and the issues they are having in the state. Request for current issues submitted to the board.Robin – Telehealth bill is dead. There has been a subsequent bill that is part of an insurance bill. One of which is the telehealth coverage for insurance. The most recent legislation was scheduled to go into committee within the last week. There is not definition of telehealth in their bill. Services covered would be left up to the provider (ie BCBS). How can they make sure that OT is reimbursable telehealth activity. Rules and regulations for Medicaid do not specifically list OT for telehealth. There has been an amendment to include psychiatry. SB 647 the amendment is scheduled for committee on Tuesday. The bill has two purposes. Health maintenance organizations and the insurance code. The link between the insurance code and how the organizations work together. It is very lose. Nothing explicit about the providers. If the bill passes the house it will need to go back to the senate. Maureen suspects that the bill is as close as they will get to an outline to telehealth. SB 647 is the only current telehealth bill.Monika – only 9 states cover rehab in telehealth. Only one state KY, covers telehealth in home health. Cross state licensing and boundries would need to be addressed.Robin is working with Alex to make sure they can get resources together for people to link to their senator from our site. On the AOTA site they sent out a list of legislation. Then you could click from the notice right to the proper resources. A proposal would be developed.Maureen SB 2187 – Professional Counselors prescribing. An amendment was filed yesterday. More training, more supervised training by a physician, some access issues may be helped. It has to go back for a 3rd amendment it will then go back to the senate and then on to the Govenor. Maureen will send the Office a current list of bills.Monika requested that once we go to back to session do we want to contact our members about contacting their senator’s. Telehelath bill and that there is more to come. That there are bigger implications. 1115 Waiver – Goes to the Governor’s office of health information and technology service. It has not gotten to the feds. They wanted to send to feds by March. Work groups have been set up with in different areas of the waiver. Implementation workgroups. Nancy – Rules update. Positive feedback. The next step is to present the rules by IDFPR as their bill. They have to write them based on our recommendation, present them back to the board, then once legal signs off, they will get to the governor. It could be a year before changes are made. Old rules and new act. They should have an understanding of the new rules. One concern identified was related to inactive licensees for more than 5 years. They needed a didactic course and hours of supervision – then a provisional license. However, programs need to be built.Give the universities a place to develop a re-entry course. IDFPR said that they would not issue a provisional license. However, a certain hours to have supervision to self-monitor or by the employer. Likely not a huge problem. Two 45 minute reporting periods. This is where the idea of best practices came up.  | Robin JonesMaureen Mulhall |  |  |
| **Office** | * OT Month event review
 | Jennifer Dang |  |  |
| **Meeting adjourned 12:35pm** |  |  |  |  |