



Your Profession is Our Business

QUARTERLY BOARD REPORT

ILOTA Quarterly Report

Month/Year: May 2019

Board Position: President

CURRENT COMMITTEE MEMBERS AND THEIR ROLES:

- James Hill OTR/L** - *President*
- Tracy Repmann** - *Executive Director*
- Open Position** - *Bylaws*
- Carla Wilhite** - *AOTA RA Representative*

MEETINGS:

Date	Meeting Description
3/4/2019	Student Conclave Planning
3/6/2019	Conference Planning
3/16/2019	Executive Board Meeting
4/2/2019	ASAP Meeting with State Presidents prior to AOTA Conference
4/3/2019	ASAP Meeting with State Presidents prior to AOTA Conference
4/10/2019	Conference Planning
4/13/2019	Executive Board Meeting

4/23/2019	Director of Communications
4/24/2019	LMS Orientation
Weekly	Meeting with Executive Director

UPDATES:

- ILOTA hosted a Student Conclave at Shirley Ryan AbilityLab with more than 100 students attending. Feedback from participants was positive.
- ASAP meetings focused on collaboration between AOTA and states related to advocacy, membership development, and strategic planning.
- ILOTA Executive Board initiated process to update our Strategic Plan based on changes being made in the AOTA strategic planning process, and establish a yearly process of reviewing and revising the plan.
- ILOTA purchased a Learning Management System (LMS) and will be working to integrate this with our website and develop on-line Continued Education options.
- ILOTA, under the leadership of our Director of Communications, will be considering options to reorganize the ways we interact with our members, including our quarterly newsletter The Communique, developing a blog, and coordinating this with our use of social media.

Strategic Plan Item	Project Title	Progress Update	Anticipated Fiscal Implications
1.1, 1.3	LMS	Purchased and in the process of developing LMS	\$3000/yr
3.2	Advocacy	Updating Strategic Plan to support advocacy efforts	0
2.1	Communication	Coordination and expansion of communication platforms	0
2.13	Conclave	Completed 2nd Student Conclave	0

Bylaws: Position Vacant

Representative Assembly: Nothing to report

Respectfully submitted,
James Hill OTR/L, President

Board Position: Secretary

CURRENT COMMITTEE MEMBERS AND THEIR ROLES:

Beverly Menninger - *Secretary*

Kathy Preissner and Ashley Stoffel - *Archives*

Minetta Wallingford - *Recruitment*

Veronica Ford - *Nominations Chair*

MEETINGS:

Date	Meeting Description
3/6/2019	Conference Planning
3/16/2019	Executive Board Meeting
4/10/2019	Conference Planning
4/13/2019	Executive Board Meeting

UPDATES:

Strategic Plan Item	Project Title	Progress Update	Anticipated Fiscal Implications
Focus Area 1	Conference Vendors	Email communication with committee 3/27,3/30, 4/1, 4/20, 4/23 with draft letters to send out. Currently have 2 vendors for conference.	

Archives: No updates at this time.

Recruitment Coordinator: No updates at this time.

Nominations Chair: No update at this time. Last position filled November 2018.

Respectfully submitted,
Beverly Menninger, MA, OTR/L, Secretary

Board Position: Director of Finance

CURRENT COMMITTEE MEMBERS AND THEIR ROLES:

Janet Adcox OTR/L - *Director of Finance*

Moira Bushell - *Director of Finance Elect*

Kari Teske and Elizabeth Kohler-Rausch - *CE Approval Chairperson*

Veronica Ford - *CE Coordinator*

Abi Swidergal - *Conference Chairs*

MEETINGS:

Date	Meeting Description
	Multiple emails re: continuing education courses including modalities, EI and kinesiotape
	Multiple calls and meetings re: student conclave
04/28/19	Phone conversation with AOTF re: scholarship fund and awards

UPDATES:

Strategic Plan Item	Project Title	Progress Update	Anticipated Fiscal Implications
Focus Area 1	Continuing Education Opportunities Planned	May 18: EI June 8-9: Modalities Looking for a downstate location for an August Modality workshop Leadership workshop being planned	
Focus Area 1	Future CE	Kinesiotape 3 course: ? reschedule All others on hold until after conference, additional CE issues to be determined	
2.10	Scholarship	Two awards to be given this year, about \$700 each. OTA and OT students. Anticipate notification late summer, back to normal schedule next year.	
2.13	Student	Successfully held.	

	Conclave	AOTA Student Conclave in Chicago this fall--need to plan for 2020 ILOTA conclave.	
Focus Area 1	CE Approval	5 courses have been approved since February.	

Financial Update:

Bank Balance: \$53,521.10

- Balance is a bit lower than year's past due to conference changes. 3 deposits for \$10,500 have already been paid for 2019 Conference which are different than past years
- Rent for our office space, has increased nominally.
- Through 2 quarters, we were at 52% of budgeted income, and 64% of budgeted expenses. Higher percentage of expenses is due to the upfront costs for Conference 2019, that were budgeted for in 2019, but much of the income for Conference 2019 will be in the budget for 2020 due to fiscal year.

CE Approval:

CE Coordinator:

Conference Committee:

Respectfully submitted,

Janet Adcox OTR/L - Director of Finance

Moira P Bushell OTD, MEd, OTR/L - Director of Finance - Elect

Board Position: Director of Membership

CURRENT COMMITTEE MEMBERS AND THEIR ROLES:

Jacob Garrison - *Director of Membership*

Nadia Marasti - *Professional Development Coordinator*

Anne Kiraly-Alvarez - *Networking Coordinator*

MEETINGS:

Date	Meeting Description
3/9/2019	Student Conclave
3/12/2019	Emerging Leaders Conference Call
3/16/2019	ILOTA executive board meeting

4/5/2019	State Regulatory Reform meeting at AOTA
4/13/2019	ILOTA executive board meeting
4/30/2019	Emerging Leaders Conference Call

UPDATES:

Strategic Plan Item	Project Title	Progress Update	Anticipated Fiscal Implications
2.11	A Call to Members	To be initiated in May.	\$0
Focus Area 2	A Call to State Board OT associations	Contacted the State of Indiana	\$0

Special Interest Sections/Committees - Update:

SUMMARY OF QUARTERLY KEY FACTORS COMPLETED:

- Potential renaming or restructuring:
 - Anne worked with Jim and Tracy to develop a survey, which was distributed to all ILOTA members. There were a total of 124 respondents. Please see attached for the summary of

results. Open-ended responses have also been compiled and will be shared at the upcoming board meeting and with the SIS Chairs and Liaisons.

- Student Co-Liaisons and Student Committee:
 - Anne received and reviewed applications for student co-liaison positions. Maria Roldan and Baylee Skelton have been selected to serve as co-liaisons, and will take over in October after the ILOTA Conference, and will 'train' during this transition period with the current Co-Liaisons, Erin Bradley and Morgan Stasell. An additional 11-12 students were identified to serve as members of the student committee, representing various OT and OTA programs from across the state!

- 2019 ILOTA Conference SIS Roundtables:
 - Some SIS Chairs and Liaisons submitted proposals to facilitate a roundtable at conference this fall. Anne will be working with Abi to coordinate the roundtables and find additional facilitators.

RECOMMENDATIONS FOR BOARD ACTION/ FISCAL IMPLICATIONS:

- None

Professional Development Coordinator: No update.

Networking Coordinator: Update Above

Respectfully submitted,

Jacob Garrison, Director of Membership

Board Position: Director of Advocacy

CURRENT COMMITTEE MEMBERS AND THEIR ROLES:

Michelle Sheperd - *Director of Advocacy*

Reimbursement Coordinator - *Nancy Richman*

Public Policy Coordinator - *Marit Watson*

MEETINGS:

Date	Meeting Description
4/28/19	Meeting with ILOTA PAC to identify involvement with ILOTA and methods to involve members in reaching out to legislators. Revision was made to bylaws to ensure involvement between both ILOTA and ILOTA PAC
3/2019	Met with PT, OT, and SLP Advocacy re: DT bill to increase DT payment, but not increase in payment for OT, PT, SLP - bill did not go through in the legislature.
5/6/19	Hearing with Human Services Appropriation scheduled for May 9, 2019 re: DT increase in payment. Submission for membership to submit Witness Slip to reach out to representatives.

UPDATES:

None to report this quarter.

Respectfully submitted,
Michelle Sheperd - Director of Advocacy

Board Position: Director of Communications

CURRENT COMMITTEE MEMBERS AND THEIR ROLES:

Director of Communication - *Lauren Henderson*

Newsletter Coordinator - *Marlene Vogt*

Blog Coordinator - *Stephanie McCammon*

Website Coordinator - *Justin Hunter*

Social Media Committee -

MEETINGS:

Date	Meeting Description
4/23/2019	Communications Meeting with Jim Hill to discuss new blog-style platform to communicate with OT students and practitioners. Currently in the process of finalizing timeline and assigning roles/responsibilities to blog contributors.

UPDATES:

Strategic Plan Item	Project Title	Progress Update	Anticipated Fiscal Implications
5.3	Blog / Communique	New blog-style platform to be rolled out in coming months to share news with OT students and practitioners on a more frequent basis.	\$0

Respectfully submitted,
Lauren Henderson, MS, OTR/L, Director of Communications
