

MEOTA Board Meeting



Minutes

DATE: March 13th, 2019

Location: Mercy Foreriver Hospital, 2nd floor **MEDICAL OFFICE BUILDING**, Portland, ME

Meeting

Wed, Mar 13, 2019 600 PM - 800 PM EDT

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	EST Time.	Responsible Party
1. Welcome & Roll Call <u>President</u> - Jessica Bolduc P <u>Vice President</u> - Kim Davis P* <u>Secretary</u> - Melissa Plourde P* <u>Treasurer</u> -Christina Cole P* <u>Regional Representatives</u> Central Maine- Kelly Cowan P* Northern Maine- Danielle Stairs A Southern Maine- Tim Reidman A <u>Student Representatives</u> Husson- Kylee Carter P* , Shannon Avery A KVCC- Mackenzi Masselli A UNE- Katherine Frost P USM- Lisa Lagare P , Caitie Kelly AP* <u>Committee Chairs</u> Bylaws, Policies and Procedures chair- Kim Davis P* Continuing Education chair- Christina Dickinson P* Legislative Chair- Sharon Hartl P* Committee: Jillian O'Brien A , Ryan Gallant A Membership- Tim Cyr P* Public Relations- Britteny Poulin P* , Nichole Clark A Nominations and Recognition – VACANT <u>Special Interest Sections</u> Children and Youth- Tracey Falla P* & Denise Condon A Driving and Community mobility – Heather Shields A Wellbeing for the older adult- Anna Guest P* , Leah Kramer A Acute Care- open Mental Health - open	5mins	Jessica <u>Quorum is 5 of 9</u>

RA Rep- Jane Erickson P* Other: Amie Marzen P*		
2. Approved Minutes Motion to approve the minutes for Feb 2019 First: Christina Cole Seconded: Katherine Frost Motion to approve the minutes for Retreat 2019- deferred	3-5 mins	Melissa Submitted for website
3. Question or Discussion of Reports- see attached below a. VP/Bylaws- MeOTA Minute b. Public Relations- Volunteer Events • Anna Guest- will e-mail Brittney and Nicole c. Regional Reps- new g-mail accounts, new regions defined d. Student Rep- OT month activities; PWH e. SIS reps- meetings and trainings; committees of interest	5 mins	Jessica
4. Review of Mission • Read by Tracey Falla	3 mins	Jessica
5. Old Business a. Appointments 2019 -Still have openings for the following: Nomination and Recognition SIS Chair SIS Acute Care chair SIS Mental health chair Any committees can be formed based on interest -Students could hold positions; excluding chair positions b. Awards and Scholarships open on the web, available through March 22 • One submission c. Spring Conference Planning Underway • Session planning done, brochure published • Web registration up shortly • Still need vendors • Planning ongoing with USM • Items for gift basket for raffle • Discussion regarding Membership table • Jessica will look into the cost of making banners • We have MeOTA products for conference d. Plan for a MeOTA Minute End of March - Kim Davis volunteers to complete the first MeOTA Minute! Thank You! • Suggestions welcomed • Deadline for submissions 3/25/2019 to Kim D. e. MeOTA Retreat March 2 nd NERH 8am-1pm for Board • Jessica will mail out minutes in the next couple of days	10 mins	Jessica

<ul style="list-style-type: none"> ● 4 hours and completed a lot of ideas; strategic plan, membership drive etc. <p>f. Ongoing planning for Hill Day April 10th, 2019- STATE HOUSE</p> <ul style="list-style-type: none"> ● Preliminary conference call completed ● Put out a call for volunteers today (15 max) ● Sharon will work on food planning, to be ordered ● Jessica ordered pens and new business cards to share ● Photocopy handouts to be done ● Work with volunteers to send clear/consistent message about OT 		
<p>6. New Business</p> <p>a. CPA service approved: Integrated Tax Service(\$250-350) forms to be sent to CPA shortly for tax filing</p> <p>b. Guest Speaker Bob Howe lobbyist, give us the updates and available for Q&A</p> <ul style="list-style-type: none"> -new weekly updates online, check the website - rate increase for PT/OT for Medicaid @ 70% of Medicare - tabled the bill pending DHHS research, new bills introduced for review process, - utilization review of DHHS rate would be helpful, as it was for speech - MeOTA had 2 weeks to put out a testimony letter and two members supported this – thank you! - Letter was read at hearing by Jillian O’Brien - State licensing has not responded to MeOTA regarding the initiated licensing bill. Sharon will call the state licensing board. - New Bill- formalized process for medicare rate increase reimbursement request - LD- 1288 - Suggestions for Hill Day- education on what OT is, specific to diverse contexts we work in, “one pagers”- AOTA handout, flyer handed to house and senate that morning (coffee/pastries) <p>c. Jane Erickson RA- motions on the floor for AOTA RA</p> <ul style="list-style-type: none"> - ACOTE mandate- ad hoc and task force charged to explore issues. They formulated 11 questions which they are meeting to discuss bimonthly - Vote early April - Motion 1- entry level choice for accreditation - Motion 2- recommended versus mandated language - Motion 2- expand practice - Discussion on personal belief on entry-level doctorate - Jane will create a summary for the MeOTA page and for the MeOTA Minute 	<p>2 mins</p> <p>30mins</p>	<p>Board</p>
<p>7. Final Items</p> <p>a. actions to be taken</p>	<p>5 mins</p>	<p>See above column for actions items</p>

b. next meeting date/location c. close meeting 8:13		April 17th 6-8pm Mercy Hospital MOB 2nd floor Next Reports due: President, Treasurer, Membership, Legislation, Continuing Education
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Submitted by:

Role call:

P for present; * for those joining by phone

A for absent, EX for excused

USM visit: Oct 4 2018

UNE visit: April 5 2018

KVCC mtg: March 23 2018

Husson mtg: N/A



March 2018 MONTHLY STATUS REPORT

To: MeOTA

From: Kim Davis

Subject: Vice President; Bylaws, Policies, Procedures

ACTIVITIES COMPLETED IN THE PAST MONTH		
Completed Deliverables: None		
ACTIVITIES IN PROCESS	NEXT ACTION	DUE DATE
Following the discussions from the retreat for any policy or procedures that will need to be updated	<input type="checkbox"/> Review minutes when available	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ACTIVITIES TO BE STARTED WITHIN THE NEXT MONTH		
<input type="checkbox"/> Continue to monitor need for changes		
<input type="checkbox"/> Write the MEOTA Minute for April/May publishing		
LONG TERM PROJECTS		
<input type="checkbox"/> Review and Revise Bylaws, Policies, Procedures as needed		
ISSUES FOR IMMEDIATE ATTENTION		
<input type="checkbox"/> None		



March 2018 MONTHLY STATUS REPORT

To: MeOTA

From: Kylee Carter and Shannon Avery

Subject: Husson University Student Representatives

ACTIVITIES COMPLETED IN THE PAST MONTH

Completed Deliverables:

- Passed along information regarding dates and times for Spring Conference and encouraged student participation.
- Reminded students of membership fees for MEOTA and the opportunity for scholarships that come along with that.

ACTIVITIES IN PROCESS	NEXT ACTION	DUE DATE
Offering financial support for students who plan to attend OT conferences. Several have indicated plans to attend AOTA.	Remind that we can offer scholarships for the MEOTA conference.	March 26

ACTIVITIES TO BE STARTED WITHIN THE NEXT MONTH

Plan and participate in a free activity on campus for student during OT month. Beneficial (fun) for students and increase their awareness of OT.

LONG TERM PROJECTS

N/A

ISSUES FOR IMMEDIATE ATTENTION

N/A



March 2019 MONTHLY STATUS REPORT

To: MeOTA

From: Anna Guest, Leah Kramer

Subject: Well-Being for Older Adults SIS

ACTIVITIES COMPLETED IN THE PAST MONTH

- Meeting of co-chairs for spring SIS event planning
- Topic Chosen: Assessments used with older adults. Panel and/or presenter with discussion to follow.

ACTIVITIES IN PROCESS	NEXT ACTION	DUE DATE
➤ Preliminary preparations for spring SIS meeting	➤ Reaching out to potential speakers/panel participants	➤ March 2019
➤	➤ Secure venue	➤ March 2019
	➤ Find out class schedule via student reps	➤ March 2019

ACTIVITIES TO BE STARTED WITHIN THE NEXT MONTH

- Begin planning summer 2019 event – Webinar
- Secure speakers/panel for upcoming event

LONG TERM PROJECTS

- Aim to engage increasing numbers of attendees at events.

ISSUES FOR IMMEDIATE ATTENTION

- N/A



March 2019 MONTHLY STATUS REPORT

To: MeOTA

From: Tim Reidman

Subject: Southern Maine Regional Representative

ACTIVITIES COMPLETED IN THE PAST MONTH		
Completed Deliverables: 1. Sent out email blast to Southern Maine constituents to update legislation/lobbyist and reimbursement information discussed at MeOTA retreat.		
ACTIVITIES IN PROCESS	NEXT ACTION	DUE DATE
<input type="checkbox"/> Reaching out to Southern Maine OT's for inclusion on the proposed clinical corner on the MeOTA website.	<input type="checkbox"/> Solidifying clinical corner	<input type="checkbox"/> ASAP
<input type="checkbox"/> Preparing to send out survey	<input type="checkbox"/> Send out survey	<input type="checkbox"/> ASAP
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ACTIVITIES TO BE STARTED WITHIN THE NEXT MONTH		
<input type="checkbox"/> Begin to gather feedback on the feasibility of a MeOTA discussion board for Southern Maine?		
LONG TERM PROJECTS		
<input type="checkbox"/> Plan a date to possibly facetime/skype/email chat with other MeOTA regional Reps. To check in.		
ISSUES FOR IMMEDIATE ATTENTION		
<input type="checkbox"/> N/A		



March 2018 MONTHLY STATUS REPORT

To: MeOTA

From: Brittney and Nichole

Subject: PR

ACTIVITIES COMPLETED IN THE PAST MONTH

Completed Deliverables: PWH

ACTIVITIES IN PROCESS

NEXT ACTION

DUE DATE

PWH

Book may date

End of March

Habitat

Jess to contact

TBD

Special Surfers

Notify members

May

ACTIVITIES TO BE STARTED WITHIN THE NEXT MONTH

LONG TERM PROJECTS

Habitat, Adaptive Sports, contact LLBean for backpack Awareness, Senior game

ISSUES FOR IMMEDIATE ATTENTION



MARCH STATUS REPORT

To: MeOTA Executive Board
 From: USM Student Representatives
 Caitie Kelly and Lisa Legare
 Subject: March Status Report

ACTIVITIES COMPLETED IN THE PAST MONTH
Completed Deliverables: <ul style="list-style-type: none"> ➤ Volunteer with MeOTA at Partners for World Health (December 2018) ➤ Transition for USM student representatives (January 2019) ➤ Discuss with Tammy Bickmore and Jodi Redmun regarding needs and responsibilities for upcoming spring conference. (February 2019) ➤ Attended MeOTA retreat (March 2019)

ACTIVITIES IN PROCESS	NEXT ACTION	DUE DATE
<ul style="list-style-type: none"> ➤ Determine spring conference responsibilities ➤ Volunteer with MeOTA at Partners for World Health 	<ul style="list-style-type: none"> ➤ Discuss potential for photo booth to capture "I am Meota" pictures and captions 	<ul style="list-style-type: none"> ➤ April 10th (if voted yes)

ACTIVITIES TO BE STARTED WITHIN THE NEXT MONTH
<ul style="list-style-type: none"> ➤ "I am MeOTA" booth ➤

LONG TERM PROJECTS
<ul style="list-style-type: none"> ➤

ISSUES FOR IMMEDIATE ATTENTION
<ul style="list-style-type: none"> ➤ n/a



March 2019 MONTHLY STATUS REPORT

To: MeOTA

From: Kelly Pruett, OTR/L

Subject: Central Rep

ACTIVITIES COMPLETED IN THE PAST MONTH		
<ul style="list-style-type: none"> • Completed Deliverables: • Attended retreat and discussed re-organization regional reps • Created central rep GMAIL email account for communication 		
ACTIVITIES IN PROCESS	NEXT ACTION	DUE DATE
• Email to all central ME MOTA members	• send group email	• x1 week (3/20/19)
• Survey Monkey to be sent in email to gather member feedback information	• send group email, gather survey results	• x1 week (3/20/19)
• Spring Conference Reg Rep Meeting/ Round Table	• prepare discussion/ meet and greet/ hand out for conference	• 4/27/19
ACTIVITIES TO BE STARTED WITHIN THE NEXT MONTH		
<ul style="list-style-type: none"> • Email communication with gmail account with central maine members • Spring conference meeting plan, attend conference • Create/ initiate formal reg rep role duties 		
LONG TERM PROJECTS		
<ul style="list-style-type: none"> • On- going communication with southern/ northern reg reps • Meet up social/ educational within central region members • Formal reg rep duties outlined 		
ISSUES FOR IMMEDIATE ATTENTION		
<ul style="list-style-type: none"> • None at this time 		

Monthly STATUS REPORT

To: Meota exec board

From: Tracey Falla

Subject: Children and
Youth SIS Report

ACTIVITIES COMPLETED IN THE PAST MONTH

Completed Deliverables:

- Jan 14 meeting at UNE with guest speaker on vision and ~25 in attendance

ACTIVITIES IN PROCESS NEXT ACTION DUE DATE

- Meeting March 27th with PT peds group
- FB closed group with job openings, discussion of hot topics, announcements and surveys as some of the postings

ACTIVITIES TO BE STARTED WITHIN THE NEXT MONTH

- Plan a May meeting

LONG TERM PROJECTS

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ISSUES FOR IMMEDIATE ATTENTION

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