



Minutes of the SEATA Executive Board Meeting

Conference Call

October 15, 2017 (7:00 pm CST / 8:00 pm EST)



Roll Call

Official Minutes

	District Director	Marisa Brunett, LAT, ATC	X	President	Gerard White, LAT, ATC	X	Vice President	Jeff Hopp, LAT, ATC
X	Treasurer	Tim McLane, LAT, ATC	X	Secretary	Donna Wesley, LAT, ATC			
X	Alabama President	Chris King, LAT, ATC	X	Florida President	Pattie Tripp (ATAF VP) for Erik Nason, LAT, ATC	T	Georgia President	Paul Higgs, LAT, ATC
	Kentucky President	Scott Helton, LAT, ATC	X	Louisiana President	Scott Arceneaux, LAT, ATC	X	Mississippi President	Jeff Bryant, LAT, ATC
T	Tennessee President	Scott Byrd, LAT, ATC					Parliamentarian	Chuck Kimmel, LAT, ATC

Meeting called to order with quorum (4 State Presidents) at: 7:05 PM; TN joined at 7:12/7:30; 7:54; GA joined at 7:46 PM

X = Present

SR = State Rep. present

AGENDA ITEM	DISCUSSION	RECOMMENDATIONS / ACTIONS
1. Call to Order (Roll Call)		
a) State Representative(s)		Pattie Tripp ATC, LAT (ATAF VP) will represent FL President Nason
b) Invited Guests / Members Present		
2. Review of Previous Discussion(s)		
a) EB Online Motion(s)	1. Withdrawal of Bylaw 2.2.4 Amendment approved in June. 2. Change to 2017 SEATA Election Timeline. 3. New Bylaw Amendment to Bylaw 2.2.4	1. Motion from Scott Helton (KY) to withdraw the Amendment to Bylaw 2.2.4, seconded by Jeff Hopp (VP). Vote: 7-0-0. Amendment withdrawn. 2. Motion from the Elections Committee to change the SEATA Selections Timeline due to the Hurricane Irma. Vote: 7-0-0. Adjusted elections timeline approved. 3. Motion from AL to approve the Amendment to Bylaw 2.2.4, second from TN. Vote: 6-0-1 (KY)
a) Consent Agenda	1. EB Meeting Minutes – <ul style="list-style-type: none"> a. June 27, 2017 b. August 20, 2017 2. Committee Appointments <ul style="list-style-type: none"> a. EDAC – Janet Craft (GA) b. ATEC Co-Chair: Danielle Platt (AL) c. YPC - Kerri White Dobo (GA) d. Res & Ed: <ul style="list-style-type: none"> i. Amanda Tritsch (FL) ii. Kasinda Bussell (GA) 	MOTION (AL/JH): To approve the Consent Agenda with correction of name as noted. 4-0-0-3 (GA, KY, TN).



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2. Officer's Reports		
a) Director Brunett	Unable to join the Meeting due to work conflict. Congratulations to NATA President-elect Tory Lindly (D4).	
b) President White	<ol style="list-style-type: none"> 1. In the process of updating the Committee Pages on website. 2. Will have CC with ATSS Committee members to discuss possible changes in ATSS format (3 Tracks to 2 Tracks) 3. Sent out a poll to ATSS Faculty with regards to symposium schedule and location for 2020. 4. Looking at Corporate Partner Plan to include advertising on SEATA mobile app at ATSS/CSMM. 	ACTION: President White will schedule an ATSS Conference Call at the end of October to examine changes for future meetings with the degree change and present results of polling with ATEP Directors.
c) Vice President Hopp	1. Sandra is working on meeting space for 2020 ATSS & CSMM.	ACTION: VP Hopp and Karen Lew will continue to examine other hotel options for future meeting (2020 +).
d) Secretary Wesley	<ol style="list-style-type: none"> 1. Membership Renewal – 2018 dues cycle opened Oct. 1 2. 2018 NATA Publication Schedule 3. SEATA Newsletter will go out Monday 4. ATSS Registration will open Monday morning 5. SEATA App for State Meeting Use 6. Elections Update <ol style="list-style-type: none"> a) SEATA Election b) ATAF Election c) ALATA Election 	<p>1. ACTION: Please have State Secretaries report all state activities/notification reminders to Secretary Wesley so NATA can track District/State renewals.</p> <p>2. ACTION: Secretary Wesley will email state presidents and secretaries the updated NATA Publication Schedule for 2018.</p> <p>5. ACTION: If states are planning to utilize APP for 2018 meeting, please send Secretary Wesley the dates of meeting, location, and specific hex# or Pantone # in state logos, as well as a PNG file of the state logo that is 640x200px.</p>
e) Treasurer McLane	<ol style="list-style-type: none"> 1. ACTION: Treasurer McLane will continue to work on reimbursing for CSMM t-shirts that were not delivered at the meeting. 2. ACTION: President White and Treasurer McLane will work on a document to educate the members on what SEATA does for them and where our expenses are utilized. 3. Update on SEATA's ability to donate to Disaster Relief Fundraisers for members? 4. USF reimbursement for travel to NATA Quiz Bowl 5. EDAC Scholarship in memory of Arnold Bell – requesting funds 	<p>38 checks for t-shirts were mailed out a few weeks ago.</p> <p>ACTION: President White will email Treasurer McLane on t-shirt refund issue.</p> <p>ACTION: President White and Treasure McLane will continue to work on the benefits document for membership to show value of membership.</p> <p>ACTION: Treasure McLane will contact accountant/legal to determine the ability of SEATA to contribute to members vs. an organization in disaster relief efforts.</p> <p>ACTION: Treasurer McLane will contact USF about check not being deposited.</p> <p>ACTION: Within 2 weeks Treasurer McLane should have accounts conversion to online version and then investigate transition to online checking vs handwritten checks.</p>
1. Support Group Reports		
a) Standing Support Groups		



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i. SEATA CUATC	Updated on DISCUSSION: ICSM Chair is looking at their applicants and that they will be submitted to Director Brunett.	Moved to next agenda.
ii. Quiz Bowl Workgroup	<p>The committee is requesting to purchase a laptop computer to run the Quiz Bowl event at ATSS. Historically, we have borrowed a Mac computer and they had to do a conversion for the mac to work with the quiz bowl software. Their concern is that the updated version of the quiz bowl software will not work on the Mac?? The committee is requesting to purchase:</p> <p><u>HP - HP Envy x360 2-in-1 15.6" Touch-Screen Laptop - Intel Core i7 - 16GB Memory - 1TB Hard Drive – Silver (\$749.99)</u></p> <p>Quiz Bowl will be responsible for storage and transportation to the event. (Shawn Felton or Matt Sabin)</p>	<p>Moved until there is a Quorum</p> <p>MOTION: (JH/FL): To approve funding up to \$800 for a laptop computer for the Quiz Bowl team. (6-0-0-1) KY</p>
b) Ad hoc / Taskforce(s)		
i. Legislative Grant Taskforce	Update on MOTION: Created a group to develop criteria to fund the SEATA Discretionary/Emergency Legislative Grant. (Treasurer McLane, Chris King (AL), Scott Byrd (TN) named to the work group.)	ACTION: President White will follow-up on EB meeting
2. Old Business		
a) SEATA Strategic Plan Meeting	<p>Update on Vice President Hopp will work with Brady, Michelle, and Mandy to schedule around main educations to determine the best times and space availability. Pending program agenda:</p> <ul style="list-style-type: none"> • Wednesday March 7th PM – SWAG Meeting • Saturday, March 10 – 1 pm Executive Board Meeting? 	
b) Sharing of CEU Opportunities (White)	Update on ACTION: SEATA Officers will develop a policy to present to the Board. This item is still in progress. No new information to report at this time.	ACTION: President White will continue to work on this policy.
c) Innovative CEU request from Ed Kravitz for GoToMeeting	<p>Update on ACTION: Secretary Wesley will get info to Brady, Michelle, and Elizabeth about the possibility of an outside entity hosting our recorded sessions. Will work to schedule a GoToMeeting with Ed Kravitz and report back to the Board at a later date.</p> <p>As a Non-Exclusive, software for service on-line hosting platform, the Innovative CEUs, LLC (ICEU) custom learning management system (LMS) can host any on-line course for any organization by converting any live course to an approved on-line course. ** All ICEU on-line hosting partners can build all their on-line courses for FREE on the ICEU site.</p>	ACTION: President White and Secretary Wesley will pursue having a conference call to discuss cost and potential conflict with CSMM vs. benefit for members.



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	<p>ICEU on-line hosting platform now supports off site lessons as part of an on-line course, as well as internal training courses. Here is our development site http://front-iceu.com/ to show you what 12 major course categories would look like on our site.</p> <p>Please visit our live site http://innovativeceus.com/ to see all courses we host on-line now.</p>	
<p>d) ATCares Training at District meeting and possible funding for State Representatives</p>	<p>Update on ACTION: Vice President Hopp will continue to work on this with Brady and Michelle and then present to the Board once the information is finalized about the ability to host at the 2018 CSMM</p>	<p>CSMM for 2018 is Thurs. – Sat.; AT Cares is a 2 day (13 hour course); ATEC is set for Friday.</p> <p>Discussion of logistical considerations of room rental/meals if it is scheduled during CSMM our outside of our basic dates.</p> <p>ACTION: President White and VP Hopp will review hotel meeting room space/date availability/ breaks/ AV assistance. Check with R&E on Breakout Sessions.</p>
<p>3. New Business</p>		
<p>a) Sponsoring ATs Cares Workshop participant(s) from each state (Wesley)</p>	<p>DISCUSSION: Possibility of offering a grant to offset expenses for "credentialing" 1-2 members from each state so that we have multiple members available to provide counseling in times of crisis.</p> <ul style="list-style-type: none"> • Registration: ~\$150/person • Travel: ~\$400/person • Per diem: ~\$100/person • Hotel: ~\$300/person 	<p>Tabled for now until we get financial responsibilities finalized with NATA.</p>
<p>b) PRC assisting at CSMM (Wesley)</p>	<p>Report on PR Committee plans for more involvement and assisting with CSMM.</p>	<p>Tabled for now</p>
<p>c) Student Senate (Wesley)</p>	<p>SEATA Student Senate new members and activities planned for ATSS.</p>	<p>President White will contact Steve Patterson for updated membership list.</p>
<p>d) NATA NATM Theme</p>	<p>NATA PR theme for NATM so t-shirts can be designed for ATSS/CSMM.</p>	<p>Director Brunett will work with this so that we can get logo designed as soon as possible to promote.</p>
<p>e) Disaster Relief for PR ATs (White)</p>	<p>DISCUSSION: How can we help our PR members?</p>	<p>ATAF – no members have responded about needing assistance LATA – was collecting gift cards MATA – fortunately no reported assistance needed</p>
<p>f) Stickers for SSS</p>	<p>DISCUSSION: Helmet decal stickers supporting AT in secondary school with Safe Sport Schools. – Further discussion with Director Brunett send info to LATA and inquiring about SEATA funding</p>	
<p>4. Announcements</p>		
<p>5. Adjournment</p>	<p>Meeting adjourned at:</p>	<p>8:12 PM (TN/AL)</p>