



Minutes of the SEATA Executive Board Meeting

Conference Call

August 20, 2017 (7:00 pm CST / 8:00 pm EST)



Roll Call

Official Minutes

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

Meeting called to order with quorum (4 State Presidents) at: 7:03

X = Present SR = State Rep. present

AGENDA ITEM		DISCUSSION	RECOMMENDATIONS / ACTIONS
1. Call to Order (Roll Call)			
a)	State Representative(s)		Paul Higgs joined 7:06 Scott Byrd joined at 7:10
b)	Invited Guests / Members Present		
2. Review of Previous Discussion(s)			
a)	EB Online Motion(s)	1. SEATA Commitment to Serve Questionnaires (Member and Chair)	1. Motion from AL, with a second from TN to approve SEATA implementing two "Commitment to Serve" questionnaires (Member and Chair) for all SEATA Committee / Support Group's members and chairs. VOTE: 6-0-0-1 (LA) Motion approved.
a)	Consent Agenda	1. EB Meeting Minutes – June 27, 2017 a. Tabled until Sept/Oct Conference Call	ACTION: President White will send out the draft of the minutes for review.
2. Officer's Reports			
a)	Director Brunett	Board Conference call on 8/14/17 3. Presidential election – upcoming webinar Aug. 31 – please encourage members to vote. 4. Kameshia Logan will have NATA do some joint initiatives on representation at national meetings to pertinent organizations and have local ATs available as presenters/exhibitors. 5. PTA Conference – done before Houston and will present again. 6. US Bone and Joint Conference for PCPs	



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	<ol style="list-style-type: none"> 7. Best Practices for AT Documentation was presented and accepted by the Board. 8. ACO and CMO utilization program continues. 9. NATA – CMS rule on custom orthotics that would have removed ATs was removed; NATA will continue to monitor. 10. Honors & Awards nominations are open. 11. Employment Fair Practice Workgroup – developing objectives and support documents for HS outreach recommendations; working with SSATC and COPA. 12. Finance Dept. with NATA will be sending the DST to a lockbox processing for checks that are being mailed to the NATA. Secretary Wesley will 13. Tim Weston helped with National Legislative Conference in Boston and had a great representation with the NATA. 14. NATA Board clarified language so that no sitting committee members are eligible for any award during their service on the committee. 	
b) President White	<ol style="list-style-type: none"> 1. Notified the Quiz Bowl Workgroup Chair of the State Presidents appointed to the Final Jeopardy Peer Review Team 2. Notified PRC Chair of Registration Fee Waiver for Chair/Committee member to serve as SEATA CSMM PR/Photographer. 3. Officer's P&P Manual Review meeting: July 29th. 4. Developed a "Master SEATA Timeline of Events". Ask all Board Members to review and provide corrections/comments by September 1st. 5. Still need to develop a PR communication plan. Will get input from PRC Chair and present to EB for review and approval for P&P Manual. 6. Dropbox – Notify President White if you are having issues accessing SEATA information and specific folders. SEATA Executive Board folder information is not to be shares; please make request to President White if you wish to share specific information with members outside of the SEATA Executive Board. Contact President White with any concerns or issues. 	ACTION: President White will be presenting issues pertaining to Constitution and By-Laws in an upcoming call.
c) Vice President Hopp	<ol style="list-style-type: none"> 1. Sandra is working on meeting space for 2020. Crowne Plaza is being managed by IHG and she suspects that fees may increase significantly. Baton Rouge, Panama City, Atlanta, Jacksonville, or other locations. Vice-President Hopp will look at this further and give his report in the future. 	



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d) Secretary Wesley	1. ACTION: Secretary Wesley will work with Sherrie to add/update this to the website Membership update 2. Membership Update 3. Award candidate eligibility list 4. eBlast will go out Monday or Tuesday – additional items to include are needed tonight 5. Parliamentarian gmail account – add to Leadership page on website?	
e) Treasurer McLane	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.	No Report Given
1. Support Group Reports		
a) Standing Support Groups		
i. SEATA CUATC	Updated on DISCUSSION: ICSM Chair is looking at their applicants and that they will be submitted to Director Brunett.	Director Brunett is working with NATA to compile a complete list of current and upcoming District Committee Vacancies. Once the list is completed, Secretary Wesley will send an eBlast calling for candidates.
ii. Elections Workgroup	Update from Elections Workgroup Chair Jeff Bryant	Candidates that have been nominated have been notified and have until the 24 th to accept and return the materials to verify eligibility for office. ACTION: President White to research material related to “Vote of Confidence” vs a one candidate election.
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.)	Tabled until next call
2. Old Business		
a) SEATA Support Group Candidates	DISCUSSION: Each state president will review the Support Group listing included in agenda for approval.	MOTION (GA/AL): Accept the names submitted (with changes noted) to the SEATA Support Group Appointments list (attached). 6-0-0-1 (LA). - PASSED
b) Term Limit change for Secretary	DISCUSSION: Review the proposal document attached which, once approved, will be attached to the Election Ballot.	MOTION (TN/AL): Accept the proposed language for By-Laws changes on the ballot concerning Secretary term-limits. 6-0-0-1 (LA). PASSED Secretary Wesley sought input from Parliamentarian Kimmel about the impact of this By-Laws change on her eligibility based upon her being initially voted in under existing By-Laws with limit. Parliamentarian Kimmel reviewed By-Laws and President White requested that a thorough review of election history by Elections



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		Committee Chair due to the fact that the previous 2 secretaries had shortened terms and interim appointments.
c) SEATA Strategic Plan Meeting	Pending program agenda: <ul style="list-style-type: none"> Wednesday March 7th PM – SWAG Meeting Saturday, March 10 – 1 pm Executive Board Meeting? 	Vice President Hopp will work with Brady, Michelle, and Mandy to schedule around main educations to determine the best times and space availability.
a) Sharing of CEU Opportunities (White)	<u>Update on ACTION:</u> SEATA Officers will develop a policy to present to the Board	
b)		
2. New Business		
a) Innovative CEU request from Ed Kravitz for GoToMeeting	<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> <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>See letter from GLATA regarding ICEU (separate email)</p>	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.
b) ATCares Training at District meeting and possible funding for State Representatives	Jeff will continue with CSMM regarding housing and meeting space to meet the NATA requirements. Cost on NATA end is set and each District can determine additional fees if applicable.	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.
3. Announcements	Secretary Wesley asks that we keep each other in thoughts and prayers for unspoken requests for personal and professional matters that arise as we are a family on this Board.	
4. Adjournment	Meeting adjourned at:	8:19 PM (KY/TN)