**OHCETA Spring Executive Board Meeting Minutes**

Embassy Suites Hotel-Norman (HOSA SLC)

April 5, 2016

Call to order by Josie Scott at 3:01 pm

Roll Call

* Present at meeting:
	+ - Josie Scott, President
		- Debra Button, President-Elect
		- Angie Siegrist, Treasurer
		- Nancy Harris, Secretary
		- Jennifer Ford, Past President
		- Debbie Walsh, PN Coordinator
		- Sue Kerr, Awards/Scholarship
		- Wren Stratton, PAC/Legislative Board
		- Gina Riggs
		- Lara Skaggs, Program Administrator
	+ Wren called for a flexible agenda
	+ Minutes review and approval
		- Motion made by Wren to accept minutes with a second by Debra. The motion carried.

Treasurer’s Report

* + - March bank statement is $41,059.49
			* Motion made by Debra to move monies in the account with Edward Jones of $3,600.00 into OHCETA General Account; Wren seconded. Motion Passed.

Awards/Recognition Committee

* + - Scholarship selection by sub-committee
			* Josie, Debra, Stephanie, & Sue are working to make our scholarship nomination electronic; it is via mail now.
			* Gina suggested an online application through ACTE
			* Our Memorial Scholarship grants 2 per year historically
			* There was great discussion about offering the scholarship to be used on CEU’s that are not just for CTE.
			* Wren moved to offer the 2 scholarships for this year then to form a committee to develop a plan to expand; Debbie seconded. The motion passed.
				+ Those members are: Wren, Josie, Sue, Jennifer

PAC/Legislation

* + - Discussion on HCE Day at the Capital
			* Develop a lesson to better serve our students rather than watching a bill on the floor being discussed.
		- Discussion on PAC auction basket and ideas on what to fill it with.
			* Motion made by Debbie to issue a check for $100.00 to Wren Stratton to purchase items for said basket; Angie seconded. Motion passed.

General Business

* + - Member at large reports
			* Debbie reports that the PN Director’s Retreat was very successful, there were over 30 in attendance.
				+ They discussed bringing a test writing activity to August Conference.
				+ PN program received their Board Approval from OBN
		- HCE “Day at the Capitol 2016” recap
			* 300 people attended!!!
			* Congressman Forkiller spoke to our group.
			* There was a timing issue with the sessions and scheduling.
			* Overall it was good.

New Business

* + - 2016 Summer Conference discussion
			* Test writing, item writing session would be great
				+ Would love a nationally recognized test writer
			* Surgical Technology has come up with a plan for conference
			* Ideas for conference:
				+ Bring over 2 speakers from Super Session is a great idea
				+ Avish Parashar
				+ Deneen Hernandez about CSI
				+ Bridges out of Poverty by Lindsey Minor
				+ Master Teachers
				+ Simulation labs
				+ Human Trafficking by Mike Snowden
				+ No Boundaries
		- Election of Officers
			* Jennifer to manage slate of openings
			* Officers
				+ Vice President
				+ Secretary
				+ Treasurer
				+ CTAC Representative
			* Members at Large
				+ EMS
				+ Medical Assisting
				+ PN Coordinator
				+ Radiologic Technology
				+ Respiratory Therapy

Closing

* Next meeting will be at August Conference, day and time to be announced
* Angie moved to adjourn at 4:52 pm; Debbie seconded. Motion passed.

Respectfully submitted by Nancy Harris, Secretary