**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