OHCETA Executive Council

Spring Business Meeting at Embassy Suites, Norman, OK

April 10, 2018

Call to order at 4:15 by LaDonna Selvidge

Roll Call of 14 present:

* President: LaDonna Selvidge
* President Elect: Ashley Fitchner
* Past President: Debra Button
* Vice Presdident: Dustin Hicks
* Secretary: Nancy Harris
* Reporter: Tammy Silkwood (correct e-mail is tammy.silkwood@centaltech.edu
* HST/HCC: Amy Warner (please update on OHCETA Exec Council roster, email is amy.warner@francistuttle.edu)
* Dental Lab Asst/Dental Asst: Candace Shoopman
* PN Coordinator: Amanda Churchman
* Resp Therapy: Crystal Cosper (correct e-mail is crystal.cosper@francistuttle.edu)
* Awards Cmte Chair: Shauna Cilberg
* Diversity Action Cmte Rep: Lisa Johnson
* Membership Cmte Rep: Casey Paulk
* HCE Prgram Admin: Lara Morris

Minutes of the Fall OHCETA Business Meeting read and accepted with the correction of:

* Amy Warner is the HST/HCC Member at Large
* Motion made to accept the minutes with a second; the motion carried.

Treasurer’s Report: Angie unavailable, report sent

* $48,434.74 in bank account and everything looks good at this point
* Angie proposed motion: for every $500.00 incr4ement6s of money obtained through fundraising (Silent Auction & 50/50) that $500.00 be awarded to teachers in scholarships. Using this formula; as of this year we collected $1,603.50 (during August Conference) that $1,500.00 be awarded to teachers.

Dustin seconded and motion carried.

**General Business**

Simulation Coordinator’s report:

* Sim Conference is May 22 & 23
* 2 OHCETA executive board may go: LaDonna and Debra
* OHCETA is a sponsor for the breakfast at conference

Member-at-Large Reports:

* Health Clusters/Academies: no report
* HST/HCC: a very successful day at Capitol Day
* Dental: no report
* EMS: no report
* Medical Assist/Health Info: no report
* PN Coordinator: nurses my now apply to get their multi state license
* PN Instruct: no report
* Rad Tech: no report
* Resp Therapy: no report
* Pharm Tech: no report
* Surgical Tech: no report
* PTA/OTA and O&P:
* OKACTE Committee Representative Reports:
* CTAC: no report
* PAC: no dance at August Conference, selling ribbons at conference
* Legislative: 3 main bills in legislature to be watching
	+ HB3220 on certifications
	+ SB1370 on math credit while at tech
	+ HB2882 on CLEET certification
* Awards/Recognition: see the report in New Business
* Diversity Action: March 13 was the last meeting. Plans to “Train the Trainers” had to be placed on hold due to the Teacher Walk-out.
* MBP: no report
* Membership: no report

**Old Business**

Bylaw Changes

Article IV – Voting, item 3

* Method of voting may be by written ballot, verbally (aye/no), or via e-mail.
	+ The change would be to add “technology”
		- We may be able to utilize an App for future voting.
		- On August 1 make the slate and then vote by August 2
	+ Lisa moved to make change, Ashley second and motion carried

The other changes were to clarify language of by-laws, (gratitude to Dustin Hicks for this task)

* Article 4, section 1, item 1: OTAC rep and CTAC rep removed from officer list
* Article 4, section 2, item 2: removed CTAC rep
* Article 4, section 3, item 2: nothing deleted but note to revisit if voting by ballot changes
* Article 4, section 5, item 2, c: grammatical error
* Article 4, section 5, item 2, d: grammatical error
* Article 4, section 5, item 2, e: deleted due to obsolete language (then all letters will move up 1)
* Article 4, section 5, item 2, f: deleted due to obsolete language (then all letters will move up 1)
* Article 4, section 5, item 2, h: correct language is ***Member-at-Large, the Simulation Coordinator/Specialist, will serve a two-year term.\***
* Article 4, section 5, item 2, h: grammatical error
* Article 4, section 5, item 2, “g”: to list the OKACTE Representative Term Lengths
* Article 3, section 6, item 1, b, c, d: correct grammatical errors
* Article 4, section 6, item 2, e, f: deleted due to obsolete wording
* Article 4, section 6, item 3, b: deleted due to obsolete wording
* Article 4, section 6, item 4, c: deleted due to obsolete wording
* Article 4, section 6, item 5, b: deleted “and taxes”
* Article 4, section 6, item 5, c: deleted due to obsolete wording
* Article 4, section 6, item 6, c: grammatical correction
* Article 4, section 6, item 6, d: deleted due to obsolete wording
* Article 4, section 6, item 7: deleted due to obsolete position (then all the item numbers would move up 1)
* Article 4, section 6, item 8, f: deleted due to obsolete position
* Article 4, section 6, item 9: deleted due to obsolete wording (then all the item numbers would move up 1)
* Article 4, section 6, item 11, a,c,e: grammatical corrections
* Article 6, section 1, item 1, a: delete “CTAC Representative”
	+ Amanda moved to accept by-law revisions, Ashley seconded & motion carried.

Mentor Program

 Dustin Hicks led discussion on:

* Member-at-Large job duties
* CTYou is much easier now to get information for OHCETA roles and descriptions
* Encourage our members to access CTYou

HCE Pictorial Directory:

 LaDonna Selvidge led discussion on:

* CTYou has the ability to add individual’s pictures
* There are many ideas on how to do this, and will table this for now.

Day-at-the-Capitol Coordinator

* Should this be a duty of the Legislative Reporter?
* Item tabled for now

Summer Conference

Lara Morris needs input for breakouts

* HOSA mentor program, Alzheimer’s training, maximizing memory, brain games and puzzles, 50 careers in 50 minutes, anger mangagement, aces to paces

Member appreciation gifts

 Lunch box or something nice non-gender with our logo

Awards/Recognition:

All applications are in but not able to judge yet, having trouble with the links and awaiting help with the online portion. The date of online completion has been moved to May.

* Awards committee members: Amanda, Heather, Crystal, Shauna

Scholarships: $2000 available. Last year we gave 4 scholarships for up to $500 each. Great discussion was made on how to improve this award

* Nancy moved to increase the amount to $5,000 and 10 recipients. Debra second and motion carried.

Election for 2018-2019 Positions that will need to be filled at Summer Conference:

* President-Elect
* Vice President
* Secretary
* Treasurer
* M-a-L:
	+ EMS
	+ Med Assist/Health Info
	+ Practical Nursing Coordinator
	+ Radiologic Technology
	+ Respiratory Therapy
	+ Pharmacy

OKACTE Committee Rep:

* CTAC Rep
* MPB Board Representative
* PAC Committee

Adjournment at 6:25 moved by Tammy, seconded Ashley, motion carried

Minutes by Nancy Harris, secretary