**OHCETA**

**Oklahoma Summit 2019 OHCETA Business Meeting Minutes**

**Cox Convention Center- Room 16-18, 2nd floor**

**August 1, 2019**

1. Meeting called to order by President Ashley Fichtner
2. Roll Call performed by Secretary Kebi Allen:

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| **Position Held** | **Name** | **Attendance** |
| **Executive Council** | | |
| President | Ashley Fichtner | Present |
| President Elect | Dustin Hicks | Present |
| Past President | LaDonna Selvidge | Present |
| Vice President | Sharla Lee | Present |
| Secretary | Kebi Allen | Present |
| Treasurer | Angie Seigrist | Present |
| Reporter | Tammy Silkwood | Present |
| Simulation Coordinator/Specialist | Josie Scott | Present |
| **Members at Large** | | |
| HST/HCC | Amy Warner | Not present due to hospitalization |
| Dental Lab Assistant/Dental Assistant | Candace Shoopman | Not Present |
| PN Coordinator | Dolores Cotton | Present |
| Medical Assistant/Health Info | Kelley McConnell | Present |
| Practical Nursing Instructors | Krissy Bohn | Present |
| Respiratory Therapy | Crystal Cosper | Present |
| Pharmacy | Heather Black | Present |
| **Committee Representatives** | | |
| CTAC Rep | Sarah McDaniel | Not Present |
| Awards Cmte Chair | Leslie Quick | Present |
| Diversity Action Cmte Rep | Lisa Johnson | Present |
| Membership Cmte Rep | Liz Baxter | Present |
| Mutual Benevolence | Lisa Dyer | Present |
| PAC | Pamela Updike | Present |

1. Approval of August 2018 Business Meeting minutes (made available on screen prior to start of meeting/handouts available) Motion made to approve minutes made by Curtis Baker; Josie Scott seconds motion. Vote passes.
2. Executive Council Reports:

a.       President – Events at Oklahoma Summit

* Announced events scheduled for Oklahoma Summit conference on 8/1 & 8/2

b.      Vice President Report- Bylaw changes

* Sharla Lee: announced bylaw changes:
  + Treasurer will utilize electronic payment method for 50/50 drawing
  + All voting will occur electronically. Past President will facilitate the e-voting procedure
* Dustin Hicks: provided instructions for e-voting procedure, expect bylaw vote within 3 weeks.

c.       Treasurer’s Report

* Angie Siegrist: Current balance $40,252.53. Discussed silent auction and 50/50 fundraiser. 2018 OHCETA fundraiser very successful. Treasurer will utilize Square app for any purchases, 2.75% fee will be manually added on to all credit card purchases.

d.      Simulation Coordinator Report

* Josie Scott: Simulation expert Kristina Dreyfus providing session regarding debriefing during the 8/2/19 sessions. Encouraged attendance.

1. Members at Large & Committee Representative Reports:

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| --- | --- | --- |
| **Position Held** | **Name** | **Report** |
| HST/HCC | Amy Warner | Not present |
| Dental Lab Assistant/Dental Assistant | Candace Shoopman | Not Present |
| PN Coordinator | Dolores Cotton | Directors/Coordinators planning retreat this fall to discuss medical marijuana implications for CTE. Next-Gen NCLEX also being discussed. Joint meeting with Higher Ed Feb 2020 at Central Tech. |
| Medical Assistant/Health Info | Kelley McConnell | No Report |
| Practical Nursing Instructors | Krissy Bohn | No Report |
| Respiratory Therapy | Crystal Cosper | No Report |
| Pharmacy | Heather Black | Pharm Tech Meeting location changed to Mann room on 8/2/19 at Reed Conf Center |
| **Committee Representatives** | | |
| CTAC Rep | Sarah McDaniel | Not Present |
| Awards Cmte Chair | Leslie Quick | Awards timeline Nov-March, look for emails during that time, Discussed various awards available and criteria, Scholarships timeline April 15-June 15/ Discussed application process |
| Diversity Action Cmte Rep | Lisa Johnson | Working on diversity symposium (2018 first year, very successful) 2019 date is Nov 14 at Francis Tuttle Reno 10am-3pm |
| Membership Cmte Rep | Liz Baxter | No Report |
| Mutual Benevolence | Lisa Dyer | Remind new teachers to enter mutual benevolence fund within 3 yrs of starting with OKCTE, Be aware of Open Enrollment to enroll if not new teacher |
| PAC | Pamela Updike | Pay raise approved for CT Educators, encouraged educators to contribute to PAC |

1. OHCETA Executive Council Elections for 2019-2020

a.       LaDonna Selvidge:

* Will be using electionrunner.com again this year.
* Voting deadline 8/2/19 at 1000
* LaDonna Selvidge announced & introduced candidates for each available officer position, as listed below:
  + Pres-Elect: Amy Warner & JR Polzien
  + VP: Janice Clayton & Pamela Updike
  + Reporter: Paula Estrada
  + Sim Coordinator: Karen Flatt & Sue Kerr. Motion made by JR Polzien to close nominations for Simulation Coordinator, second made by Shelly Hogus. Vote passes.
  + Health Clusters/Academies: Toni McElmor
  + Health Science Tech/HCC: Nancy Harris
  + Dental Lab Asst/Dental Asst: Karyn Stafford
  + PN Instructors: Melissa Peterson
  + Surgical Tech: PTA/OTA/and O & P: Carrie Stock nominated Jeanne Gallien Gorman for the position
  + CTAC: Stormie Roberson
  + OKACTE – Legislative Rep: LaDonna Selvidge

b.      OHCETA Officer Vacancies and Nominations

* Treasurer: Carol Williams nominates Wren Stratton

1. New Business

a.       Bylaw Changes discussed by Sharla Lee during Executive Council Reports.

b.      State Advisor Update from Lara Morris

* National Health Science Standards recently updated- see Health Sciences Consortium website for add’l info. Natl Consortium of Health Sciences has new Teacher Organization. NHSC Conference scheduled Nov 5-8 annual conference in St. Louis.

1. Announcements: none
2. Adjournment: Lisa Dyer makes motion to adjourn business meeting, second made by Dolores Cotton. Vote passes.