



**OHCEA EXECUTIVE COUNCIL
SPRING BUSINESS MEETING MINUTES**

Date and Time: April 12, 1400-1600
Chairperson: Kebi Allen RN, MSN-CNE
Location: Embassy Suites by Hilton- Norman, OK
Room: PDR
 Zoom Meeting ID (optional): 884 8531 2542
 Zoom Link: <https://us06web.zoom.us/j/88485312542>

Introduction

Kebi Allen

1. Call to Order -1410
2. Roll Call: Amy Warner (Secretary)

Name	Office/Position Held	Present (Y or N)
Kebi Allen	President	Y
Nicole Hanselman	President-Elect (vacant)	N
Dustin Hicks	Past President	N
Melissa Peterson	Vice President	Y
Amy Warner	Secretary	Y
Amber Pagel	Treasurer	Y
Emily Wheeler	Reporter	Y
Natasha Trotter	Simulation Coordinator	Y
LouAnn Lively	Health Clusters/Academics	N
Nancy Harris	Health Science Tech./HCC	Y
Karyn Stafford	Dental Lab Asst./Dental Asst.	Y
Mikka House-Moore	Emergency Medical Services	Y
Melissa Johnson	Medical Assist/ Health Info.	Y
Kathleen Passmore	Medical Assist/ Health Info.	N
Dana Chandler	Practical Nursing Coordinator	Y
Melinda Danderson	Practical Nursing Instructors	N
Michelle Noble	Radiologic Technology	Y
Crystal Cospers	Respiratory Therapy	Y
Heather Black	Pharmacy	N
Richard Hadley	Surgical Technology	N
Jeanne Gallien-Gorman	PTA/PTA and O&P	N
Stormie Roberson	CTAC Representative	Y
LaDonna Selvidge	PAC Board Rep #1	N

Janice Clayton	PAC Board Rep #2	N
Doug Jones	Awards Cmte Chair	N
Veretta Parker	Diversity Action Cme. Rep	Y
Lisa Dyer	MBP Board Rep	N
Kaydee Clark	Membership Cmte Rep	N
Lara Morris	HCE Program Administrator	Y
Sandy Patocka	HCE Program Specialist	N
Susie McEachern	HCE Program Specialist	N

3. Review and approval of minutes from 2021 OHCETA Fall Executive Council Meeting
a. Motion to approve Vereta Parker. Second by Melissa Peterson.

Treasurer

- Amber Pagel 1. Treasurer's Report
a. Sent via email. Reviewed in person.

General Business

Discussion Items

- Kebi Allen 1. Member-at-Large Reports:
- A. Health Clusters/Academies: LouAnn Lively
 - o No Report
 - B. Health Science/HCC: Nancy Harris
 - o No Report
 - C. Dental Lab/Dental Assistant: Karyn Stafford
 - o No report
 - D. Emergency Medical Services: Mikka House-Moore
 - o This is the last year that the national Registry will be doing skills testing for both EMT and Paramedic. It is not the school's responsibility. Covid vaccines are required at clinical sites which is causing a few issues.
 - E. Medical Asst/Health Information: Melissa Johnson
 - o There is difficulty finding clinical sites due to covid vaccine expectations. Job openings are plentiful, however. Prices are going up on certification testing-sometimes by \$25.
 - F. PN Coordinator: Dana Chandler
 - o We are working to create more acknowledgement for the role of an LPN. There was a current House bill that did not pass concerning a Diploma Nurse which would allow a quick bridge from LPN to RN.
 - G. PN Instructors: Melinda Danderson
 - o No Report
 - H. Radiologic Tech: Michelle Noble
 - o They have had clinical sites show support for medical and religious exemptions for the Covid vaccinations. There are many jobs available in the field currently.
 - I. Respiratory Tech: Crystal Cosper
 - o Both Francis Tuttle and Great Plains respiratory programs are looking to fill staff positions. Their current deficit is in recruitment and clinical spots.
 - J. Pharmacy Tech: Heather Black
 - o No Report

- K. Surgical Tech: Richard Hadley
 - o No Report (Dana reported that they are struggling due to an associates degree requirement. Higher Learning Commission is mandating that the higher learning institution has to own the program.)
 - L. PTA/OTA and O&P: Jeanne Gallien Gorman
 - o No Report
 - M. Simulation Coordinator/Specialist: Natasha Trotter
 - o Sim Conference is coming up May 17. They are looking toward doing a Boot Camp.
2. OKACTE Committee Representative Reports:
- A. CTAC: Stormie Roberson
 - a. Met on January 20. Approved the current lobbyist and 2022 Legislative agenda.
 - B. PAC: LaDonna Selvidge/Janice Clayton
 - a. No Report
 - C. Awards/Recognition: Doug Jones
 - a. No Report
 - D. Diversity Action: Veretta Parker
 - a. Met April 5. Reviewed the previous Diversity Symposium. They are looking at November 18th at Metro Tech to get perspective from administration concerning diversity.
 - E. MBP: Lisa Dyer
 - a. No Report
 - F. Membership: Kaydee Clark
 - a. No Report
3. Lara Morris:
- a. Agency update- The Instructional Framework has been redone. High School programs have to account for every student hour by hour. Advanced and capstone courses allow extra points on a school's report card. The Framework has been streamlined to combine like certifications to have the same general category.
 - b. Summer Conference (OK Summit)- Hyatt Regency is our HCE location for OK Summit. Lara needs presenters for Day 2.

Old Business

Discussion Items

- 1. Years of Service Gifts:
 - a. Member votes from Winter/Spring Newsletter: Lapel Pins 7 votes, Journals 6 votes
 - b. Journals from EskimoJoes \$4.00 - \$5.50 each for a lot of 100 (plus setup charge, tax, and shipping)
 - c. Lapel pins would be approximately \$4.15 each for a lot of 100.
 - i. Consensus of the committee is if the journal is nice it is ok to change and we will let Kebi make that judgment call.
- 2. Member Appreciation Gifts for OK Summit: Spent \$7176.93 in 2019; \$2,869.52 in 2018, \$0.00 in 2017, and \$2,771.78 in 2016. Finalize decision regarding purchasing gifts vs. using the money for HCE scholarships.
 - a. Tabled for budget review in new business.
- 3. OHCETA HSE Division Scholarships and Awards Nominations (Doug Jones)
 - a. These have been in the awards portal in the past but there are issues that may need to be discussed moving forward.
- 4. Review OHCETA 21-22 Strategic Plan
 - a) Information/Communication:

- Disseminate newsletter to OHCETA Members. Publication dates would be Nov, Feb, and May. (Responsible: President, President Elect, Reporter, Awards Chair)
 - Update: newsletter sent out for Winter/Spring
 - Start & maintain OHCETA Facebook Page (Responsible: Reporter)
 - Update: Emily Wheeler has created the page- please share/invite members
 - Identify a HCE Point of Contact for each CareerTech Center. (Responsible: Vice President)
 - Update: Not addressed this semester, pursue in FY 22-23?
- b) Association Growth:
- Sort and Organize membership list to better identify years of service (Responsible: President, President Elect, Membership Chair)
 - Update: Not addressed this semester, need to explore options on this (KAllen)
 - Promote and increase OHCETA involvement with Awards Process (Responsible: Awards Chair)
 - Update: See awards committee update from Doug Jones
- c) Leadership:
- Initiate Spring OHCETA Leadership Retreat (1 day, beginning of May). Will invite newly elected officers to meet with their counterpart. (Responsible: Executive Council)
 - Update: Not addressed this semester yet. We can look for a date or pursue in 22/23.

New Business

Discussion Items

Kebi Allen

1. Resignation of Nicole Hanselman as VP
2. OHCETA Elections
 - Executive Council Positions Include:
 - [President Elect \(3 yr term\)](#)
 - [Vice President \(1 yr term\)](#)
 - [Secretary \(2 yr term\)](#)
 - Members-at-Large Positions Include (all are 2 year terms):
 - [EMS](#)
 - [Medical Assist/Health Info \(2 open positions\)](#)
 - [Radiologic Technology](#)
 - [Respiratory Therapy](#)
 - [Pharmacy](#)
 - OkACTE Committee Representative Positions Available (all are 3 year terms):
 - [CTAC Representative](#)
 - [PAC Board Representative #1](#)
 - [Mutual Benevolence Plan Board Representative](#)
 - Deadline for Nominations: April 10th
 - Candidate Info distributed to members: April 18th-May 1st
 - Voting: May 1st-May 14th
3. OK Summit PAC Dance sponsorship (sponsorships range from \$500-\$3000)
 - a. \$500 from budget for Summit.
4. Proposed Budget 22/23
 - a. Amber Pagel presented a true proposed budget rather than an expense report style we have seen in the past. Paper copies were presented to the committee. Line items were discussed and adaptations were suggested. Motion was made by Melissa Peterson to approve the

proposed budget with discussed amendments. Second was made by Nancy Harris. Motion carries.

Announcements & Adjournment

Kebi Allen

1. Announcements

- HCE Boot Camp @ Sequoyah State Park April 26-27th
- Kebi attending OkACTE President's Meeting May 12th
- OHCETA Simulation Conference at Moore-Norman Tech May 17th
- Camp Ignite @ Crosspoint Camp May 24th-26th
- MBP Open Enrollment until Sep 30th, 2022
- 2022 Summer Conference- August 1-2, 2022, Tulsa. HCE is at the Hyatt Regency for Day 2.

2. Adjournment- motion by Amber Pagel. Second by Nancy Harris. Motion carries at 1630.

Thank you for attending today's meeting!