

**Orthopaedic Section, APTA, Inc.
Occupational Health Special Interest Group**

**Board of Directors Conference Call Meeting Minutes
Thursday, June 29, 2006**

OHSIG Board Members Present: Margot Miller, Kathleen Rockefeller, Linda Nicoli, Drew Bossen, Barb McKelvy and Jennifer Steiner. Jennifer Pollak joined the call late and Margot called her back to give her the highlights of items she missed.

Board Members Absent: Dee Daley, David Miller, Frank Fearon, and Nicole Matoushek.

Call to Order:

Margot called the meeting to order at 9:05 AM Central Time.

Approval of Minutes:

*Linda moved to approve the minutes of the April 18, 2006 OHSIG Board Meeting.
Jennifer Steiner seconded the motion. The motion was approved by unanimous consent.*

Old Business: None

President Report: Margot Miller

The SIG brochure has been updated and sent to Tara. She will call us as soon as a firm timeline on its distribution.

Occupational Health Certification Task Force Update

Margot reviewed the action we have taken in an attempt to get the survey to therapists in APTA. Unfortunately our attempts have not yet been successful. It was sent to the Orthopaedic section once, however, we would like to send it again with a more informative introduction to gain more response, since we only obtained 60 with the first distribution. The APTA Board had several questions regarding the survey. We responded to the questions, but have not had a response as yet. It appears clear that email distribution through APTA not going to work for this project. Jennifer Steiner set up an account with Survey Monkey, at Margot's request, for only \$19.99 per month. They can process 1,000 surveys a month which is sent to via a link and they take care of the data compilation. The OHSIG Board will distribute the survey to therapists throughout the country. Margot, Barb and Jen will look at the verbiage once more before we send it.

Margot has finalized the letter to be sent from individual therapists to businesses with which they have a relationship. The companies can simply copy it onto their letter head and sign it to

express their support to APTA for the certification process. We are looking for 300 signatures.

Deborah Lechner and Ken Harwood are finalizing the article with the results of the Practice Analysis.

We need to prepare and submit the request for certification in OHPT to ABPTS by mid August and the process must be completed by September.

Vice President Report: Kathy Rockefeller

The OSHA Alliance Task Force held a teleconference. Kathy stated that Mary Fran did a great job facilitating the call and providing background information. Mary Fran is working on the template. The members of the task force provided interesting and useful comments and suggestions. Kathy feels very positive about the progress thus far.

Kathy attended **PT 2006** last week and had the opportunity to discuss ideas and speakers for PT 2007 in Denver. It is an exciting program on Ergonomic issues and Kathy will most likely be a speaker.

Kathy will update the **Strategic Plan** with information from the call and distribute it to the Board.

Secretary Report: Barb McKelvy

Minutes from the last board conference call have been distributed to all board members, our APTA liaison, Bill O' Grady and Tara for the web site.

Kathy wrote an excellent article for *Orthopaedic Magazine*, entitled "Safe Patient Handling and Rehabilitation: The White Paper and Beyond". I am hopeful to have an article next time regarding the perceptions of case managers, therapists and physicians dealing in workers comp. I am not sure it will come through, so keep the word out there that we continue to need authors.

Barb stated she has not made any changes to the web site since we added the new Vision and Mission Statement. She will look at it closely prior to our next call and make any recommendations to improve or update our website.

Treasurer Report: Nicole Matoushek

Report through June, 2006:
Year to Date Actual: \$2083.04

Actual Budget: \$4395.00 (Home Study Courses and CMS revenues excluded)

Discretionary Funds status: Available in July, awaiting Pre Conference/CMS figures for the final analysis.

Sales from Home Study Courses:

YTD ten courses resulting in total revenue collected of \$1,175.00, with the allotment of \$587.50 as OHSIG income.

Research/Hooked on Evidence Report: David Miller

No report.

Practice Committee: Drew Bossen, Chair

No report. See OSHA Alliance Task Force under Vice President's report.

Education Committee: Dee Daley, Chair

Dee compiled a detailed report with numerous ideas for OHSIG CSM 2007 programming. Note: This is not included in the minutes since the content is in the planning stages at this time. Margot asked the each board member respond to Dee's report with input so she can finalize the format.

Membership Committee: Jennifer Steiner, Chair

Jennifer will send an Email Blast after this call. She asked for ideas for increasing membership, which was discussed by the members on the call. Some ideas suggested include: providing the OHSIG brochure to all who attend CSM programming; Discussing OHSIG while presenting other information, such as Poster Presentations; Continuing to spread the word to Orthopaedic section members we know; Send the PR sheet to the Orthopaedic section again; add information regarding OHSIG to all school presentations, and numerous other ideas.

Nominating Committee: Linda Nicoli, Chair

Linda will send the call for nominees on July 15, 2006.

Open board positions in 2006

Secretary

Vice President

Nominating Committee Member (2)

New Business: None

The meeting was adjourned by unanimous consent at 11:00 AM Central Time.

Respectfully Submitted,
Barb McKelvy, PT, Cert. MDT
OHSIG Secretary