

June 16, 2015

2:00 pm EST

OHSIG Board meeting minutes

1. Call meeting to Order – Lorena P. Payne, OHSIG president 2:00pm EST
2. Minutes of Previous Meeting - February 4, 2015 – minutes unavailable at the time of the meeting
3. Treasurer's Report - encumbered funds \$23, 674. These are funds that SIG accumulated from another independent study course a pre-conference course. We do receive annually some money to fund certain items in the amount of \$2,500. Those funds are used for meeting at CSM with dinner and room, phone conference line, printed material, partial costs of independent study courses. Funding of President and VP to attend CSM – registration and travel. The Ortho section Education budget includes the CSM speaker It is the prerogative of the SIG to determine use of funds. We have not been using funds fully. The \$2,500 disappears at the end of the FY if it goes unused. FY is the calendar year. Ortho board meeting reviews budgetary items in July. Budget is approved officially in October, going into effect the following calendar year.
4. Reports of Officers and Standing Committees:

President – Lorena P. Payne – Response to the K-tape position to OSHA. No reply has been received regarding the letter that was sent in February, 2015. A follow up will be sent by the SIG shortly. A draft will be circulated to the SIG. Report sent for Orthopaedic Section board meeting.

Vice President – Doug Flint (CSM Programming) – We are waiting on approval of both preconference and regular CSM programming. The OHSIG Board will be tapped to help as needed in presentations. We should hear about acceptance of speakers in July. Tara has received the initial programming from APTA. We will need to address promotion and marketing of the pre course to drive enrollment. Tara will Osteo-blast whenever we want promotions for the conference and pre-con sessions. We want to make sure to drive enrollment, The OSHIG members may be tapped to try to get two to three individuals each to enroll.

Membership and Communication Chair – Chris Studebaker – We have continued with text based email alerts. We have done three pod casts including the most recent one with Reuben Escorpizo. For future ones, the thought was brought up to go to Matheson or Isernhagen for future content on the podcasts. Chris inquired as to sound quality. The software was free. If the sound quality was not adequate, then a microphone for \$70-120 would be needed. It was agreed that the sound quality was sufficient. Facebook idea was halted. Tara is exploring options with web developer to change the format of the current Bulletin Boards to a list serve feature. Tara has received a broad estimate from the web company in the amount of ~\$3,000 split between the six SIGs. Individuals can subscribe, receive text or email alerts. So it is a possibility. However it needs to be presented to the Ortho Board.

Research Chair – Francis Kistner – Working on a student issue for OPTP in Occupational Health. Nothing solid yet. Students do lit reviews on a variety of occ. health topics. It would

not impact the SIG sections of the Journal. We need to make sure that published items have not been published anywhere prior including potentially even audio publications such as podcasts.

Nominating Committee – Jill Galper (chair) Tara will request a conference call with the nominating committee. A nominating form is drafted and resides on the home page. During the next call, Jill will be able to give an update on the progress. The drop box folder has Job Descriptions for the various positions. The positions that are up for election include President and Nominating Committee position. Bob will take over as chair in 2016. Chris has a candidate that requested a formal process to work his way on the group. He works in Tennessee. He will forward his info to Jill, Bob and Katie.

5. Reports of Special Committees

Education - multi level course (John and Doug) – Put together a speakers list for multi level course. John is spear heading this effort. Information will be sent when we find out if the course is approved or not.

Clinical Practice guideline – Articles have been rounded up. Articles are being rated. We have committed \$20,000 toward endeavor. We have not spent anything yet. However this summer, two interns will help Reuben. They will be paid this summer from those funds. Those funds will come out over the ensuing 18 months.

WC Advocacy Agenda – Wanda Evans is our contact at APTA payment dept.

6. Unfinished Business

Speakers Bureau – The OHSIG is a resource for speakers at various meetings. Some of these are non-PT meetings. Self-insured business meeting in Florida – Wanda was there. Insurance meetings in Denver for the APTA sponsored payers forum immediately prior to state payment and policy meeting in September. The OHSIG would like to have a speakers bureau as a resource for various stakeholder groups.

The following names have been suggested today. Lorena will contact these individuals to obtain consent to be listed as potential presenters.

OSHA/ADA/EEOC Regulations – Gwen Simons, Frank Alvarez (adjudicator on EEOC Board),

Pre-Employment Testing/FCE's – Terry Lawson, Sue Isernhagen, Roy Matheson, Larry Feeler

Ergonomics – Rick Wickstrom, Miriam Joffe, Search the BCPE site by profession

WorkPlace Wellness – Public Health Initiatives – Janet Bezzner, Janet Peterson, Brad Cooper

7. New Business

Volunteer interest form – Those were sent out so that when we want a committee or short term task force, those are to be used. The information is compiled into a database at Ortho Section.

Update current recommendations that are included at OHSIG page (ortho section website) – They continue to be listed as the guidelines. Lorena asked for volunteers to oversee a task force to update and edit those recommendations as they are currently stated on the site. Tara can e-blast out to membership a request for volunteers to help,

then we can decide from the executive committee who to select. Chris and Fran indicated that they would participate, but cannot lead the initiative.

8. Announcements

OPTP article November deadline – We have two more issues of OPTP. We have one this month and another in the queue. But we need another one. Bob wrote one that is coming out this month. Katie volunteered. She will email Lorena a couple of topics she is working on.

9. Adjournment

No other topics or questions were brought forth. The meeting was adjourned. 2:50EST