

## **OHSIG Board of Directors Meeting Minutes October 20, 2015**

- Call to Order at 10:00EST
  - Present: Lorena Payne, Chris Studebaker, Pam Duffy (Orthopaedic Section Board liaison), Doug Flint, Katie McBee, Bob Patterson, Jill Galper
  - Minutes of Previous Meeting- June 16, 2015, All present are to review corrections
  - Treasurers Report- Currently there is no treasurer, however there is a need to track budget requests and payment related to CPG and to SIG activity. A phone conference with Lorena , Pam and Orthopaedic section treasurer will be scheduled by December, 2015 with report at CSM in February 2016.
  - Reports of Officers and Standing Committees
  - President – Lorena P. Payne (see attached report)
    - Report to Orthopaedic Section Board reviewed
    - Flexible taping as a reportable injury was reversed by OSHA
    - Work Rehab CPG progressing well, remains on schedule, CPG group meets at Combined Sections Meeting, 4-6pm, February 17, 2016
    - New Website and Facebook link- Pam gave update to board from Ortho board meeting
    - Request sent to Ortho Section to include OHSIG programming information on electronic media and at meetings
    - Shared risk ISC – share in income only if there is a profit, Expenses
    - Update from Ortho Section Board (Pam Duffy, board liaison) – RFP for platform for continuing education, communication of specialty information, passed budget , adding one FTE at Ortho Section office, CPG director will be funded
    - OPTP article with due date of November 4, 2015 will be regarding direct access under Work comp, Katie McBee author
  - Vice President – Doug Flint
    - Programming: on track for pre-conference and regular programming, Doug can distribute to chapters, Tara will be going to Student Conclave this week- it will be requested that information regarding programming be available to students
  - Membership and Communication Chair – Chris Studebaker (See attached report)
    - Continuing with evidence e-mails
    - Susan Isernhagen podcast delayed due to technical issues, APTA is providing technical assistance for the electronic media
    - Linked IN – discussions need to be appropriate and monitored, Pam will check with PR committee, filter will be checked with LinkedIn by Chris
1. Currently the section is updating their web page. Each SIG can also use this, depending on how we want to proceed.
  2. The section’s PR committee wants to offer more regular information via social media.
    - a. Jared Birch is our contact
    - b. What can we offer for assorted social media
  3. The board has approved each SIG to have sections within the pages
    - a. Invitation only groups
    - b. Instructions coming out to get this set up
  4. In the meantime continue to contact Tara F with content, but Jared for FB or twitter
  5. Pre-con reminder – can we email this information to each state chapter?
  6. Report:

- a. Monthly evidence alerts – have continued, attempting to do monthly but has been closer to bimonthly
- b. Podcast – second long-form has been recorded
  - i. 50mins
  - ii. Recorded on Wave Pad Sound editor
  - iii. Had to re-tape my section
  - iv. Submitted to the APTA PR department for technical assistance
- c. Social Media
  - i. Do the same issues exist for LinkedIn? – chris to check on administrative control
  - ii. FB
- d. Needs – microphone
  - i. Motion to approve microphone will be held at CSM
  - ii. Will need to bring up at CSM

**Membership / Communication Minutes Created by Chris Studebaker, PT, DPT, OCS**

- Research Chair – Francis Kistner
  - CAPTE is increasing Occ. Health content recommendation, updated requirements should be available in 2016
  - Fran was interviewed regarding ergonomics and back packs by Wall Street Journal
- Nominating committee – Jill Galper (Chair)
  - Slate announce: President – Lorena P. Payne
  - discussion related to reinstating Treasurer, see motion
- Reports of Special Committees
  - Call for authors for Orthopaedic Practice magazine due dates in February, June, August and November
- New Business
  - MOTION (L. Payne): I move that the board appoint a treasurer for the OHSIG
    - Rationale: The position will assist Orthopaedic Section treasurer monitor funding and income for CPG, and for use of annual funding from the section
    - Motion Seconded
    - MOTION PASSED The process for creating treasurer position in the SIG will be led by Jill Galper (nominating committee chair), Pam Duffy (board liaison) and Lorena Payne (president) according to policy. Action will be communicated to the board by December, 2015.
  - MOTION (L. Payne): I move that a microphone for use in producing podcasts be purchased with use of OHSIG funds.
    - Rationale: The microphone will enhance the quality of the podcasts. The cost is budgeted at \$100.
    - Motion Seconded
    - MOTION PASSED Chris Studebaker will purchase the microphone, submit reimbursement request through Orthopaedic Section office for the OHSIG. Chris will pass the microphone along to incoming communication and membership chair. The microphone will be used on upcoming podcasts.

Unfinished business

- Announcements/ Discussion:
  - Swift / EEOC Pre-placement screen information for e-blast
  - CSM 2017: call for topics and speakers
  - CSM 2016: schedule of meetings (See attached)
  - Doug Flint: PhD candidate in PT / Occ Health research position at University of Utah, Doug will forward information
  - Pam Duffy: OHSIG should consider a role in future residency and fellowship in work rehab.
  - Fran Kistner: Description of entry level education for Occ. Health is needed.

#### Membership and Communication Committee Report

1. Monthly Evidence alert
  - a. Continuing attempt to produce 1/month
  - b. Allied Occ Health topics, not just therapy
2. Quarterly Podcast
  - a. 4 complete, 2 solo and two interview
  - b. Current interview with Sue Isernhagen
    - i. Too long to email
    - ii. Currently looking for alternate way to email
    - iii. Edited and formatted
    - iv. Needs sign-off
3. Membership Emails
4. Plans
  - a. Continue current programs
  - b. Add facebook page

#### information regarding CSM 2016:

- The co-headquarter hotels are the **Anaheim Marriott & the Hilton Anaheim** (most programming, meetings, and events will be held in these two hotels and the convention center)
- The Ortho Section suite will be located in the Anaheim Marriott

#### **Dates to note (this info will not apply to everyone, please read thru to take note of programming/meetings you'll need to attend):**

- Wednesday, February 17<sup>th</sup>:
  - Opening ceremonies
  - Grant Reviewers Meeting: 2:00 PM – 5:00 PM
  - CRN Meeting: 5:00 PM – 7:00 PM
  - Ortho Board of Directors Meeting: 7:00 PM – 10:00 PM **(may end sooner)**

- OHSIG CPG Meeting: 4:00 PM – 6:00 PM
- OHSIG Board Meeting: 6:00 PM – 9:00 PM
- Thursday, February 18<sup>th</sup>:
  - Advisory Panel Breakfast: 7:00 AM – 8:00 AM
  - Imaging SIG Programming and Membership Meeting
  - Animal Rehab SIG Programming and Membership Meeting
  - OHSIG Programming and Membership Meeting
  - “Calling All Authors”: 3:00 PM – 4:00 PM
  - Ortho Board of Directors, Committee Chairs, SIG Presidents, & Coordinator Meeting: 5:00 PM – 7:30 PM
- Friday, February 19<sup>th</sup>:
  - Ortho Board of Directors Meeting: 6:45 AM – 8:00 AM (**tentative**)
  - Foot & Ankle SIG Programming & Membership Meeting
  - Performing Arts SIG Programming & Membership Meeting
  - SIG/EIG Networking Luncheon: 1:00 PM – 3:00 PM
  - Ortho Membership Meeting: 4:00 PM – 5:30 PM
  - Ortho Meet& Greet Reception: 6:30 PM – 7:30 PM
  - Ortho Awards Ceremony: 7:30 PM – 9:00 PM
- Saturday, February 20<sup>th</sup>:
  - Ortho Board of Directors Meeting: 6:45 AM – 8:00 AM (**tentative**)
  - Pain Management SIG Programming & Membership Meeting
  - Mentorship Meeting: 7:00 AM – 8:00 AM