

**UOTA Executive Board Meeting Minutes**  
**Tuesday // June 4th, 2024 // 7-8 pm**

<p><b>Executive Board (EB) Present:</b>          Vanessa Rapier, President          Lynn Farley, Vice President          Emily Cummings, Secretary          Lori Goodrich, Member-at-Large          Camille Terry, OTA representative</p> <p><b>Executive Board Absent:</b>          Savannah Stone, Treasurer</p> <p><b>Meeting Order for Discussion:</b></p> <ol style="list-style-type: none"> <li>1. Any UOTA committee chairs present</li> <li>2. President</li> <li>3. Vice President</li> <li>4. Secretary</li> <li>5. Treasurer</li> <li>6. OTA Representative</li> <li>7. Member-at-Large</li> <li>8. Any AOTA/NBCOT liaisons present</li> </ol>	<p><b>Committee Chairs, Committee Members, or AOTA/NBCOT Liaisons Present:</b> Patrick Walker (nominations/recognitions), Brenda Lyman (BPPC), Melanie Suttner (public relations), Jeanette Murphy (membership)</p> <p><b>UOTA Student Representatives:</b></p> <p><b>Others Present:</b>          All UOTA members invited via UOTA website calendar</p>
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Agenda item	Information	Action items	Outcomes
<b>Welcome:</b>			
Meeting led by Vanessa Rapier, UOTA President. We will end at 8pm regardless. Please keep conversations to the point, we can finalize anything by email that does not get covered.			
<b>Ongoing Reminders:</b>			
1) <b>Approving minutes:</b> This agenda is a copy of the meeting minutes from the previous month. Anything unresolved, add to the “old			

business” section at the top of your section. Delete all other information and update for the current month. Each Executive Board member or UOTA Committee Chair is responsible to update their own content in the agenda. After the meeting concludes, please review your section of the agenda by the following Sunday evening so the agenda can become the official meeting minutes for the month. The monthly meeting minutes will be posted on the UOTA website on Monday AM.

- 2) **UOTA Hacks:** Beware if you receive any emails to your UOTA email address asking for money. Check the email address and look for small discrepancies. UOTA will never do business this way or ask members to use their personal money. All financial decisions are made through Executive Board vote.
- 3) Website: **Reminder** that each committee needs to be responsible for their area of the website and report updates to the executive board liaison. **Please look through for updates that may be needed, work through the secretary for website updates.** The website is part of the secretary’s role. Emily, as the secretary, is Misha's primary contact for website changes. If you contact Misha directly, always cc Emily (uotasecretary@gmail.com).

### Executive Board Reports

#### President’s Report

Agenda item	Information	Action items	Outcomes
Old Business			
Mentorships	Jen Van Orman		
UOTA Reorganization	<p>Restructuring of SPA/RR groups: Did not hear back from SPA committee chairs, but all Region Reps who responded (<math>\frac{4}{5}</math>) were in favor. Feedback from membership poll in April: 70% for SPA focus, 30% for maintaining both—which ultimately means 100% are in favor of SPAs</p> <ul style="list-style-type: none"> <li>● Motion to restructure</li> <li>● Member at Large (Lori) is going through to compare the role descriptions to see how to mesh the two positions.</li> <li>● Vanessa will work to finalize this, send in membership email for vote.</li> </ul>		

	<ul style="list-style-type: none"> <li>○ BPPC–finalize role description?</li> <li>○ Include webinar expectations (from last month: Can use DOPL list for continuing ed opportunities offered by UOTA. Helping with webinars would be part of SPL duties.)</li> </ul>		
Western Regional OT Spring Symposium (WROTSS)	Will follow up as receive more info.		
ASAP (updates from State Association Presidents) @ AOTA annual conference.		1.	
HHAU	BPPC committee to clarify expectations with partner organizations in the future–has this been done? ( Look at partner organization agreement in the Google Drive and verify the length of the partnership. Update PRN to reflect what we expect of HHAU and what they can expect from us.)		
Nominations & Recognitions	<ol style="list-style-type: none"> <li>1. Patrick did a great job recruiting, announcing award winners. Will let them know ahead of time next year so they can attend the meeting to receive.</li> <li>2. What is in the budget for purchasing awards? Patrick found some options on Amazon. Savannah (Treasurer,</li> </ol>	<ol style="list-style-type: none"> <li>1. Still working to make sure all award recipients are UOTA members–need to clarify in description?</li> <li>2. Need to check in procedures to see previous winners. <a href="https://utahotassociation.org/about/awards/">https://utahotassociation.org/about/awards/</a>. BPPC needs to update procedures/policies to ensure the award winners haven't previously won the same award.</li> </ol>	

	<p><a href="mailto:uotatreasurer@gmail.com">uotatreasurer@gmail.com</a>) would have this information.</p> <p>3. If Emily can have the information from Patrick or Lynn (or from the membership meeting slides), then a longer award winner spotlight can be posted on social media and on UOTA website.</p> <p><b>Scholarships</b>–AOTF (David Robertson), handled letting award recipients know and sending checks directly to them. Need to clarify–1 OT and 1 OTA student should receive, this year’s went to two OT students.</p> <p>BPPC (on nominations process): Still need to clarify the way some of the processes are written (e.g. <i>“Write-in candidates will be contacted if they win the election—to determine if they will accept or not accept the position. Feel free to write-in your own name if you are interested in serving.”</i></p>	<p>3. Emily will work on getting a spotlight for winners up on social media and getting the new winners updated on the the UOTA website.</p>	
Government Affairs	<p>1.School-based subgroup: statement was sent to district SpEd leaders–Travis met w/DOPL today (5/7/24) to determine whether/how they investigate concerns–next steps would be to file a formal complaint through DOPL, an association can file against specific school districts rather than at a therapist–do not want to put therapists at risk, but want to draw attention to the practice of hiring (and not properly supervising) motor aides in</p>	<p>1. DOPL does not enforce rules on districts, but can reprimand facilities as needed. UOTA does not want to target any therapists in particular. Want to raise awareness of school districts currently using motor aides (especially unsupervised motor aides) to help protect OTA positions in school districts.</p> <p>2. HB 534 combines OT &amp; PT</p>	<p>1.</p>

	<p>place of OT services in order to keep clients safe, advocate for COTAs and profession in general. Travis will draft a formal complaint and send it to the EB later this week, please watch for that email (and vote).</p> <p>2. HB 534–restructuring: “renames the Physical Therapy Licensing Board as the Physical Therapies Licensing Board and modifies the board to include the duties of the Board of Occupational Therapy.” Passed, we did not hear about this until after the fact–Lobbyist?</p> <p>From April:</p> <p>Ad-hoc committee needs to get started–Florentina and Lynn both stated they would be co-chairs.</p> <p>Kristen Courtney and Lynn Farley continue working on a subcommittee re: mental health legislation (e.g., only certain states recognize OT as QMHP [qualified mental health practitioner]--updates?</p> <p style="text-align: right;">32</p>	<p>licensing boards starting in Fall 2024. PT didn't hear about the proposed bill until last-minute and were able to make a few changes. Licensing boards under the umbrella of DOPL.</p>	
<p>Public Relations</p>	<ol style="list-style-type: none"> <li>1. Looking to focus on helping with advocacy for OT to be better recognized in school-based settings.</li> <li>2. Podcast published on Spotify about OT student (Steven) working with inmates in Utah State Prison system as part of his schooling–he does sensory and ADL groups. Big increase seen in reduction of</li> </ol>	<ol style="list-style-type: none"> <li>2. Suggestion to make sure podcasts are posted UOTA website. Camille will share with student reps to get the information out to students who are learning about emerging practice areas. Melanie shared via email to SLCC staff (Kristen and Gabe). Will continue to brainstorm ideas to promote podcast! Jeanette (<a href="mailto:uotamembership@gmail.com">uotamembership@gmail.com</a>) can also</li> </ol>	

	<p>escalated behavior in inmates after the running of the groups.</p> <p>3. Community connections: Janeal is willing to help in this role until starting the RMU bridge program in the fall.</p> <p>4. Huntington's disease fundraiser: Dance party went well, lessons learned for how to make it bigger next time. Will consider summer date in the future. UOTA members participated, yay!</p>	<p>send out email blast to members to inform them of a new podcast, and Lynn also suggested creating a live podcast during the annual conference in November.</p>	
Tri-Alliance	<p>Still getting up and running, but there is interest again.</p>		
Other	<p>Practice Act is due for review—motion to set up an official task force/committee? Gov Affairs?</p>	<p>1. Passed a motion to start Practice Act Review Committee, starting to get a response from UOTA members interested in being on the committee. Lynn, Florentina, and Vanessa on the committee so far. Heavy peds (school-based) presence on the Gov. Affairs committee, need representation from other practice areas! Jeanette (home health) willing to contribute.</p>	
<b>Vice President's Report</b>			
<b>Agenda item</b>	<b>Information</b>	<b>Action items</b>	<b>Outcomes</b>
Old Business			
Membership Stats	<p>As of 6/4/24: 4 OOS/non-OT</p>		

	<p>51 students  70 OTA  168 OT  2 lifetime  295 total current active members  12.1% DOPL (1973 licensees), up from  12% in May</p>		
<p>Membership Committee</p>	<p>1. Continues looking for volunteer help to transfer management of the Learnworlds CE site to the CE committee. Jeanette has begun training Meena Iyer on Learnworlds for conference purposes. Meena offered to help with Membership Committee tasks, as well. (From above, May's meeting: Web taskforce (especially for CE/Learnworlds), still looking for help. Would fall under Jeanette right now to train but should be under CE Committee—role clarification needed by BPPC.</p> <p>2. The updated member list sorted by regions is in the shared folder. This folder can be shared with regional reps. Is this still useful?  <a href="https://docs.google.com/spreadsheets/d/1i4_3JYyuIV8Zw9SVO-UqD4M3Lk_dyMZz/edit?usp=sharing&amp;ouid=105461239052096958695&amp;rtpof=true&amp;sd=true">https://docs.google.com/spreadsheets/d/1i4_3JYyuIV8Zw9SVO-UqD4M3Lk_dyMZz/edit?usp=sharing&amp;ouid=105461239052096958695&amp;rtpof=true&amp;sd=true</a></p> <p>4. The 20% off new grad discount code was sent to all OT/OTA programs. U of U does not graduate until December now.</p>	<ol style="list-style-type: none"> <li>1. Jeanette to contact Travis Chamberlain regarding handing over Learnworlds CE courses to the CE committee.</li> <li>2. Jeanette will send a separate new grad code to U of U in December.</li> </ol>	

<p>Continuing Education (updated 6/2/24)</p>	<p>1) We have not had anyone sign up for the sensory course through CLASI.</p> <p>2) Finding a presenter to cover vision rehab/ vision and OT has been more challenging than prior topics! Fortunately, I can report that I have a presenter. Jeff Foster is an OT in Mississippi. He has a great accent that you will love! Jeff received his Bachelor's in OT in 2000, then completed a Master's in vision rehab. He is currently pursuing a Doctorate in Curriculum and Instruction. He works in school-based practice and AT. He teaches in two OT programs as an assistant professor and adjunct professor. He is a HWT instructor too (similar role as Erin Dollin who we had a few years back). My virtual meetings with him have been engaging and enjoyable.</p> <p>Jeff will prepare a course description and objectives. We are planning for a virtual presentation with 6 hours of content on our traditional last Friday of January (1/31/25). We will be able to market this to pediatric and adult practitioners. I will prepare a proposal.</p> <p>If we do not have a board meeting in July, I will send the proposal out via email to get it approved.</p> <p>3). We need more CE events for membership benefits and to generate revenue for lobbyist.</p>	<p>1). We need to send out an email about the courses. Travis will work with Jeanette to get one prepared. We will only make about \$40'ish dollars on each participant, and the course is targeted to members. I do not recommend sending it out through DOPL.</p> <p>2) Look for the proposal in the coming weeks.</p> <p>3). I want to help Specialty Practice Area Leaders with planning and developing annual CE events. I do not have the availability to plan more than one event a year, but I can help guide these leaders in this process. I am willing to collaborate with these leaders now if this is okay with the EB. However, I can wait if needed.</p>	
<p>Annual Conference</p>	<p><b>Conference Committee</b></p>	<p>3 presentation submissions so far</p>	



	<ul style="list-style-type: none"> <li>● Chairperson(s): Lyndsay Fait and Jennifer Bolay</li> <li>● Venue: Lyndsay Fait <a href="mailto:lyndsayfait@gmail.com">lyndsayfait@gmail.com</a></li> <li>● Catering: Stacey Sillitoe <a href="mailto:ssillitoe89@gmail.com">ssillitoe89@gmail.com</a></li> <li>● Presentations: Jennifer Bolay <a href="mailto:jennifer.bolay@gmail.com">jennifer.bolay@gmail.com</a> , Jeanette Koski <a href="mailto:jeanette.koski@gmail.com">jeanette.koski@gmail.com</a></li> <li>● Online Platform: Jeanette Murphy <a href="mailto:jeanettesmurphy@yahoo.com">jeanettesmurphy@yahoo.com</a> , Meena Iyer <a href="mailto:meenaiyer@gmail.com">meenaiyer@gmail.com</a> ,</li> <li>● Service Project: Emma Brooks <a href="mailto:otbrooksee@gmail.com">otbrooksee@gmail.com</a> , Jana Larsen, Hailey Hunter</li> <li>● Vendors: Ron Honey <a href="mailto:ronald.honey@rm.edu">ronald.honey@rm.edu</a></li> <li>● Registration: Jeanette Murphy</li> <li>● SOTA/Students: Elise - <a href="mailto:u1022625@utah.edu">u1022625@utah.edu</a></li> <li>● SWAG: Students</li> <li>● Volunteers: Open</li> <li>● Marketing: Lynn?</li> </ul> <p><b>Student Committee</b></p> <ul style="list-style-type: none"> <li>● Elise Goodrich, <a href="mailto:u1022625@utah.edu">u1022625@utah.edu</a></li> <li>● Kylie Martin, <a href="mailto:kylie.w.martin@gmail.com">kylie.w.martin@gmail.com</a></li> <li>● Jayden Peterson, <a href="mailto:u1047295@utah.edu">u1047295@utah.edu</a></li> <li>● Ben Cromar, <a href="mailto:bencromar07@gmail.com">bencromar07@gmail.com</a></li> <li>● Ashley Wright, <a href="mailto:awrig201@bruinmail.slcc.edu">awrig201@bruinmail.slcc.edu</a></li> </ul> <p>Keynote speaker is set - Chad Hymas. Waiving his normal fees for us.</p>	<p>Need help advertising/recruiting the call for papers</p> <p>Membership drive before conference during pre-registration.</p> <p>UOTA is turning 70 - Planning to incorporate that into the conference theme</p> <ul style="list-style-type: none"> <li>- Coordinate into membership drive?</li> </ul> <p>Service project with Odyssey House</p> <ul style="list-style-type: none"> <li>- Friday night before - putting kits together</li> <li>- Day of, finish any kits</li> <li>- Day of, collect supplies to donate</li> </ul>	
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	<a href="https://www.chadhymas.com/">https://www.chadhymas.com/</a>		
Annual Meetings (Fall Business Mtg, Spring Membership Mtg)/ Fundraisers	<p>1. May 14th, 6 pm RMU. DOPL board will be panelists. "How well do you know your practice act?" quiz planned. Q &amp; A with DOPL board afterward.</p> <p>2. UOTA was asked to sponsor the NAMI walk for Utah this year. We can sponsor and put together a team for free, but donations are requested. It will happen on Saturday, May 18th, 9am @ Veteran's Park in West Jordan.</p> <p>May meeting on track.</p> <ul style="list-style-type: none"> <li>- RMU sponsoring venue and light refreshments (fruit/cheese trays, Cheese and cracker trays, Cookies, GF oreos).</li> <li>-</li> </ul>	<p>May business meeting was well received. RMU was a wonderful host, Training was great. Forgot to record it, and have had a few emails asking if they could watch it.</p> <ul style="list-style-type: none"> <li>- Emily sent out the CEU certificate, let her know if you or anyone else who participated missed out on a certificate.</li> </ul>	
Mentorship			
<b>Secretary Report</b>			
<b>Agenda item</b>	<b>Information</b>	<b>Action items</b>	<b>Outcomes</b>
<b>Ongoing Reminders:</b>			
<ol style="list-style-type: none"> <li>1. Please use your UOTA email address for UOTA business (especially when creating UOTA documents) so the information is "owned" by a UOTA-related account. All of the UOTA Gmail addresses already have access to the UOTA Google Drive. Make all documentation electronic and stored in the UOTA Google Drive so it is easy to access for UOTA leadership all over the state.</li> <li>2. Please update the Contact Information List (find it in the UOTA Google Drive under this document name) PRN with your committee members.</li> <li>3. Calendar: See the proposed calendar for monthly UOTA EB meetings on the website <a href="#">homepage</a> (usually the 1st Tuesday of the month from 7-8pm, any business not completed by 8pm will be moved to email).</li> </ol>			
Old Business			

<p>Social Media (e.g., Facebook, Instagram, Twitter) &amp; UOTA Website          –Facebook: 778 page likes (up by 1), 887 followers (up by 4).          –Instagram followers: 210 followers (up by 9)          –Twitter followers: 9 (up by 1)          (*Use this information to tailor social media content on benefits of UOTA membership).</p>	<ol style="list-style-type: none"> <li>1. Social media updates:             <ul style="list-style-type: none"> <li>–Melanie requested social media posts to recruit more members for PR committee—specifically to focus on Community Connections (finding relevant community events or organizations where OTs/OTAs can be involved).</li> <li>–Still need social media posts for recognizing new grads from each Utah program + reminding about new grad discount code.</li> <li>–Need to post to raise awareness of CLASI course offering through UOTA.</li> </ul> </li> </ol>		<ol style="list-style-type: none"> <li>1.</li> </ol>
<p>Bylaws, Policies, Procedures Committee (BPPC)--Brenda (chair)</p>	<ol style="list-style-type: none"> <li>1. Updates on exploring the idea of reviewing and possibly reorganizing the role of regional reps &gt; looking to have them transition into helping more in specialty practice areas and continuing education related to their area of practice: should we plan on drafting a new role description for this new SP liaison/continuing education Planner role--YES!</li> <li>2. Summer Project: Copy of current bylaws sent on to Brenda. Emily will need to review to highlight areas and old EB meeting minutes from 2022 to remember items that were approved by EB but didn't get a membership vote to move forward. Will also continue to work on updating bylaws PRN.</li> <li>3. <a href="#">General Committee Chair Role</a></li> </ol>	<ol style="list-style-type: none"> <li>2. BPPC committee considering starting over with bylaws to update from the beginning. Brenda has an old hard copy from before 2021, BPPC was previously working in 2022 off the 2021 version of the bylaws.</li> </ol>	

	<p><a href="#">Description</a> ready for the board to review, discuss, and determine to approve or modify. BLyman 4Jun24</p> <p>4. Copy of Bylaws dated 2020/2021 rec'd but a major error in the transcription for Article II–must read “Non-Inurement” and not “and Inurement”. Guessing this was a typo in the transcription. BLyman 4Jun24</p> <p>5. I need a working copy devoted to providing updates in the google drive so I am not working off the master. BLyman 4Jun24</p>		
Strategic Plan Initiatives	<p><b>–CORE VALUE #1: PROVIDE EXCELLENT COMMUNICATION TO MEMBERS AND THE PUBLIC VIA MULTIPLE VENUES AND MEDIA.</b></p> <p><b>–Objective:</b> Maintain a current annual calendar of events on the UOTA website.</p> <p><b>–Strategies:</b></p> <p>A. Develop a July-June calendar of Executive Board (EB) meetings, the annual conference &amp; membership meeting, continuing education events, committee meetings, etc. and post to the UOTA website and social media pages to inform members about upcoming events.</p> <p>B. Committee chairs will hold consistent meetings and keep the EB updated on the status of their committees (Add to role description).</p> <p><b>–People Responsible:</b> Secretary, Committee Chairs, Specialty Practice Liaisons, EB members.</p>		
Course Accreditation	<p>1. Still more email requests coming your way soon for course accreditation–I am working on</p>		

	getting through the backlog! Does it help to get a text reminder to check your emails when I send out a batch that need to be voted upon?		
Calendar	1. No Emily on Tuesday, July 2nd (celebrating 20th anniversary!). Would Tuesday, July 9th work instead for next EB meeting? (July's meeting is currently on the calendar for WEDNESDAY July 3rd, 7-8pm).	1. <b>EB agreed to move the July EB meeting to July 9th, 2024 from 7-8pm. *Remember to invite new EB members! *</b>	
Mentorship	I would like to propose finding someone interested in running for the secretary position in 2025 (my term ends in June 2025) and start training them over the coming year. Any suggestions of people who would be a good fit for secretary?		
Treasurer Report			
Agenda item	Information	Action items	Outcomes
Old Business	NA		
Summary of current budget	See: <a href="#">May 2024 Treasurer Report</a> Numbers current as of 6/3/2024 <b>2024:</b> <b>Total Revenue</b> = \$8,035.93 <b>Total Expenses</b> =\$7,722.81 <b>Net Profit</b> = (+) \$313.45		
Jobs/Other Advertising	<b>YTD</b> = \$1,300.00		
CEU Revenue	<b>YTD</b> = \$2,105.00		

Accreditation Revenue	YTD = \$600.00		
Revenue generating ideas			
Other/Discussion:	<ul style="list-style-type: none"> <li>- We are still getting charged the monthly fee for Mailchimp (\$48.35/month) . Is this supposed to be paused right now, or are we using it for gathering conference stuff?</li> <li>- Savannah is looking in to new PO Box options, ours is up for renewal and price has increased to \$200/year for the smallest box. This is up almost \$60 from 2 years ago! If anyone has recommendations (aside from USPS which we use now) please let me know.</li> <li>- <a href="#">Organizational Memberships</a> Savannah working on writing up a proposal for how organizational memberships would work for future organization use.</li> </ul>		
<b>OTA Rep Report</b>			
Agenda item	Information	Action items	Outcomes
Old Business	1.Stickers on Cafe Press: Can we put a link for the “UOTA Store” on the website so people can shop whenever they want? This could be easy passive income for the organization–approve this?	1. Emily will ask Misha (UOTA website admin) to add a link to the website once we have the Cafe Press UOTA store situated; Vanessa has the JPGs of the stickers when we are ready.	
UOTA Student Reps	1. SLCC student rep: Ashley Wright is the	1. Camille will reach out to student	1 Anja- pre OT club at

<p>(2023-2024 school year)          –Elise Goodrich (U of U 1st year students)          –Jen Van Orman (U of U 2nd year students)          –Joyce University?          –SLCC–Ashley Wright          –Rocky Mountain University entry-level OTD program: Christen Ellis (this program has students living locally in Utah; the post-professional OTD program @ RMU is virtual with students all over the country, so no UOTA rep needed. The MOT bridge program @ RMU will be up and running in fall 2024, so we can ask for a student rep from this program then).</p>	<p>sole rep for both cohorts.          2. Joyce University: Need to verify if Marcy Davis (22/23 school year rep) is continuing for this school year (darren.marcy91@gmail.com).          4. Camille will reach out to pre-OT club president (Anja Cieslewicz) at Utah State to see if they would be interested in sending a student rep to UOTA (need to check bylaws to see if reps need to be from official school programs).</p> <p>Mentorship question–has there been follow-up with these two since last meeting?          Kylie Frandsen’s (<a href="mailto:u1379417@utah.edu">u1379417@utah.edu</a>)          Jennifer Neilson, U of U MOT still need to be contacted, may be available for mentorship by others (VP?--Will OTA Rep follow up re Jennifer?)</p>	<p>reps to recruit volunteers for the planning committee.</p> <p>4.</p>	<p>USU is willing to volunteer. Will check with SOTA club members after finals to see if others are willing/avail.</p>
<p>UOTA/AOTF Scholarship</p>	<p>Updated info re AOTF scholarships   ASAPsummer2023Presentation.pptx</p>		
<p>UOTA Student Task Force</p>	<p>1. New BS COTA program at Weber.          2. Utah Tech OTD to begin next fall. Shelia Longpre is contact there.          3. Pre OT club at USU next month          4. Email re: SLCC student’s promoting OT at Festival of Trees reimbursement.</p>	<p>3. Anja Cieslewicz is president of pre OT club. Waiting for dates for next meeting.          4. SLCC students to send in receipts for reimbursement.</p>	

OTA Membership			
Mentorship	<p>–President (Vanessa Rapier): Jen Van Orman, VP?</p> <p>–Secretary (Emily Cummings) ? (last year: Hannah Larsen)</p> <p>–Treasurer (Savannah Stone): ? (last year: Marcy Davis)</p> <p>–Member at Large (Lori Goodrich): ? (last year: Ranelle Glines)</p> <p>–OTA Rep (Camille Terry): ? (last year: Brenna Schiwal)</p> <p>Transitions in the fall(?)--Once the student task force for this school year is going, we should fill these student mentee spots again so UOTA student members can start learning about state association leadership.</p> <p>otarepuota@gmail.com will follow up with student task force to see who is interested in mentoring *Kristen Courtney (last OTA rep) can help with this!</p>	<ol style="list-style-type: none"> <li>1. Scaffold mentoring of students. Suggestions from past student task force members for how to make mentoring a great experience for everyone: <ul style="list-style-type: none"> <li>–Phone calls or chat via Zoom if meeting in-person is not available. Email only is not recommended.</li> <li>–Discuss how volunteer leadership can make a difference in the OT community, about how you've been involved.</li> <li>–Letting students choose how much to be involved.</li> <li>–Asking students to help with meaningful projects. Choose a project to work on together as a resume-building experience for the student.</li> <li>–Doing a mentor/mentee lunch to meet each other also may be a good way to build rapport with each other.</li> <li>–Asking students to be involved publicly with introducing sessions or emcee opportunities at the annual membership meeting, the annual conference, and continuing education events. Get the student in the public eye and speaking to</li> </ul> </li> </ol>	



		groups.	
Member-at-Large Report			
Agenda item	Summary of discussion	Action items	Outcomes
Old Business			
Specialty Practice Area Liaisons	1. Lori and Vanessa to work together on possible regional rep reorganization. See above in President's notes!		
Working on how to combine specialty practice liaison and regional representative role  Need a rehabilitation liaison	Still need Region 1 rep!	<ol style="list-style-type: none"> <li>1. Still working on rounding up UOTA member spotlights for the upcoming months.</li> <li>2. UOTA member spotlight order: <ul style="list-style-type: none"> <li>● Region 1: January, July</li> <li>● Region 2: February, August</li> <li>● Region 3: March, September</li> <li>● Region 4: April, October</li> <li>● Region 5: May, November</li> <li>● Region 6: June, December</li> </ul> </li> <li>3. Lori to reach out to the person who volunteered to be the Region 1 rep (but was unable to commit due to moving out of the country) to ask for suggestions re: other people in the area to ask to serve.</li> </ol>	
Mentorship:			

AOTA Representative Assembly (RA) member for Utah (Meena Iyer) meenaiyer@gmail.com or [UTRep@ra.aota.org](mailto:UTRep@ra.aota.org)

Agenda Item	Summary of Discussion	Action Items	Outcomes
<p>1. RA Spring meeting is coming up and all AOTA members welcome to join. Virtual meeting.</p>	<p><b>1. Meena will share meeting link when available. Emily will post on social media and on website.</b></p>		

NBCOT Ambassador (Beth Cardell)

Agenda Item	Summary of Discussion	Action Items	Outcomes
<p>1. Just met with NBCOT: there is a change now where if people let NBCOT certification lapse for 3 cycles (9 years), starting in 2027 they would have to take the NBCOT boards again to re-certified or re-registered.</p> <p>2. Use NBCOT</p> <p>3. CE broker feature now available on nbcot.org as part of your certification or registration.</p> <p>4. NBCOT has access to data helpful to state organizations (e.g., does a state allow temporary</p>	<p><b>4. Reach out to Beth for any NBCOT questions/needs:</b>  <a href="mailto:beth.cardell@hsc.utah.edu">beth.cardell@hsc.utah.edu</a>.</p>		

<p>licenses, practice acts for states, how long does it take to get licensed in a particular state?). Can ask for data if needed when Utah needs to renew its practice act.</p> <p>5. NBCOT initiative: JEDI (about justice, diversity, equity, and inclusion. Videos available to all.</p>			
<b>Final Notes</b>			
Adjournment	<p><b>Next UOTA EB meeting will be held on the 2nd Tuesday of July: July 9th, 2024 from 7-8pm. *Remember to invite new EB members, outgoing EB members are also invited to attend as needed for a smooth transition.*</b></p>	<p>EB members will update their sections of the agenda by Sunday evening (6/9/24) following the meeting in preparation to post the meeting minutes on the UOTA website on Monday AM.</p>	