
I. CALL TO ORDER - The meeting was called to order by Valerie Brosius.

(1) Upon a motion duly carried, the items listed on the meeting agenda were approved for discussion.

II. ROLL CALL

Members Present: Valerie Brosius, Angela Beckman Anthony, Tena McNamara, Valerie Elise Boyer, Heidi Ramrattan, Mike Sharp, Michelle Lynn Burton, Kim Pritikin, Heidi Verticchio, Eileen Brann, Cassie Flack, Danielle Osmelak, Shelly Simler, Bridget Ksiazek, Brandon Roppel

Staff: Paul Doggett, Bryan White

III. APPROVAL OF MINUTES FROM 7/17/19 EXECUTIVE BOARD MEETING – Valerie Brosius

(2) Upon a motion duly carried, the minutes of the Executive Board Meeting held on July 17, 2019, were approved.

IV. OLD BUSINESS

ACTION ITEMS:

1. 2019-2020 Committee Goals Approval: Honors Committee, Student Involvement Committee, and Telepractice Committee – Paul Doggett
   The ISHA Executive Board agreed that the Telepractice Committee needed to re-focus since it has been inactive for the last year. The Executive Board will actively search for a new Chair to lead the committee.

(3) Upon a motion duly carried, the goals of the Honors Committee and Student Involvement Committee were approved.

2. Membership and Professional Recruitment Committee/Public Information and Marketing Committee: Goals/Outcomes and Bylaws – Tena McNamara & Bryan White
   The Executive Board discussed common goals, outcomes, and bylaws for the merged committee.

(4) Upon a motion duly carried, the Goals, Outcomes, and Bylaws for the Membership & Marketing Committee were approved.

3. Exemplary School Award Nomination Process/Update – Jordan Bowman
Jordan was not in attendance for the meeting. An update is forthcoming.

4. **Ethics Education Committee Revision Update – Eileen Brann**
   The Ethics Education Committee suggested improving some of the language shown on the ISHA website. Eileen will report back to the committee and Ethics updates will soon follow.

(5) **Upon a motion duly carried, the ISHA Executive Board approved all necessary Ethics language updates.**

INFORMATION ITEMS:

1. **ISHA Membership in the American Telemedicine Association – Jordan Bowman**
   The Executive Board discussed ISHA’s possible membership in the American Telemedicine Association. Jordan was not present, but the Executive Board will report back to her.

(6) **Upon a motion duly carried, the ISHA Executive Board approved ISHA’s membership in the American Telemedicine Association.**

2. **Future “Coffee Talks” – ISHA Board**
   Valerie Brosius shared news about a Quad Cities Coffee Talk on September 17th. The event will be posted on the ISHA Website. More Coffee Talks to come.

3. **Committee Orientation Manual – Bryan White**
   The ISHA Executive Board reviewed as part of their meeting materials. Updates will be made to the manual and a new version will be sent out shortly after the meeting.

4. **Education Videos/Webinars – Michelle Burton & Bryan White**
   Michelle and Bryan provided a verbal update on the ISHA Ethics Video. Josh Dobbs from Bostrom has begun the editing process and we can expect a finished product within the next few weeks.

5. **2019 ASHA Connect Conference Update – Bryan White**
   Bryan White shared our final numbers from the ISHA Pre-Conference Workshop at ASHA Connect. The Executive Board was pleased with ISHA’s presence at ASHA Connect and Bryan/Tena were able to make some great connection in the exhibit hall.

6. **Leadership Development Program (LDP) – Bryan White**
   Bryan White provided a verbal update about the Leadership Development Program. The series will kick off on September 10th followed by an additional 8 sessions. Bryan will provide updates as the program progresses.

7. **John Consalvi Service Scholarship – Bryan White**
   ISHA is now accepting applications for the John Consalvi Service Scholarship. Submission form is open on the ISHA website.

V. NEW BUSINESS

ACTION ITEMS:
1. **2019 ISHA Slate of Candidates – Tena McNamara**
   Tena McNamara shared her recommendations for President Elect (Tammy Ashby), VP-Elect of Educational Development (Beth Leggitt), and VP-Elect of Association Affairs (Kahla Graham). Tena also shared her thoughts about this being a more inclusive process. The Board agreed we should open this up in the future and take nomination which brought up the idea of creating a Nominations Committee.

   *(7) Upon a motion duly carried, the ISHA Executive Board accepted Tena McNamara’s recommendations for President Elect (Tammy Ashby), VP-Elect of Educational Development (Beth Leggitt), and VP-Elect of Association Affairs (Kahla Graham).*

2. **Honors Committee Recommendations – Valerie Boyer**
   Valerie Boyer provided a verbal update on recommendations for the ISHA Honors Class of 2020. Information was also included in the meeting materials. The following individuals will be recognized for the Exemplary School Award: Kelly Fino and Margaret Landing. The following individuals will be recognized as Fellows: Nicole Mulvey and Sarah Moon. Christy Strole will be recognized in the Association Honors category.

   *(8) Upon a motion duly carried, the ISHA Executive Board approved the Honors Committee recommendations.*

3. **Retired Membership Requests – Paul Doggett**
   Paul Doggett discussed the candidates for 2019-2020 Retired Membership Status. The Board discussed which candidates met the requirements for Retired Status.

   *(9) Upon a motion duly carried, the ISHA Executive Board approved all candidates that met the requirements for Retired Membership Status. Any candidates that did not meet the requirements will not receive Retired Membership Status.*

4. **2019-2020 Ad Hoc, Liaison & Committee Appointments – Bryan White**
   Bryan White provided a verbal update on Ad Hoc, Liaison & Committee Appointments.

   *(10) Upon a motion duly carried, the ISHA Executive Board approved the 2019-2020 Ad Hoc, Liaison & Committee Appointments.*

5. **Approval of 2019-2020 Proposed Budget – Bryan White**
   Bryan White presented the 2019-2020 Proposed ISHA Budget to the Executive Board and answered any outstanding questions about the documents provided.

   *(11) Upon a motion duly carried, the 2019-2020 Proposed ISHA Budget was approved.*

   Chris McDonnell joined the meeting via conference call and discussed ISHA’s investments for the past year. Chris’ recommendation was to move re-allocate ISHA’s portfolio to align with the voted upon investment policy of the organization.

   *(12) Upon a motion duly carried, the McDonnell Wealth Management Report was approved and ISHA’s portfolio will be re-allocated.*

VI. EXECUTIVE REPORT – Bryan White, Executive Director
INFORMATION ITEMS:

1. Overview of ISHA Forms, Bylaws, Policy Manual, Reporting Responsibilities, Action/Information forms, Reimbursement, Committee Volunteer, etc.
   Bryan White updated the ISHA Executive Board on a number of informational items.

2. Executive Board Member Convention Registration
   Bryan White reminded the ISHA Executive Board about 2020 Convention Registration. Registration will open in October.

3. Current Membership
   Paul Doggett provided a verbal update on current membership dues for the 2019-2020 membership cycle. At this time, 1,134 members paid and 838 members unpaid.

4. Annual Convention Update
   Bryan White shared plans and thoughts for the upcoming 2020 Annual Convention.

VII. DIVISIONAL / COMMITTEE REPORTS

PAST PRESIDENT – Tena McNamara

1. Open House at ASHA Convention Honoring Illinois Award Recipients
   Tena discussed the possibility of hosting an event at ASHA honoring specific individuals from Illinois. The rest of the board was very fond of the idea and we intend to move forward.

(13) Upon a motion duly carried, the ISHA Executive Board approved an Open House at the ASHA Convention.

VIII. OTHER

1. Chicago Public Schools Strike – Bryan White
   The ISHA Executive Board discussed the possibility of ISHA sending out a statement to the public regarding the Chicago Public Schools Strike. The Board will adopt the statement from ASHA and update accordingly to post something on the ISHA website.

2. HB3586 – Valerie Brosius
   The ISHA Executive Board discussed how we intend to handle inquiries regarding HB3586. Valerie Brosius provided a statement for ISHA to adopt and post on our website regarding the bill.

IX. ADJOURNMENT

MOTIONS:

(1) Upon a motion duly carried, the items listed on the meeting agenda were approved for discussion.
(2) Upon a motion duly carried, the minutes of the Executive Board Meeting held on July 17, 2019 were approved.
(3) Upon a motion duly carried, the goals of the Honors Committee and Student Involvement Committee were approved.
(4) Upon a motion duly carried, the Goals, Outcomes, and Bylaws for the Membership & Marketing Committee were approved.
(5) Upon a motion duly carried, the ISHA Executive Board approved all necessary Ethics language updates.

(6) Upon a motion duly carried, the ISHA Executive Board approved ISHA’s membership in the American Telemedicine Association.

(7) Upon a motion duly carried, the ISHA Executive Board accepted Tena McNamara’s recommendations for President Elect (Tammy Ashby), VP-Elect of Educational Development (Beth Leggitt), and VP-Elect of Association Affairs (Kahla Graham).

(8) Upon a motion duly carried, the ISHA Executive Board approved the Honors Committee recommendations.

(9) Upon a motion duly carried, the ISHA Executive Board approved all candidates that met the requirements for Retired Membership Status. Any candidates that did not meet the requirements will not receive Retired Membership Status.

(10) Upon a motion duly carried, the ISHA Executive Board approved the 2019-2020 Ad Hoc, Liaison & Committee Appointments.

(11) Upon a motion duly carried, the 2019-2020 Proposed ISHA Budget was approved.

(12) Upon a motion duly carried, the McDonnell Wealth Management Report was approved and ISHA’s portfolio will be re-allocated.

(13) Upon a motion duly carried, the ISHA Executive Board approved an Open House at the ASHA Convention.