Oklahoma Academy of Physician Assistants
August 2019 Board Meeting
720 West Wilshire Blvd., Suite 101, OKC
August 5, 2019; 6:30 pm

Board Members Present: Tara Watson, Gavin Christie, Joey Medina, Paula Montgomery, Sara Parr, Jennifer Dunning, Alex Garcia, Theresa Gavula (via phone), Larry Hytche, Erin O'Donnell, Keith Plummer (via phone), Jeanine Smith, Hanna Kluth (OU-OKC),

Board Members Not Present: John Click

Others Present: Allison Garrison, Jan Loftis, Jeri Holmes, Jerry Wright, Susan Thomas, Audrey Poole, Bridget Keast, Trae Beasler, Nicole Mason, Devonna A'Belle, Anthony Robertson, Pam Foster, Don Flinn, Melody Yozzo, Mackenzi Choitz (OCU), Elizabeth DiSalvatore (OU-OKC), Claire Kifer (OU Tulsa)

I. Call to Order 6:33 pm

II. President's Welcome and Introductions

- Tara Watson welcomes everyone and introduces herself as the new OAPA President.

III. Approval of Agenda

- **Motion** to approve the agenda made by Larry Hytche; Jeanine Smith seconds; all approve. Motion passes without opposition.

IV. Consent Agenda

1. June Board Meeting Minutes
2. Student Reports
3. Allison Garrison's Report
4. Oklahoma Health Professionals Program 2nd Quarter Report

- **Motion** to approve consent agenda made by Gavin Chiristie; Theresa Gavula seconds; all approve. Motion passes without opposition.

V. President's Report

1. Board Meetings/Location

- Board meeting locations were discussed. The Will Rogers Garden Exhibition Center will be the new location for board meetings.

- Board discussed and agreed to change the months of the 2019/20 board meetings to odd months with the next meeting being held in November.

2. Goals/Projects

- Tara Watson discussed her goals as the president for the following year.
    a. Reach out to new PAs and students to establish networking opportunities. When you have been working a long time you have a network, and I feel like new PAs get lost. I would like to have networking opportunities throughout the year.
    b. Continue to Advocate for the profession.

VI. Reports

1. Executive Director - Susan Thomas

- The conference schedule is confirmed.
- General Membership meeting is scheduled on Wednesday during the conference. The board decided that they would each have a table assigned to them instead of having a head table.
- Discussed board orientation with Jeri Towler. It was decided to have board orientation in place of the usual September board meeting on Wednesday evening.
- Susan Thomas asked the board about OAPA sponsoring a Board of Review. Board agreed a spring board review would be beneficial. Susan Thomas will research the information for a spring board review.
- Susan Thomas asked the board to approve that all board officers will be check signers per policy so that it can be in the minutes for the bank.
    - **Motion** made to approve all board officers to be signers for the bank card made by Gavin Christie; Paula Montgomery second. Motion passes without opposition.
- The website is still in the development phase and getting close to being completed.

2. Finance Committee - Gavin Christie

a) Financial Report

b) 2019/20 Budget

- The board reviewed the budget.
- The budget had a few changes, including; food back at the board meetings, Audrey Poole's hours increased from 30 hours a week to 40 hours a week; conference budget bumped up to 110k, and an expense allowance for Allison Garrison.
- **Motion** to approve the budget made by the Finance Committee. Motion passes without opposition.

VII. New Business

1. Oklahoma Opioid Prescribing Guidelines in Pregnancy – Allison Garrison
    - Allison Garrison stated that she received an email asking the OAPA to come on board with the Oklahoma State Department of Health to support the Oklahoma Opioid Prescribing Guidelines for Pregnant Women.
        - **Motion** to join the Oklahoma Department of Health in regards to the Oklahoma Opioid Prescribing Guidelines for Pregnant Women made by Larry Hytche; Gavin Chirstie seconds; Motion passes without opposition.
    - Allison Garrison brought up the challenge that she has when it comes to making quick decisions for the board regarding things like joining a certain coalition, or lunch for legislators, etc. She also stated

about sending out more reports. Sometimes things happen so quickly at the Capitol, and there is a lag, and that is not beneficial.

a. Jerry Wright from the Oklahoma Center for Nonprofits suggested having a policy statement. A policy statement is a basic statement of what the OAPA supports and what the OAPA does not support. Allison can then make decisions on behalf of the board without the Boards permission as long as it stays within the guidelines of the policy statement. Anything that would fall outside of that statement, she would need to reach out to the Board.

b. Jeri Holmes suggested that the entire board come up with the policy statement. She also suggested a third- party professional facilitator come in and help with that.

c. Jerry Wright from the Oklahoma Center for Nonprofits stated that he would send the board the center's policy statement so that they can review it.

2. OAPA Committee Assignments 2019/20 – Tara Watson
    - Tara Watson – Everyone was given the committee list to look over. We need to discuss them and vote on them tonight.
    - Erin O'Donnell and Joey Medina stated that they had some people that they wanted to add to the list.
    - Jeri Holmes, stated that the board should vote on the committee list as is tonight. Then the committee chairs can present to the board additional names at a later date.
    - **Motion** to approve the committees made by Alex Garcia; Erin O'Donnell seconds; Motion passes without opposition.

VIII. Old Business

1. OAPA Practice Satisfaction Survey - Jerry Wright, Director of Consulting, Oklahoma Center for Nonprofits
    - A paper copy of the survey and its results were distributed to the board and reviewed.
        a. The following suggestions were made by Jerry Wright regarding the survey.
            - The survey should be made available to the members to show transparency.
            - Board members should take the copy home and read over every page before it is discussed by the board.
    - Board discussed how to present this to the members. It was decided to send to the members in an email before the conference and to continue discussion at the conference. It was also recommended to have a comment box on the app so that members could comment on the survey or submit questions to the board.

Motion to adjourn made by Jeanine Smith; Larry Hytche seconds; Motion passes without opposition.

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August 2019 minutes submitted by Audrey Poole, Administrative Assistants

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August 2019 minutes reviewed and corrected by Susan Thomas, Executive Director

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August 2019 minutes approved by Tara Watson, President

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August 2019 minutes approved by Sara Parr, Secretary

Date approved by the OAPA Board of Directors: _____

Oklahoma Academy of Physician Assistants
EST. 1974

Addendum to August 5, 2019, OAPA Board Meeting Minutes

1. Motion to approve nominees for OAPA awards.

I. An email from Tara Watson was sent out on August 22, 2019, at 8:11 am with motion from the Awards Committee and nominations forms. It was requested to exclude Theresa Gavula during discussion and voting since she was one of the nominees.

II. Motion:

The Awards Committee would like to propose the motion to approve the nominees below for the 2019 OAPA Awards.

PA of the Year: Theresa Gavula, PA-C
Rural PA of the Year: Mary Ward, PA-C
Physician of the Year: Dr. Darren Thomas
Honorary PA of the Year: Frederick Miller, PhD

III. Discussion: The discussion period began on August 22, 2019, at 8:11 am and ended on August 23, 2019, at 8:59 am.

There were comments made to support the list of nominees.

IV. Vote called on August 23, 2019, @ 8:59 am. Motion passed.

Joey Medina – Yes
Erin O'Donnell – Yes
Alex Garcia – Yes
Sara Parr – Yes
Larry Hytche – Yes
Paula Montgomery – Yes
Jennifer Dunning – Yes
Jeanine Smith – Yes
Gavin Christie – Yes
Tara Watson – Yes

2. Motion to send a support letter to CMS proposed rule regarding the PA-physician practice relationship.

I. An email from AAPA regarding COs to support CMS proposed rule changes regarding the PA practice relationship was forwarded to the board by Susan Thomas on August 22, 2019.

II. **Motion:** The below motion was made on August 28, 2019, by Tara Watson and seconded by Gavin Christie.

I make the motion that the OAPA send the attached letter to CMS before the deadline.

III. **Discussion:** An email from Tara Watson on August 28, 2019, at 10:20 pm opened discussion.

Discussion was held, and several comments made to discuss this at the board meeting in September. However, there was not a board meeting scheduled before the deadline to submit the letter.

There were comments made to change the letter and comments to keep letter as written.

No motions were made to modify the letter.

IV. **Vote called on August 29, 2019 @ 10:29 pm. Motion failed.**

Gavin Christie – Yes
John Click – Yes
Paula Montgomery – Yes (8/30 @ 7:54 am) No (8/30 @ 10:47 am)
Jeanine Smith – Yes
Theresa Gavula – Abstain
Alex Garcia – Yes
Sara House – No
Larry Hytche – No
Keith Plummer – Yes
Jennifer Dunning – No
Joey Medina – No
Erin O'Donnell – No
Tara Watson – Yes

3. Motion to support Vaccination Rulemaking Revisions

I. An email from Jan Loftis was forwarded to the board from Tara Watson asking the board to make a decision to support OSMA vaccination rulemaking revisions. The email was sent out on September 21, 2019, at 9:44 am.

II. Motion: The below motion was made on September 21, 2019, at 5:17 pm by Sara Parr and seconded by Alex Garcia.

I make a motion that the OAPA support the following revision to vaccination rules as written

- ***Align OSDH rule to the Centers for Disease Control (CDC) Advisory Committee on Immunization Practices (ACIP) immunization recommendations.***
- ***Based upon best practices in use in other states, modify non-medical immunization exemption request processes to:***
    - ***Include the delivery of public health educational materials from a local health department to the requestor prior to completion of the form;***
    - ***Redirect requestors from a school to a local health department to obtain the form and signatory personnel;***
    - ***Require an exemption form prior to kindergarten as well as prior to middle school (7th grade)."***

III. Discussion: An email from Tara Watson on September 22, 2019, at 8:53 pm that discussion would continue until tomorrow morning.

Discussion was held, and several comments made in favor of the revisions.

IV. Vote called on September 23, 2019 @ 12:07 pm. Motion passed.

Keith Plummer – Yes
Jennifer Dunning – Yes
Sara Parr – Yes
Erin O'Donnell – Yes
Alex Garcia – Yes
Joey Medina – Yes
Elizabeth Disalvatore – Yes
Theresa Gavula – Yes
Tara Watson – Yes
Gavin Christie – Yes
Larry Hytche – Yes
Jeanine Smith - Yes

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August 2019 addendum to the minutes submitted by Susan Thomas, Executive Director

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August 2019 addendum minutes approved by Sara Parr, Secretary

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August 2019 addendum minutes approved by Tara Watson, President

Date approved by the OAPA Board of Directors: _____