Oklahoma Academy of Physician Assistants
May 2020 Board Meeting Agenda
Virtual Board Meeting
May 4, 2020
6:30 – 8:30 pm

Board Members Present: John Click, Tara Watson, Theresa Gavula, Jennifer Dunning, Keith Plummer, Larry Hytche, Sara Parr, Jeanine Smith, Erin O'Donnell, Paula Montgomery, Alex Garcia, Gavin Christie, Elizabeth Disalvatore,

Others Present: Audrey Poole, Susan Thomas, Allison Garrison, Devonna A'Belle, Doug Dewindt, Tyler Powell, Jan Lofits, John Cox, Matt Latham, Melody Yozzo

I. Call to Order – Tara Watson, President

- Call to order: 6:30 pm

II. Approval of Agenda

- **Motion to approve agenda made by Theresa Gavula; Jeanine Smith seconds. Motion passes without opposition.**

III. Consent Agenda

1. Student Advisory Committee Reports
2. Executive Director Report
3. March Board Meeting Minutes

- **Motion to approve consent agenda made by Alex Garcia; Theresa Gavula seconds. Motion passes without opposition.**

IV. Reports

1. Legislative & Governmental Committee – Allison Garrison, Jan Loftis

    - House and Senate has reached a budget agreement. They have a super majority in each body that will pass the budget.
    - The House and Senate have agreed to hear 10 policy bills this session and they have been related to COVID. The OAPA bill, SB1915 is one of the policy bills that will be heard on the house floor this week or the first of next week. There will not be changes to the bill. We have had good grassroots efforts and that is extremely important. We will need to be diligent in reaching out to the legislator at a moment's notice to move this bill forward.
    - Ads have been running on Facebook to modernize the PA Act and to contact your legislator early this morning. AAPA is standing at the ready if we need them.
    - There will be another push when it goes to the Governor's Office.

- The CRNA bill was passed off the house floor today as expected. This bill was part of the 10 bills selected.
- The medical liability bill was passed today and PAs are included in the bill. This is just related to COVID-19. The bill expires in October.

2. CME Meeting – Susan Thomas

- Workshops for conference have been confirmed.
- Discussed membership dues discount rate for conference attendees.
  - **Motion for the discount rate of membership dues to be $50.00 for those who attend the conference made by Jeanine Smith; Keith Plummer seconds. Motion passes without opposition.**
- Discussed September board meeting and the conference schedule.
  - The board decides to have the board orientation sooner and the board meeting on Friday after lunch. The Friday luncheon will be extended 30 minutes and will include a legislative update from Allison and Jan, and will also include Q&A with the board. There will be an opportunity for the members to submit their questions through the conference app.

3. Finance Committee – Paula Montgomery

- February and March reports provided to the board and there were no questions.
- The format of the budget excel sheets will now include page numbers.
- The Finance Committee will be working on the 20-21 budget. The board was asked to contact the committee with any requests that need to be taken into consideration.

4. Governance Committee – Tara Watson

- There have been multiple executive orders come up during the pandemic to allow PA's to better serve. The first couple were in regards to our current bills wording so the board did not need to be contacted. However, during these unprecedented times, we needed to get the board's approval for an Executive Order that had to be submitted to the Governor immediately, so we did not have 24 hours to have an electronic vote. Therefore, board members were called on April 2nd to get their approval before submitting the letter. All board members were contacted and approval received except for Jennifer Dunning who was not available to talk and the student chair of the committee, since there wasn't time for them to meet to discuss their vote. I would now like to ratify the actions of the President at this electronic board meeting in accordance of section 6.7 of our bylaws and have a vote for our corporate records.
- **Motion was made by Tara Watson to approve the April 2, 2020 letter to Governor Stitt recommending actions for PAs responding to COVID-19; Keith Plummer seconds. Roll call vote: Sara Parr-yes; Keith Plummer- yes; John Click-yes; Erin O'Donnell- yes; Paula Montgomery- yes; Larry Hytche-yes; Jeannine Smith- yes; Gavin Christie-yes; Jennifer Dunning- abstained; Alex Garcia-yes; Theresa Gavula-yes; Student Chair-yes. Motion passed.**
- The Governance committee discussed the need to update the bylaws and policies after elections and when we can get together.
- The Governance committee came up with wording to give the President limited power to help make quick legislative decisions during a declared state of emergency that must be done less than 24 hours. This was discussed with the attorney since policy does not allow for a vote to take place less than 24 hours,

and she recommended that we come up with policy for the President. The following policy was read during the meeting and sent to the board through chat message: "*The OAPA Board gives the President the authority to make decisions regarding Executive Orders or legislative actions recommended by the OAPA Lobbyist and the OAPA Leadership & Advocacy Liaison during a declared state of emergency, AND when there is less than 24 hours requested for a decision. The board will be notified within 24 hours of such decisions with available documentation."*

- **Motion made by Jeanine Smith to approve the policy and seconded by Theresa Gavula. Roll Call Vote: Jeanine Smith–yes; John Click–yes; Theresa Gavula–yes; Gavin Chirstie–yes; Alex Garci –yes; Paula Montgomery–yes; Keith Plummer–yes; Erin O'Donnell–yes; Jennifer Dunning–yes; Sara Parr–yes; Student Chair – yes. Larry Hytche stepped out to see a patient and did not vote. Motion Passed.**
- Board evaluations will be sent out in June. Employee evaluations will be done in June.

V. President's Report

- I wanted to say how much I appreciate you all. This wasn't how I wanted to end my final board meeting. I hope to see everyone in person soon. This has been a very interesting year to say the least. It's been a very productive year, hard year, fun year and a learning experience and I thank you all so much.

VI. Old Business

- None

VII. New Business

- None

VIII. Governance Committee Continued Report - Tara Watson

- Board members were asked to leave who were on the ballot.
- A quorum was declared that 7 board members were still present.
- The ballot was reviewed.
- No further discussion.

  Motion to accept the ballot as written made by Keith Plummer; John Click seconds. Roll call vote: Gavin Christie–yes; John Click–yes, Keith Plummer-yes; Paula Montgomery–yes; Sara Parr–yes; Tara Watson-yes; Student Chair – yes. Motion passed.
- The ballot will need to be viewed for 30 days before voting opens. A conference call will be scheduled to discuss the ballot with the membership.
- Members who submitted a board application and did not get selected for the ballot will be called and encouraged to join a committee.
- Board members were asked to contact Tara Watson or Gavin Christie to let them know what committees they are interested in and if they have recommendations for committee members.
- Student elections will be pushed back until September or October. Elizabeth Disalvatore will continue to be the student rep until they do their elections.
- The Tulsa PA Program has not established how they are going to elect their new officers.

- **Motion to adjourn by Gavin Christie; Keith Plummer seconds. Meeting adjourned at 7:54 pm.**