Oklahoma Academy of Physician Assistants
September 2021 Board Meeting Minutes
Bear Room/Convention Center
Hard Rock Hotel & Casino, Catoosa, OK
September 29, 2021; 5:30 pm

Board Members Present: Crystal Fredrickson, Christy Niehues, Sarah Tysko (via phone), Jeff Burke, Gavin Christie, Nicole Mason, Saura Douglas, Jennifer Putnam, Natasha Simonson, Erin O'Donnell, Keith Plummer, Alex Garcia, Don Guthrie, Malyke Bray (voting for student committee)

Others Present: Susan Thomas, Audrey Poole, Allison Garrison

I. Call to Order 5:42 pm

II. Approval of Agenda
- **Motion to approve agenda made by Saura Douglas; Alex Garcia seconds. Motion passes without opposition.**

III. Consent Agenda
1. July 12, 2021 Board Meeting Minutes Approval
2. Addendum to July 12, 2021 Board Meeting Minutes Approval
3. Student Reports
- **Motion to approve consent agenda made by Keith Plummer; Saura Douglas seconds. Motion passes without opposition.**

IV. Reports
1. Legislative & Governmental Affairs Committee – Crystal Fredrickson, Allison Garrison,
- The Legislative & Governmental Affairs committee would like to move forward with three goals this year.
    - 1. To try and get PAs on the board with OSMB with a goal for three PAs.
    - 2. Move forward with legislation that will allow PAs to sign death certificates.
    - 3. Move forward with legislation that will allow federally employed PAs to fall under federal jurisdiction.
- **Motion from the Legislative Committee to move forward with trying to get at least 3 PAs on the board with the OSMB, legislation that will allow PAs to sign death certificates, legislation for federally employed PAs to fall under federal jurisdiction.**
    - **Voting as followed: Gavin Christie – Yes, Christy Niehues – Yes, Saura Douglas – Yes, Nicole Mason – Yes, Jennifer Putnam – Yes, Jeff Burke – Yes, Natasha Simonson –**

Yes, Keith Plummer – No, Don Guthrie – No, Alex Garcia – No, Crystal Fredrickson – Yes, Erin O'Donnell – Yes, Sarah Tysko – Yes, Malyke Bray – Yes.

- The board reviewed the new lobbing contracts that were submitted by Jan Loftis.
    - **Motion from the Legislative Committee to keep Lobbying Team with the budget to be discussed by the Finance Committee.**
        - **Voting as followed: Gavin Christie – Yes, Christy Niehues – Yes, Saura Douglas – Yes, Nicole Mason – Yes, Jennifer Putnam – Yes, Jeff Burke – Yes, Natasha Simonson – Yes, Keith Plummer – No, Don Guthrie – Yes, Alex Garcia – Yes, Crystal Fredrickson – Yes, Erin O'Donnell – Yes, Sarah Tysko – Yes, Malyke Bray – Yes.**

2. CME Committee – Saura Douglas, Susan Thomas
    - Saura Douglas – The conference is going well. The virtual option is going good too. The conference is the only CME opportunity that we offer. We were thinking about an ultrasound workshop at the next conference.

3. Executive Director's Report – Susan Thomas
    - I received the contract back from River Spirit for the conference in 2023 with changes requested. The layout will be the same as before.
    - **Motion to approve River Spirit for the 2023 conference made by Keith Plummer; Gavin Christie seconds. Motion passes without opposition.**
    - Susan Thomas, Audrey Poole, and Don Flinn had a meeting with the OSMB regarding CME. They are requiring that all CME entries have a certificate. We have made that a required field in the OAPA database. They will be updating the old rules.

4. PR Committee – Natasha Simonson
    - Referred to the email that was sent with the PR Committee Goals. These goals were stated at the General Membership Meeting as well. We are looking into the text messaging options a little more and reading all the fine print. We are still working on proposals from different PR firms. We will keep everyone updated.

5. Social Committee – Erin O'Donnell
    - I gave the update at the General Membership Meeting

6. Governance Committee – Erin O'Donnell
    - **Motion from the Governance Committee that all OAPA's employees to be salaried, (Audrey Poole, Susan Thomas, Allison Garrison) and include retirement at 6.5 % and a taxable bonus to be determined. Continue with current contracted PTO, and sick leave. In addition, Audrey Poole to receive a 10% increase, and Susan Thomas a 5% increase. This will be effective as of July 1, 2021.** *(Note: Allison Garrison, Audrey Poole, Susan Thomas left the room during discussion and voting.)*
        - **Voting as followed: Gavin Christie – Yes, Christy Niehues – Yes, Saura Douglas – Yes, Nicole Mason – Yes, Jennifer Putnam – Yes, Jeff Burke – Yes, Natasha Simonson – Yes, Keith Plummer – Yes, Don Guthrie – Yes, Alex Garcia – Yes, Crystal Fredrickson – Yes, Erin O'Donnell – Yes, Sarah Tysko – Yes, Malyke Bray – Yes. Motion passes without opposition.**

7. Finance Committee – Don Guthrie
    - Reviewed the financial statement and budget. The budget is close to last years. We are looking into getting CDs for the savings funds.
    - **Motion from the Finance Committee to approve the 2021-2022 budget.**
        - **Voting as followed: Gavin Christie – Yes, Christy Niehues – Yes, Saura Douglas – Yes, Nicole Mason – Yes, Jennifer Putnam – Yes, Jeff Burke – Yes, Natasha Simonson – Yes, Keith Plummer – Yes, Don Guthrie – Yes, Alex Garcia – Yes, Crystal Fredrickson – Yes, Erin O'Donnell – Yes, Sarah Tysko – Yes, Malyke Bray – Yes. Motion passes without opposition.**

V. New Business
- None

VI. Old Business
1. OAPA Committee Changes – Erin O'Donnell
    - **Motion to approve Natasha Simonson to join the Finance Committee and Saura Douglas to the CME Committee made by Erin O'Donnell; Gavin Christie seconds. Motion passes without opposition.**

VII. Adjourn – 7:46 pm