



WSATA Business Meeting Minutes  
NWATA Annual Meeting and Clinical Symposium – Portland OR  
March 23, 2018

The meeting was called to order at 4:09pm and the WSATA Hall of Fame members were recognized.

The meeting minutes were distributed to membership earlier in the week. A motion to approve the minutes from the WSATA Business Meeting in April 2016 from NWATA Meeting in Tacoma, WA was initiated and seconded. **The motion carried unanimously.**

Jen Carrol introduced various guest from the NATA including:

- a. NATA President – Scott Sailor
- b. NATA President-elect - Tory Lindley
- c. NATA Foundation – Skylar Gorman
- d. NATA Executive Director - Dave Saddler
- e. NATA Governmental Affairs – Amy Callender

Jen Carrol thanked Anne Taylor and DJO for their ongoing support of our state meeting in June.

Numerous WASTA members are being recognized at many levels. The individuals are as follows:

- a. NATA Hall of Fame – Marty Matney
- b. NATA Athletic Training Service Award – Kasee Hildenbrand
- c. NWATA New Horizons Award – Lisa Kenney
- d. NWATA Service Award – Jen Stueckle, Cynthia Wright
- e. WSATA Recognition – Rick O’Leary, Chris Potvin, Lorrie Howe
- f. WSATA Difference Maker Award – Tamra Patton, Joel Buffum
- g. WSATA Excellence in Service Award – Rob Scheidegger, Katy Pietz
- h. WSATA Physician Award – Dr. Deborah Smith

Each Regional Representative was introduced including Region 1-Jill Harvill and Region 3-Kerry Gustafson. It was re-iterated to the membership to register with Go4Ellis.com for per diem work; this will be opened in Washington State once 10% of ATs are registered on it.

The Financial Report is below.

	2018	2017	2016	2015	2014	2013
<b>CHECKING</b>	\$28,477.03	\$20,792.04	\$17,264.82	\$12,035.26	\$12,245.26	\$28,826.39
<b>SAVINGS</b>	\$12,455.51	\$12,451.74	\$12,447.97	\$12,444.19	\$12,443.58	\$12,439.32
<b>TOTAL</b>	\$40,932.54	\$33,244.14	\$29,712.97	\$24,479.45	\$24,688.84	\$41,265.71

Membership numbers are stated below, updated at 3/1/2018.

	2013	2014	2015	2016	2017	2018
Certified	453	541	490	489	538	534
Associate	4	9	2	5	2	4
Retired Certified	23	26	30	37	37	42
Retired Associate						1
Honorary	4	6	4	4	4	4
Student UG	101	119	87	89	103	109
Student Graduate	3		7	7	6	11
Student Certified	14	25	21	11	11	7
Career Starter	34	27	27	38	38	32
<b>TOTAL</b>	<b>636</b>	<b>753</b>	<b>668</b>	<b>680</b>	<b>739</b>	<b>744</b>

Jen Carrol discussed the following points in her President’s Report.

- a. Jen discussed the importance of continuing to hold ourselves and our colleagues accountable. The Board can facilitate with the reporting process but ultimate it is up to the member who witness the action to report.
- b. Jen thanked Lorie Howe for her service on the Secondary School Committee. There will be a call for a new chair after the meeting. After a new chair is established, there will be call for committee members based on the regional breakup of the WIAA.
- c. WSATA did recently support new legislation regarding PTs as this didn’t affect the ability of ATs to perform their duties. WSATA is working with DOH on having ATs added to requirement for Suicide Prevention Training. At this time, the practice act for Washington State will not be reopened; but the organization will continue to monitor this to see when and if the practice act needs to be reevaluated.

Rick O’Leary discussed the following points in his Vice President’s Report and Secondary School Athletic Trainers’ Report.

- a. Rick will be presenting to Northwest EMTs on collaborating with ATs in injury management situations this month.

- b. Encouraged ATs to continue to hold each other to professional and ethical standards.

## **WSATA Committee Chairs**

### **Governmental Affairs Committee-Dana Gunter**

WSATA followed 2 bills closely in this last session: HB 2311 and HB2446.

- a. HB2311 would have limited the frequency of PPEs; WSATA and several other Secondary School Groups were against. This bill did not progress.
- b. HB2446 allowed PTs to increase oversight of assistive personnel. As this had no adverse effects to ATs in the state WSATA signed in favor of this bill. This bill was signed by the Governor on 3/22/19.
- c. If any members have any issues or concerns please contact Dana Gunter, Jen Carrol or your Regional Representative.

### **Committee on Practice Advancement-Chris Potvin**

Chris Potvin continues to work with lobbyist Charlie Brown regarding further audiences with third party reimbursers, particularly Regence and Aetna.

Chris Potvin is the Western Regional Coordinator for the National Third Party Reimbursement Initiative. This group will meet in April to set directives for the 4 national coordinators.

### **Public Relations—Lisa Kenney**

The Safety in Football Campaign was an overwhelming success; if members are interested in participating please contact Lisa Kenney.

If members would like to purchase WSATA stickers you can see Lisa Kenney or Chandra Lovejoy after the meeting. You can also go on the WSATA website to find links for the stickers and WSATA clothing.

### **Continuing Education Committee—Jason Hand and Todd Yamauchi**

The goal of the CEC is develop broader involvement across clinical settings, state, and professions for upcoming meetings.

The State Meeting will be on July 21<sup>st</sup> at the Don James Center in Husky Stadium. A call for proposals will go out in the next few weeks.

### **Honors and Awards-Ciara Ashworth**

The first Difference Maker Award was given this year. At this time, the nominations for Hall of Fame are not being taken as the criteria is being re-worked to be more in line with NWATA and NATA.

There was no old business discussed.

## New Business

Multiple Bylaw have been proposed by the Executive Board and were distributed to the membership 3 weeks prior as stated in WSATA Bylaws. The included the following:

- a. Bylaws Change Article 4.2b, 4.3, 4.4c
  - a. Board of Directors-Elections
    - i. All nominations for Board of Directors positions shall be submitted to the ~~Elections Officer~~ Elections Committee Chair a minimum of three (3) weeks after the call for nominations. The Election Committee will narrow the list of nominated individuals to two (2) candidates. The ~~Elections Officer~~ Elections Committee Chair will determine the eligibility of the nominee, and then inform the membership of the nominees for each office by as soon as possible after the nomination period and before the NWATA/District 10 Annual Meeting, WSATA Business Meeting or electronic vote. A simple majority of the returned ballots is required for election. Results of the election will be made public to the membership at the Annual meeting and the newly elected officer also assumes duties at that meeting.
  - b. Board of Directors—Qualifications
    - i. Certified and Student-Certified members in good standing with the National Athletic Trainers' Association, Board of Certification and have a National Provider Identification number may be elected to positions on the Board of Directors.
  - c. Board of Directors—Number and Term
    - i. ~~For election purposes, the board of directors shall be divided into three (3) classes with one or two officers and one (1) Region Representative. Class pairings are as follows:  
Class 3: President and Region I Representative  
Class 2: Vice President, and Region II Representative  
Class 1: Secretary, Treasurer and Region III Representative~~  
Elections shall be held according to established term schedule in the WSATA Policies and Procedures Manual and according to the listed term lengths and limits for each position.
- b. Bylaws Change Article 5. 3b
  - a. Past President—Functions and Responsibilities
    - i. Serve as ~~nominating/elections committee chair~~ Elections Committee Chair and Parliamentarian for business meetings.
- c. Bylaws Change Article 6.2
  - a. President—Term of Office
    - i. ~~Three (3) years until he/she succeeds to the office of Past President or until a successor is elected.~~ Elected for a three (3) year term until he/she succeeds to the office Past President. May be elected to a second term of two (2) years. May not serve more than two (2) consecutive terms. Once

succeeded as President then serves one (1) year as Past-President or until succeeded.

- d. Bylaws Change Article 7.2
  - a. Vice President—Term of Office
    - i. Section 2. Term of Office. Elected for a ~~three (3)~~ **two (2)** year term and may not serve more than two (2) consecutive terms.
- e. Bylaws Change Article 8.2
  - a. Secretary—Term of Office
    - i. Section 2. Term of Office. Elected for a ~~three (3)~~ **two (2)** year term and may not serve more than two (2) consecutive terms.
- f. Bylaws Change Article 9.2
  - a. Treasurer-Term of Office
    - i. Section 2. Term of Office. Elected for a ~~three (3)~~ **two (2)** year term and may not serve more than two (2) consecutive terms.
- g. Bylaws Change Article 15.3, 15.4 15.6
  - a. Administrative and Financial Provisions—Books and Records
    - i. Section 3. Books and Records. **The corporation shall keep at as its registered office located at Washington State University Athletic Training Room, PO BOX 641602 Bohler Athletic Complex M-4, Washington State University, Pullman, Washington, 99164. The following will be kept in the possession of the current secretary and treasurer: including the following:** current articles and bylaws; a record of members, including names, addresses and classes of membership, if any; correct and adequate records of accounts and finances; a record of officers' and directors' names and addresses; minutes of the proceedings of the members, if any, the board, and any minutes which may be maintained by committees of the board. Records may be written or electronic if capable of being converted to writing.
  - b. Administrative and Financial Provisions—Record Retention
    - i. Section 4. Record Retention  
**To comply with legal requirements and standard business practice, WSATA policy is to dispose of and store business documents according to the schedule below.**  
**Documents to be retained for the *life of the organization*:**
      - a. Tax returns
      - b. Financial statements (audited)
      - c. General ledgers
      - d. Income tax filings and payment records
      - e. Fixed asset records
      - f. Legal files and documents relating to organization
      - g. Minutes of Board of Directors meetings
      - h. Minutes of committee or task force meetings**Documents to be retained for *seven years*:**  
**(After three years, these should be stored offsite, with the destruction date listed on the carton)**
      - a. Cancelled checks and bank statements

- b. Bank reconciliations
- c. Vendor invoices
- d. Monthly un-audited financial statements
- e. Contracts (after expiration date)

Documents to be retained for three years:

- c. Administrative and Financial Provisions-Amendment of Bylaws
  - i. Section 6. Amendment of Bylaws. These bylaws may be altered, amended or repealed by the affirmative vote of a majority of the membership at the membership business meeting or by electronic vote. Technical corrections to the bylaws and constitution, such as spelling and formatting, may be made by majority vote of the board of directors. All proposed amendments to the Constitution or By-laws shall be submitted in writing (via written or electronic mail) to the Board of Directors at least six (6) weeks in advance of online voting. The Secretary shall distribute copies of the proposal to all voting members at least three (3) weeks in advance of online voting through either email or website communication. A proposed amendment to the Constitution or By-laws that has been properly submitted requires a majority online approval of the voting membership and shall be necessary for the adoption of said amendment.
- h. Bylaws Added
  - a. Article 16—Prohibition Against Sharing In Corporate Earnings
  - b. Article 17—Investments
  - c. Article 18—Indemnification

**A motion was made and seconded that the Bylaw changes and additions approved. There was no discussion. Motion passed unanimously.**

The elections closed today for Vice President and Region 2 Representative. Ciara Rink was elected Vice President and Jodee Roberts was elected Region 2 Representative.

Jen Carrol and the organization recognized Rick O’leary, outgoing Vice-President, and Chris Potvin, outgoing Region 3 Representative, for their service to the organization.

**Meeting was adjourned at 4:58pm.**

**Minutes were submitted by Erin Rutledge, WSATA Secretary 4/11/2018**