

Ohio Association of Physician Assistants
Board of Directors Meeting Minutes
April 11, 2024

The OAPA Board of Directors convened at the Sheraton Suites Cuyahoga Falls, with some participants attending virtually via Zoom. Present were Board members Freado, Hart, Marangoni, McDiffett, Irwin, Fitzgerald, Talboo, Cubra, Izsak, Brown, Mathur, and Bixel. Not present was Board member Gavin. Also present were Student Representative-Elect Patel, Committee/Subcommittee Chairs Sitttek, Roane, Gorzitze-Maxey, Pagel, and Meyers, AAPA Delegates Bowlby, Hirkula, Pagliaccio, Roxas, Thompson, and Urena, 6 SCSRs, and Executive Director Vanneman.

President Freado called the meeting to order at 4:41 p.m. A quorum was present.

President Freado welcomed all and invited introductions. He shared appreciation for their service to advance PA practice and improve patient care and reiterated that every voice has value in our meetings.

Secretary-Treasurer Irwin introduced the January 13, 2024 board of directors meeting minutes.

ACTION: Motion to approve the minutes. The motion carried.

President Freado introduced the strategic goals developed through the February 2024 strategy session:

1. *Achieve legislative victories for Ohio PAs by holding a PA Advocacy Day at the Ohio Statehouse to actively engage with legislators and stakeholders.*
2. *Develop a structure for educational programming to deliver fresh, high-quality live and on-demand programs and events that educate and inspire while driving revenue.*
3. *Target a 10% increase in membership year-over-year to develop a larger, more engaged membership base that amplifies our advocacy impact and drives essential revenue.*
4. *Strengthen ties with Ohio PA programs to foster lasting connections with future PAs.*
5. *Continue our journey with fiscal responsibility to diligently manage resources, ensure transparency, and adhere to best financial practices for financial stability and success.*

Discussion ensued regarding various aspects of, and action items related to, these strategic goals.

Secretary-Treasurer Irwin reviewed the financial report materials for the period January 1-March 31, 2024 (narrative summary, statement of financial position, and statement of activity). She noted that the money market account was closed in favor of a higher interest bearing certificate of deposit with a 7 month term.

ACTION: Motion to approve the financial report. The motion carried.

Executive Director Vanneman introduced a proposal, provided in the pre-read materials, to secure a no annual fee business credit card for OAPA through Huntington Bank. This would allow for easier payment of OAPA expenses while delivering a new revenue stream through 1% cash back on all purchases.

ACTION: Motion to approve the acquisition of a business credit card to be used by the Executive Director to make purchases on the organization's behalf, in accordance with existing spending policies. The motion carried.

Executive Director Vanneman introduced draft Guidance on the Adoption of Position Statements. The intent is to help OAPA leadership make decisions on when, if, why, and how to make statements on issues within the public discourse that intersect with PA practice. The board was asked to review the draft document and provide feedback, with the aim to vote on a final version at the July 2024 meeting.

Vice President McDiffett introduced proposed edits to the OAPA policy manual. She outlined the process she followed and sources she referenced to develop the edits and the plan for organizing the manual. She noted the major changes and next steps for future policy documents still to be updated.

ACTION: Motion to approve the revised policy manual. The motion carried.

Vice President McDiffett discussed the progress on OAPA nominations and elections, thanking President Freado, Student Representative Bixel, and Chair Roane for their participation on the Election Committee. The eligibility of candidates has been verified. The intention is to approve single slate candidates at the April 12 Membership Meeting with an electronic ballot to follow April 17-May 1 for contested positions.

ACTION: Motion to approve the slate of candidates. The motion carried.

A point of information was raised suggesting a motion to approve the slate is not necessary.

Vice President McDiffett added that the Student Representative-Elect nomination and election process was also being planned in collaboration with Student Representative Bixel.

In the absence of Membership Chair D'Alessandro, Executive Director Vanneman discussed the membership dashboard provided in the pre-read materials. She stated that she will be working with the membership data to better code New Graduate members, improving post-transaction messages, developing onboarding outreach for new members, and continuing to actively pursue renewal revenue.

President Freado introduced the government affairs update, noting the potential positive and negative impacts of engagement with peer organizations. He invited the group to notify Executive Director Vanneman of any opportunity to engage with legislators or desire to become a key content expert for OAPA to turn to when legislative needs arise. Government Affairs Committee Chair Pagel announced that the PA Compact is now active with 7 states. Ohio continues to pursue SB 28 to join the compact, and the bill has passed the Senate and has a good chance to pass the House and be signed into law in 2024. She reviewed the status of other active legislation and discussion ensued.

In other business, President Freado stated that a prior Ohio resolution to the AAPA House of Delegates pertaining to developing Healthcare Administrator Competencies is now underway, and that anyone interested in engaging with this work should contact him for more information.

President Freado indicated that he and President-Elect Hart are planning the presidential transition.

Chief Delegate Pagel shared the OAPA delegation's plans for the AAPA HOD meeting in May. Ohio worked with Tennessee to develop a resolution proposing a task force to evaluate the composition of the AAPA board. Ohio also proposed a resolution to add a link at the end of AAPA membership applications to constituent organizations to encourage more OAPA (or applicable state) memberships. The packet of resolutions has yet to be distributed but the delegates will inform the board of any concerns upon review.

Student Affairs Committee Chair Fitzgerald announced the PA OlymPACs on June 29, 2024 at Ohio Dominican University. He requested funding to cover more food options. The existing budget does not align with the event's needs. He was asked to develop an itemized budget for a future electronic vote.

Vice President McDiffett noted discrepancies in the Bylaws amendments as approved by the board in January and presented to the membership for awareness in February in the lead up to the vote at the April 12 Membership Meeting. The wording in the amendments was not aligned with the spirit of intent on a matter related to the New Graduate membership category. A point of information was raised that nothing can be changed at this time given the requirements for Bylaws amendments. As such, an additional round of amendments will likely be sought later in 2024.

President Freado summarized the meeting and shared his optimism for the rest of his term and the transition ahead. He reiterated OAPA's need for growth, influence, and strong community-building.

There being no further business, the meeting adjourned at 6:30 p.m. The next meeting is July 13, 2024.

Ohio Association of Physician Assistants
Report on Interim Board of Directors Actions
April-July, 2024

The OAPA Board of Directors took action on two matters between the April 2024 board meeting and July 2024 board meetings. According to Bylaws Article VI, Section 8:

Action by Unanimous Written Consent. *Any action required to be taken at a meeting of the Board of Directors or any action which may be taken at a meeting of the Board of Directors may be taken without a meeting if a consent in writing, setting forth the action so taken, is signed by all of the directors entitled to vote with respect to the subject matter thereof. A director's consent to action taken without a meeting may be in electronic form and delivered by electronic means.*

The first matter was regarding Devvin Cubra, Region 4 Director, departing early from the OAPA Board of Directors due to an out of state move. Given Devvin's departure, the Board of Directors was permitted to appoint an officer to fill the vacancy (per Bylaws Article VI, Section 11). The Elections Committee presented a single slate for this position of Courtney Bishop, PA-C. Courtney was recently elected to the Region 4 Director position and her term was set to start July 1, 2024. The Elections Committee, with support of President Freado, recommended the Board appoint her to the role to begin June 1 to complete the final month of Devvin's term and then begin her elected term on July 1, 2024.

ACTION: The motion to approve the appointment of Courtney Bishop to begin her board term on June 1 rather than July 1, 2024, was approved on May 13, 2024, by unanimous written consent.

The second matter was regarding the 2024 PA OlymPacs to take place on Saturday, June 29, at Ohio Dominican University. The Student Affairs Committee broached a new budgetary request during the April 2024 board meeting and was asked to return with an itemized budget for electronic vote. After revisiting all event details and considering methods to keep costs down (e.g., self-catering), a revised budget was developed and presented by the Student Affairs Committee, with support of President Freado.

ACTION: The motion to approve the revised 2024 PA OlymPacs budget was approved on May 29, 2024, by unanimous written consent.