

Ohio Association of Physician Assistants
Board of Directors Meeting Minutes
July 13, 2024

The OAPA Board of Directors convened via Zoom. Present were Board members Hart, Rotuno, Freado, McDiffett, Homoki, Fitzgerald, Gavin, Talboo, Bishop, Keller, Brown, and Patel. Not present was Board member Mathur. Also present were Student Representative-Elect Whittaker, Committee Chairs/Co-Chairs Sittek, Gorzitze-Maxey, and Bixel, AAPA Delegates Bowlby, Pagliaccio, Thompson, and Richardson, 2 SCSRs, and Executive Director Vanneman.

President Hart called the meeting to order at 9:02 a.m. A quorum was present.

President Hart welcomed all and took a roll call. He congratulated the newly elected leaders: Clayton Rotuno (President-Elect), Kristin Homoki (Secretary-Treasurer), Natalie Talboo (Region 3, *reelected*), Courtney Bishop (Region 4), Emily Keller (Region 5), Romal Patel (Student Representative), Allyson Whitaker (Student Representative-Elect), and Josanne Pagel (AAPA Delegate, *reelected*). He thanked those who recently left the board: Jennifer Marangoni (Immediate Past President), Melissa Irwin (Secretary-Treasurer), Devvin Cubra (Region 4), Kelly Izsak (Region 5), and Daniel Bixel (Student Representative). Additionally, he thanked Executive Director Vanneman for her work to help provide orientation to new board members and support the transition.

Secretary-Treasurer Homoki introduced the April 2024 board of directors meeting minutes and report on interim board actions from April to July 2024.

ACTION: Motion to approve the minutes and report on interim board actions. The motion carried.

President Hart revisited 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.*

Through discussion of the goals, President Hart:

- encouraged participation in the AAPA Leadership and Advocacy Summit;
- anticipated pursuit of an AAPA advocacy grant;
- announced the soon-to-be-signed PA Licensure Compact SB 28 and the passing of SB 81;
- thanked Education Chair Gorzitze-Maxey for recent live virtual programming;
- explained that future conferences may move around the state (but 2025 Pharmacology will not);
- stressed his desire for strong Annual Conference attendance by the volunteer leadership;
- reiterated the need for leadership support of membership for growth, engagement, and retention;
- forecasted the topics of interest for the PA Program Director Town Hall on Aug 5; and
- revisited the concept of financial stewardship and planning.

Secretary-Treasurer Homoki reviewed the financial report materials for the period through June 30, 2024 (narrative summary, statement of financial position, and statement of activity). She noted that revenue and expenses are higher year over year, the CD will mature in October and so a decision will be made about it at the September meeting, and that OAPA now has a credit card for organizational purchases.

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

President Hart reviewed his planned committee chair appointments: Awards - Jenny Brantingham, Communications - Michal Sittek, Diversity - Karen Roane, Education - Adrian Gorzitze-Maxey, Government Affairs - Josanne Pagel, Membership - Kara Frey, Public Relations - Michell McDiffett, Reimbursement - Clayton Rotuno, Student Affairs - Tyler Fitzgerald and Daniel Bixel (Co-Chairs). Also, committees with automatic appointments include Bylaws (Vice President) - Michell McDiffett, Elections (Vice President) - Michell McDiffett, and Ways and Means (President-Elect) - Clayton Rotuno

ACTION: Motion to confirm the 2024-2025 Committee Chairs. The motion carried.

Vice President McDiffett proposed revisions to the Policy Manual, including grammatical and formatting edits, changes to align with other governing documents, the addition of a periodic review schedule, affirmation of the presidential trio service on the Awards Committee, and removal of the three month time period on membership for scholarship applicants. It was discussed that the Awards Committee will need to evaluate how to verify that students are in good standing based on GPA without a completed term.

ACTION: Motion to approve the revised Policy Manual. The motion carried.

Vice President McDiffett proposed revisions to the Officer Job Descriptions, including grammatical and formatting edits, simplifications, and changes intended to ensure congruence with other policy.

ACTION: Motion to approve the revised Officer Job Descriptions. The motion carried.

Vice President McDiffett anticipates soon proposing a contract performance review governing document.

In the absence of Government Affairs Committee Chair Pagel, Past President Freado and AAPA Delegate Bowlby (both of whom are also on the Government Affairs Committee with L. Pagliaccio, M. Dombrowski, D. Bixel, and N. Hart), broached the proposal to launch an RFP process for a new lobbyist/lobbying firm. OAPA has not evaluated or bid out its lobbying services in many years. This is an opportunity to ensure that we are achieving legislative success through a favorable, financially-prudent contract. The search group will be led by Pagel and Bowlby and will work to have a new contract in effect on January 1, 2025. The current lobbying firm, Bricker Graydon, has been informed and invited to submit a bid.

ACTION: Motion to approve the launch of the OAPA lobbyist search process, effective immediately. The motion carried.

Executive Director Vanneman summarized Annual Conference planning to date, requesting leadership support for identifying potential sponsors, spreading the news to potential attendees by word of mouth and on social media, and encouraging full attendance by board, committee chairs, and delegates.

In other business, President Hart requested that volunteer leaders take photographs during in-person events (e.g., regional dinners) and share them with OAPA for coverage on OAPA social media.

Vice President and Public Relations Chair McDiffett added that PA Week is approaching in October. She invited ideas for celebrating the profession and requested additional volunteers for her committee.

Executive Director Vanneman reminded committee chairs to submit rosters of their committee members.

President Hart encouraged the group to present about OAPA to their health systems and to request a slide deck from OAPA in preparation.

Education Chair Gorzitze-Maxey updated his written report that a webinar has been confirmed for November 12 at 7 p.m. on the topic of obesity medicine, to be presented by a pharmacist and a physician.

President Hart summarized the meeting and shared his appreciation and optimism for the momentum.

There being no further business, the meeting adjourned at 10:19 a.m. The next meeting is September 26, 2024. President Hart will follow up with board members to conduct 1-on-1 meetings in the interim.