Minutes of ACAPE Board Minutes November 8, 2018 - 11/08/18

Date and time: 11/08/18 08:00 am to 11/08/18 09:30 am

Present: Sandy Brooks, Barb Sanders, Mike Sheldon, Nancy Reese, Emmanuel John, Jim Farris, Mary Blackinton, Scott Ward, Scott Davis, John Buford

CC: Susan Appling, Scott Burns

Location: Dial: 1-888-407-5039 and enter code: 53376704 #
Join Online: http://apta.adobeconnect.com/acaptboard/

Topics

1. Welcome and Introductions - presenter Barb Sanders 8:00am

1-1. Establishing a Quorum

[Note] Board Quorum established. Other attendees at the meeting include: Susan Appling, and Debbie Ingram (ELC Program Committee), Donna Applebaum (NCCE)

1-2. Conflicts of Interest

[Note] No conflict of interest reported

1-3. Antitrust Compliance Guidelines

[Note] Barb provided a friendly reminder that ACAPE does not participate in antitrust conduct and adopts ACAPE’s Antitrust Compliance Guidelines as a core principle.

2. Approval Minutes from Previous Meeting

[Decision] October 11 board meeting minutes approved

3. Consent Agenda

[Decision] Consent agenda approved

[Decision] Simulation Panel to be added to new business

4. Treasurer's Report

[Decision] The board reviewed the September 2018 reports and draft 2019 budget

5. ACAPE Business

5-1. ELC Report (Debbie Ingram)
5-2. ELP Update (Scott W. and Nancy)

Note: Scott Ward reported on the last ELP Meeting to the Board.

5-3. Clinical Education Strategy Meeting Report (Donna)

Note: Donna Applebaum presented a report to the Board.

5-4. April board retreat dates reminder (Barb)

Note: Barb reminded the board to save the dates of April 18-19, 2019 for a 1.5 day board retreat. There were no conflicts.

5-5. Proposal for a Strategy Meeting on Excellence Criteria (Nancy)

Decision: Board moved and voted to approve the proposal.

5-6. Strategic Plan Review (Barb)

Decision: This discussion has been tabled to a future meeting.

5-7. Recommendation for a Task Force to Conduct an Organizational Assessment to Establish a Vision for ACAPT's Future (Sandy)

Decision: This discussion has been tabled to a future meeting.

5-8. PTCAS Meeting Report (Mike)

Note: Mike provided a brief verbal update.

5-9. Liaison to the Education Leadership Institute (Barb)

Decision: The Boarded voted to appoint Jill Heitzman to be ACAPT liaison to ELI.

5-10. CSM Booth Assignments (Sandy)

Note: Sandy encouraged the board to sign up for a time slot at the booth with particular focus on unopposed times.

6. New Business

7. Upcoming Meetings
Jan 10 - Board conference call, 8:00-9:30am EST (should we cancel?)
Jan 22 - Board Meeting at CSM, 10am-4pm
Jan 23 - Roundtable Liaison Meeting at CSM, 5:00-7:00pm
Jan 24 - Alumni Reception, invitation only at CSM, 5:00-6:30pm
Feb 14 - Board conference call, 8:00-9:30am EST
March 14 - Board conference call, 8:00-9:30am EST
April 7-8 - Tentative dates for an Outcomes Strategy Meeting at APTA
April 18-19 - Board retreat

8. Future Deadlines

Note: Dec 3 - reports due for Dec 13 board meeting

9. Notes

Note: Sandy will be out of the office on the following dates:
Nov 21-23
Dec 24-Jan 1
May 25-31

10. Adjourn

Note: The Board adjourned at 9.36am EST