

# Minutes of ACAPT Board Minutes June 11, 2020, 1:00 - 4:00pm EST - 06/11/20

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**Date and time:** 06/11/20 01:00 pm to: 06/11/20 04:00 pm

**Present:** Sandy Brooks, Barb Sanders, Mike Sheldon, Nancy Reese, Emmanuel John, John Buford, Peter Altenburger, Mary Dockter, Mary Blackinton, Scott Davis

**CC:** Mark Reinking, Julia Chevan, Marie Johanson, Lori Bordenave, Susan Appling

**Location:** virtual meeting

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## Topics

### 1. Welcome and Introductions

**Note** Meeting started at 1.01pm EST.

#### 1-1. Establishing a Quorum

**Note** A quorum was established with Barb, Mike, Nancy, Emmanuel, Scott, John, Mary B., Peter, Mary D. in attendance.

**Note** Barb welcomed Mark Reinking, Julia Chevan, and Marie Johanson, incoming Board members!

#### 1-2. Conflicts of Interest

**Note** No new conflict of Interest was reported.

#### 1-3. Antitrust Compliance Guidelines

**Note** The Board was reminded to avoid discussions that will breach the antitrust guidelines.

### 2. Consent Agenda

**Decision** A motion was moved, and approved by the Board to accept the consent agenda.

**Note** Mike Sheldon asked if there is any information on state of reopening of physical therapy around the country. The Board was informed that the opening is very varied across the nation due to difference of COVID-19 situations.

### 3. Approval of Minutes

**Decision** A motion was moved, and approved, to accept the minutes from last meeting of May 27, 2020.

### 4. Business

#### 4-1. Treasurer's Report

**Note** Nancy Reese presented the Treasurer's report to the Board, as at May 31, 2020, with total liabilities and assets currently at \$1.4 million in total assets.

**Decision** The Board discussed, and reviewed insurance policies to be acquired for ACAPT. Motion was moved to approve the following insurances for ACAPT in preparation for leaving the APTA on July 1, 2020. A motion was moved, and approved by the Board to purchase the following insurances which is estimated at about \$5,000:

- Event Cancellation insurance for this year's ELC.
- Property Insurance: It covers damage or loss to buildings, office equipment, inventory and any other property the nonprofit owns. This is necessary to satisfy our lease requirements.
- Professional Liability: Professional liability insurance is also referred to as errors and omissions insurance. It protects against claims made as a result of a board director's action or inaction.
- Employee practices - covers against claims such as failure to promote, harassment, etc.
- Fiduciary – to cover errors related primarily to retirement plan management and administration
- Cyber – protects businesses, and individuals providing services for such businesses, from Internet-based risks, and more generally from risks relating to information technology infrastructure, information privacy, information governance liability, and activities, etc.
- General Liability: All nonprofit organizations should purchase general liability insurance. It covers against claims made by third parties for bodily injury and property damage that occurs in the course of the nonprofit's operations.
- Directors and Officers Liability: This is another type of insurance that nonprofits should not be without. It provides coverage for management decisions that board directors and officers make. D&O insurance protects the organization and individual board members. D&O insurance policies often include insurance coverage for employment practices liability, which extends to volunteers as well as employees. This coverage protects against claims for harassment, discrimination and wrongful termination.

Note - Workers Compensation will be provided through our HR company.

**Decision** Motion was moved, but not approved, to keep the dues at \$2,500 and provide up to a 20% discount (\$500) to only those indicating they cannot pay the full amount. A new motion was moved and approved to keep the dues at \$2,500.

**Decision** The Board discussed if anything should be cut from the 2020 budget, After some deliberations, the Board decided no action was needed for budget cuts at this time.

**Note** 2021 ELP Budget, generative discussion. The Board reviewed ACAPT's portion of the ELP budget and the actual results from 2018 and 2019.

## 4-2. Policies

**Decision** Motion was moved, and the Board approved an ELP Representative policy.

## 4-3. Simulation Consortium

**Decision** The Board reviewed, and discussed a proposal to create the Simulation Consortium. A motion was moved, and approved by the Board to create the Simulation Consortium.

## 4-4. Leadership Reports

**Decision** Kim Topp, Chair of the Data & Technology Task Force charged with Evaluating Program Outcomes, discussed the task force's report and specific requests to the Board in the process of reviewing technological needs of the various ACAPT consortia, and other components.

The Board thanked the task force for their work which is continuing. The Board will continue to support the work of the Task force

**Decision** Susie Deusinger, chair of the Task Force for the Exploring of the Creation of an Excellence Recognition Model, provided a report to the Board on the work of task force.

Task force Questions for the Board

- How is the task force doing? Are they doing the charge given to them. Answer: The Board continues to value and support the work of the task force.
  - Can the task force explore the possibility of joining the multidisciplinary ASPIRE group? Answer: The Board is not opposed to this idea, but the task force should be aware that it may become challenging if the financial commitment to such program and platform will become limiting.
  - Will the final product of the Task Force work belong to ACAPT or run by an independent body?
- Barb Sanders will further discuss with Susie Deusinger on these and other questions, and report back to the Board thereafter.

**Decision** Emmanuel presented the discussion: ACAPT's executive committee asked the DEI Consortium, "Can you clarify how the definition of diversity is congruent (or not) with the report (and subsequent publications) from the ACAPT task force that worked on this matter?"

The DEI consortium submitted the following response:

The ACAPT DEI Consortium's definition of "diversity" is congruent with that of the ACAPT Diversity Task force. This definition presented in a Board Report on January 4, 2016 in which diversity was defined by the term, underrepresented minorities (URM). The report further clarifies URM in physical therapy education as the racial and ethnic populations that are underrepresented in physical therapy education relative to their numbers in the general population, as well as individuals from geographically underrepresented areas, lower economic strata, and educationally disadvantaged backgrounds.

The Board approves that the DEI Consortium should keep the definition of Diversity as presented by the ACAPT Task force adopted by the Board in January 2016.

**Decision** The Board approved the proposal by the Leadership Academy to charge non-members for access to the ALA Compass in the range of \$40.00-\$50.00.

**Decision** Mary D. and Mary B. presented the request for guidance from the Education Research Committee:

Questions as to how to streamline efforts that the Education and Pedagogy Consortium is starting to implement in terms of educational research mentorship. The Education Research Committee wants to avoid much duplication of efforts with the existing PT Education Research Network.

In the near future, the Board will review the structure of Committees and Consortia, to determine where we may need to streamline activities.

#### **4-5. Motions Forthcoming**

**Decision** Janice Howman presented the NCCE Payment for Clinical Education Task Force position statement and motion to the Board. The motion to support non-monetary benefits to clinical instructors will go to the membership at ELC 2020. A Board member will present this motion at ELC.

#### **4-6. Student Institutional Liaison Concept**

**Decision** The Board decided not to proceed with the creation of an organized process by which to capture and manage a student liaison to each institution, but will encourage the representatives to identify a student while speaking with them during townhalls. The students would be helpful in making sure information from ACAPT newsletters and social media are shared with other students to keep them apprised of ACAPT's activities and their opportunities.

#### 4-7. Marketing Update

**Decision** The Board approved the motion to contract with an experienced vendor to develop, disseminate, and analyze a member survey, with a budget of up to \$12,000.00

**Decision** Eleanor presented to the Board a draft outline for ACAPT's 2020 Annual Report for discussion. The draft outline was approved by the Board.

#### 4-8. House of Delegates Review

**Note** Mike presented a summary review of activities and results from the House of Delegates. All motions that have impact on scope of practice and education were approved by the house.

### 5. Upcoming Meetings

**Note** Board meeting: Thursday, August 13, 8:00-9:30am EST

**Note** Board meeting: September 10, 8:00-9:30am EST

**Note** ELC meeting timeline - currently planning to keep these times regardless of a virtual or F2F event:

1. Board meeting: Wednesday, October 14, 1:00-5:00pm Central
2. ACAPT/APTE Executive Committee meeting: Thursday, October 15, 8:00-9:30am Central
3. Board meeting: Thursday, 10:00am-5:00pm Central (Consortia meeting with the Board from 3-5)
4. Open Forum: Thursday, 6:00-9:00pm Central (tentative - may shift if we do a virtual event)
5. ACAPT Business Meeting: Friday, October 16, 1:30-5:00pm Central
6. ELP meeting: Sunday, October 18, 7:00-5:00pm Central

### 6. Future Deadlines

**Note** August 1: Motions for ELC are due

August 3: agenda items and corresponding reports due for the August 13 Board meeting

September 1: agenda items and corresponding reports due for the Sept 10 Board meeting

September 18: Business meeting agenda and motions disseminated to members

October 1: agenda items and corresponding reports due for the ELC meetings

### 7. Adjourn

**Note** The meeting adjourned at 4.00pm EST