

Minutes of Board meeting minutes, September 10, 2021 - 09/10/21

Date and time: 09/10/21 10:00 am to: 09/10/21 01:00 pm

Present: Sandy Brooks, Mark Reinking, Mike Sheldon, Emmanuel John, Julia Chevan, Peter Altenburger, Scott Davis, Mary Dockter, Marie Johanson, John Buford

Location: The Washington Hilton at 1919 Connecticut Avenue N.W., Washington, DC 20009. We will be in the Morgan Room. Others joined virtually

Topics

1. Welcome and Introductions

Note The meeting was called to order at 10.01am ET. Mark Reinking welcome all in person and who are joining us virtually!

1-1. Establishing a quorum

Note Quorum was established with Mark Reinking, Mike Sheldon, Julia Chevan, Emmanuel John, Peter Altenburger, Mary Dockter, Marie Johanson, John Buford, and Scott Davis in attendance.

Note Also in attendance (in-person/virtual) are Denise Bender, Nicki Silberman, Janice Howman, Kimberly Topp, Kimberly Varnado, Senobia Crawford, Stephanie Kelly, Letha Zook, Ellen Costello, Jamie Dehan, Diane Heislein, Myles Quiben, Erin Green, Tom Warner, Susie Deusinger, Donna Applebaum, Eleanor Trice, Louise Murgia, Jamil Tadlaoui and Sandy Brooks

1-2. Conflict of Interest policy

Note No new COI was reported by Board members

1-3. Antitrust Compliance guidelines

Note Board members are to avoid any discussion that does not comply with the antitrust guidelines.

1-4. Decision Tree

Note Board members are to use the ACAPT Decision Tree as a decision making guide in order to close the loop.

1-5. Board commitment

Note As a duty of care, Board members are to always work in the best interests of the organization, a duty of loyalty to put the good of the organization first and avoid any conflicts of interest and a duty of obedience to be committed to the mission and goals of the organization and follow its governing documents.

2. Consent Agenda - presenter Mark Reinking 10:05

Decision Motion was moved and passed to adopt all items on the Consent Agenda. The Board thanks all leaders who provided the reports in the Consent Agenda. The Board has in its record the reports and items from the Consent Agenda:

- Treasurer's report

---> American_Council_of_Academic_Physical_Therapy_(7-31-2021).pdf

---> FINAL_2020_Auditor_letter___Financial_Statements.pdf

Appointment into Finance Committee

The Board approved the appointments of Kendra Gagnon and Kevin Gard to replace two members rolling off of the Finance Committee in October: Paula Ludewig and Byron Russell. Kendra and Kevin would serve a 3-year term of 2021-2024.

- NCCE revised operating procedures and transition plan

---> NCCE_Operational_Procedures._Clean_Version_8-26-2021.doc

---> NCCE_Operational_Procedures._Tracked_Version_8-26-2021.doc

---> Transition_Plan_from_2-3_year_NCCE_Ballot.xlsx

- Leadership Progress Reports

---> 2021_Progress_Report_ACAPT_Awards___Recognition_Committee_08-15-2021.docx

---> 2021_Report_Education_and_Pedagogy_1_.docx

---> August_2021_CHEP_Progress_Report.docx

---> Board_Report_-_Diversity_Equity_And_Inclusion_Progress_Report_06-07-2021rev.docx

---> July_Progress_Report_Education_Research_Committee_2021.docx

---> NIPEC_2021_Progress_Report.pdf

---> Program_Committee_Progress_Report_-_August_2021.docx

---> NCCE_Progress_Report_Aug_2021.docx

Leadership progress reports will be discussed in detail at the October 20 board meeting and board liaisons and staff will work to address any questions that can be resolved beforehand.

3. Other informational items

Note The Board has the following documents in its records for informational updates only:

- Joint_Task_Force_Board_Report_082721.doc

- Communications_update.docx

- ELC_2021_Progress_Report_8.25.21.docx

4. Approval of Minutes

Decision Motion was moved, and the Board approved the August 16, 2021 Board meeting minutes. The Minutes is on record for the Board:

- ACAPT_Board_minutes__August_16__2021.pdf

5. Business 10:15am - 1:00pm

5-1. Centennial Scholar Update

Note Erin Green, the ACAPT' Centennial Scholar provided an update on her work to date to the Board. A full report will be upcoming in December 2021. The Board received from Erin Green the preliminary report, and on record of the Board:

- Centennial_Scholar_Report_9.10.2021.pdf

5-2. NCCE Common Terminology Proposal

Decision Janice Howman presented to the Board a proposal from the joint PTAESIG-NCCE workgroup developed and the NCCE has added the NCCE boards comments about the proposal to their progress report. The NCCE requested the ACAPT Board to review this proposal and consult with the Academy of Education leadership to determine approval, direction and next steps. The Board also discussed possibility of creating a standalone website once the Common Terminology is finalized.

The Board decided that the ACAPT and APTE Executive Boards will meet at ELC 2021 to decide on the next steps.

The Board has on record, a copy of the proposal:

- Physical_Therapy_CE_Glossary_Proposal_v2.docx

5-3. SIPTEC proposal to address the recommendations from the Simulation Panel report

Decision Nicki Silberman presented to the Board, the SIPTEC's 5-year plan to address the recommendations in the Simulations Panel report (SIPS). Motion was moved, and the Board approved to receive the proposal. The Board will study the proposal and take needed actions after ACAPT staff and Board reviews of the proposals.

The Board received for its records, the following documents from the SIPS report:

- Board_Report_SIPTEC_SIPS_response.doc
- SIPTEC_5_year_plan_to_address_SIPS_recommendations.pdf

5-4. Membership Review Task Force report

Decision Donna Applebaum presented to the Board the report and recommendations from the work of the Membership Review task force. Motion was moved, discussed, and passed by the Board to accept the report and its recommendations. The Board will further review the recommendations, including the budget implications in future Board meetings, while the consensus is that the task force will be further engaged by the Board to continue their work.

The Board received the following documents from the task force for its record:

- ACAPT_Membership_Review_Task_Force_Report-V2.docx
- Results_of_evaluation_of_other_memberships_6.8.2021.xlsx

5-5. Awards & Recognition Committee Awards Proposal

Decision Jamie Dehan presented the reports of the Awards and recognition committee awards proposal. Motion was moved, and the Board accepted the recommendations of the Awardees to be recognized at ELC 2021.

The Board has on record copy of the recommendations document:

- 021_Recommendations_for_2021_National_Awards.docx

5-6. Data assessment pilot results

Note Kimberly Topp presented to the Board an update report on the work of the Data Assessment Center Pilot study results.

Decision Kimberly Topp presented to the Board an update report on the work of the Data Assessment Center Pilot study results.

Based on this report, the following three (3) motions were moved and approved by the Board:

1. To thank taskforces members who served on the respective taskforces (Data and Technology, Excellence Recognition, and Benchmark), and to disband individual task forces, since a Joint Task Force is now moving forward to the next phase of actions on behalf of the Board as recommended by the each of the three task forces.
2. The Benchmark task force to map the MEPQ tool to the Assessment Center, and then disband.
3. To continue to table action(s) or decision(s) from the various recommendations that came out of both the individual as well as the Joint Taskforces, until the Board and ACAPT staff have evaluated financial implications of each recommendation.

The Board has for its records the following documents related to the three motions.

- Data_and_Technology_Taskforce_Motion.doc
- Excellence_Recognition_Taskforce_Motion.doc
- Benchmarks_Taskforce_Motion.doc

5-7. Program Committee appointments

Decision Motion was moved, and approved by the Board the recommendation for appointment for the Program Committee.

The Board has for its records the recommendations for appointments by the Programs Committee:

- Membership_proposal_-_ACAPT_Program_Committee_2021.docx

5-8. House of Delegates updates

Note The Board discussed relevant House of Delegate Motions:.

- RC 1-21 (Amendment D)
- RC 2-21 (as it pertains to Institutional Groups)
- RC 10-21
- RC 12-21

The Board has for its records the following HOD documents:

- 2021_Packet_I_FINAL.pdf
- 2021_Packet_II_-_FINAL_2_.pdf

6. Upcoming Meetings

Note September 10, 6:30pm-midnight, APTA Centennial Gala in DC

September 11-12 House of Delegates

September 13 APTA Future of Physical Therapy Summit

September 14 APTA Advocacy Day

September 17, 4:00-5:30pm EST, Executive Committee discussion

October 20, 8:00-9:00am, Executive Committee meeting with the Academy

October 20, 9:00am-4:00pm, Board meeting at ELC in Atlanta

October 21, 9:00am-12:00pm, Board executive session at ELC in Atlanta

October 21, 6:00-9:00pm, Open Forum at ELC

October 22, ELC begins in Atlanta; GRJ Forum, Business Meeting (1:30-5:00pm)

October 23-24 - ELC

December 9, 8:00-10:00am EST - Board meeting

December TBD, Executive Committee meeting

7. Future Deadlines

Note Oct 11 - agenda items & reports for the Oct 20 board meeting due
Nov 29 - agenda items & reports for the Dec 9 board meeting due

8. Adjourn

Note The Board adjourned to an Executive Session at 1.00pm ET.