

**Academy of Clinical Electrophysiology and Wound Management
Board of Directors Meeting
Tuesday, March 21, 2017**

Attending Members: Harriett Loehne, Karen Gibbs, Thomas Nolan, Chris Conroy, Rick McKibben, Karmen Weinzirl, Lisa Cabral, Carmen Oguz and Elaine Armantrout

Guest: Rose Pignataro

Executive Director: Sandy Rossi

Excused: Anne Gallentine

Call to Order (Loehne):

1. Meeting was called to order at 8:00 PM, EDT.
2. Tom Nolan, Nominating Committee Chair, was welcomed to his first BOD Meeting

Minutes (Rossi):

Motion Request	Presented By	Opposed	Decision
Approval of Feb 16, 2017 Board and EC meeting minutes	Conroy	none	passed

Annual Planning Calendar (Rossi):

1. Reminder for the Nominating Committee to include a call for the Emerging Leader Award in the Multibriefs for March and April.

Website Review (Rossi):

1. Karen to review the website for June. We need Tom to sign up for a month. Soon we will need to schedule out for more months.

Consent Agenda (Rossi):

HMP, producer of SAWC, has agreed to send an eblast to all PTs and PTAs who are registered for the spring conference to invite them to the PT Gathering, coordinated by WMSIG. AAWC has agreed to put announcements on all of their social media on March 29th to announce the gathering.

Motion Request	Presented By	Opposed	Decision
Approval of the Consent Agenda	McKibben	none	passed

Treasurer's report (McKibben):

1. Rick provided information related to the attached reports. No additional discussion.

Membership (Oguz):

1. Carmen extended thanks to a number of people for their support over recent weeks and in relation to CSM.

Education (Weinzirl, Pignataro):

1. Pre-con
 - a. Offloading: 10 attendees
 - b. Electrotherapy: 9 attendees

- c. Sandy to provide financial breakdown after APTA provides their summary, which typically comes in April
- d. CSM 2018
 - i. We've had 25 two-hour education session submissions
 - ii. Abstract reviewers have not yet been assigned submissions, but are ready
 - iii. 1 platform submitted that will be sent to Kathy Galloway, Research Chair
 - iv. No pre-con submissions
 - v. Can offer 6 educational sessions per day
 - vi. 18 spots available, but will run platforms unopposed, so 17 spots available for presentations
 - vii.
 - viii. Some interest in co-sponsorships
- e. Survey sent to membership about their interest
 - i. Rose highlighted some specifics from the report that showed the results of the survey
 - ii. Contacts gained as prospects for providing future webinars
- f. Section Program Chair Retreat in April
 - i. Rose will not be able to attend the meeting
 - ii. Karmen has offered to attend in her place
 - iii. No expenses are expected to be absorbed by the Academy

Motion Request	Presented By	Opposed	Decision
Karmen to attend SPC meeting on behalf of Rose	McKibben	none	passed

- g. APTA Learning Center opportunities
 - i. Karmen shared information from discussion with Maria Buscemi of APTA's Learning Center
 - ii. There is a lot of interest among the membership for taking/presenting webinars
 - iii. Karmen to look further into what APTA does/doesn't do in terms of applying for/providing CEUs for those states requiring an application and how that relates to the financial partnership with APTA
 - iv. Education Committee to continue to investigate modes of presentation for webinars

Cancellation Discussion (Loehne/Rossi):

- 1. Sandy will present some considerations for the board in April to help the board when faced with decisions on go/no go for pre-cons and webinars

PT WM Billing and Coding TF Report (Loehne):

- 1. Karen and Lisa will translate the edits from Karen's pdf to a Word document

MoveForwardPT Liaison (Loehne):

Motion Request	Presented By	Opposed	Decision
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Appoint Eddie Traylor as Liaison Loehne none passed

EDX SIG Chair (Loehne):

Motion Request	Presented By	Opposed	Decision
Appoint Elaine Armantrout as Chair	Loehne	none	passed

Elaine can appoint two members to the SIG at her convenience

BA Practice Committee (Loehne):

Motion Request	Presented By	Opposed	Decision
Reappoint Chris Conroy as Chair (2 nd term)	Loehne	none	passed

Chris can appoint two members to the committee at her convenience

Communications Committee (Loehne):

Motion Request	Presented By	Opposed	Decision
Re-appoint Kristen Thurman as Chair (2 nd term)	Loehne	none	passed

Website (Loehne):

1. Harriett encouraged everyone to send any member activity news or updates to Sandy for posting to the website and to Kristen for posting in our newsletter

Outcomes Registry (Loehne):

1. APTA is seeking information on outcomes for the Outcomes Registry. Please send any instruments to APTA

E&M Codes (Loehne):

1. People have requested information related to E&M codes that we could post to our website
2. There was further discussion about what may be applicable to the registry for the practice groups to share
3. WMSIG, EDX SIG, and BA Practice Comm Chairs to investigate

Diversity Celebration (Rossi):

1. This discussion was no longer necessary to discuss

New Business

- Sandy shared information from her discussion with the Strategic Planning Meeting facilitator to prepare everyone for the meeting
- Karmen confirmed Deborah Wendland willing to serve another term on the education committee

Motion Request	Presented By	Opposed	Decision
Appoint Deborah Wendland for another term on the Education Committee	Loehne	none	passed

There being no further business, the meeting was adjourned at 9:00 PM.

Respectfully submitted,

Sandy Rossi, Executive Director, on behalf of Anne Gallentine, Secretary