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# ATM Board Meetings

November 2022

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## 11/14/22 Working Board Meeting - Policies

### Attendees

Jen Gabler, Diane Dreier, Joi Brock , Carmen Geyman , Sabrina Elliott , April Blackmore, Melinda Pond, Kristy Hammack , Kristin Green, Becky Hines , Jasmin Kanevski , Ashley Musil, Kristin Dudley

### Agenda

1. Review and update the corporation's Policy Manual to agree with newly approved Bylaws

### Notes

- Called to order at 7:05 pm, adjourned at 9:14 pm.

### Proposals via email after this meeting:

1. Motion to approve a mileage reimbursement request from Jasmin Kanevski for \$379.38 for driving to Lubbock for the module 5 workshop and to discuss MTP policy revisions with Carmen. Ten votes in favor, none against. Approved Nov 17, 2022

## 11/28/22 Working Board Meeting

### Attendees

Sarah Slette, Diane Dreier, Jasmin Kanevski , Kristin Green , Sabrina Elliott , Jen Gabler, Becky Hines , Ashley Musil , Kristy Hammack (arr. 7:20), Kristin Dudley (arr. 7:27), Carmen Geyman (arr 8:08)

### Agenda

1. Preparations to end interim EC and elect new EC
2. Discuss sending out Christmas cards
3. Discuss getting a financial review
4. Update on student policies to be added to regulations by TDLR, "sanctuary city" laws, birthkeeper problems
5. Update on education program updates, Typhon, scholarship applications, module expense reimbursement, CEU Coordinator.

Meeting was called to order at 7:10 pm.

Jen gave information about mailing out Christmas cards and said that it should cost about \$20 to send them to staff and instructors.

Discussed policy on qualifying student observes from other midwifery schools.

Preceptors have been made inactive in Typhon until they provide all required credentials and certifications in Typhon. Students cannot enter clinicals under inactive preceptors. Deadline for entering previous clinicals is Dec. 10. Preceptors were notified to update their credentials. Discussed that such communication needs to be clearer and given more than once before resorting to drastic measures.

Discussed how to stagger the Executive Committee position elections so that they do not all need to be reelected at the same time. Will require a policy addendum/change. Also discussed term limits in regard to filling an unexpired term.

Discussion regarding POC scholarship applicants and one qualifying applicant. Discussed removing policy requiring repayment of scholarship for failing the course from the website and updating this policy in the ATMMTP Policy Manual ASAP.

Jasmin would like to offer the position of CEU coordinator to Michelle Gober from MEAC. The contract would be for \$25/hour for 20 hours per month. This amount is already in the budget for 2023 and she could start in January.

Expenses for Module 8 workshop (advanced skills) were discussed as was purchasing five new IV practice arms for students to use in modules 1 and 8. The old models are extremely worn out and overdue for replacement. The total module expenses for 2022 come to about \$1100 for sutures, facility fees, and supplies.

Ashley Musil reported that she had been limiting her facility fee expense reimbursement to the previous maximum of \$50 because she was unaware that she could be reimbursed more.

Sanctuary City laws are being passed throughout the state and are prohibiting the possession of misoprostol. This was brought to the attention of the board by Sabrina Elliott. April will talk to Roland about this and what we might be able to do about it. There have also been reports of unlicensed midwives calling themselves "birthkeepers" practicing illegally in the Dallas and Houston areas. April suggested gathering information and filing complaints or reporting them to TDLR. She will also meet with TDLR to address this situation.

Jen gave details on getting a financial review done as required in the Bylaws. Most quotes she received were in the neighborhood of \$20,000 and she was told that the organization had no reason to get one done. She did get one quote from Harlan Walker who would charge \$125/hour for no more than 10 hours and provide us with a report.

**Once a quorum of board members was met, the following proposals were made and approved:**

Sabrina Elliott proposed that we send Christmas cards to staff and instructors. Jen Gabler seconded the motion. All were in favor.

Because the previous Executive Committee all resigned at the same time, Ashley Musil proposed that the ends of the terms of the soon to be elected permanent Executive Committee positions be staggered to avoid having to replace the entire EC at one time again and to change the policy to reflect staggered elections for future EC positions. For the upcoming election only, President and Secretary will serve a full term of three years, Vice President and Legislative Chair will serve a one year term, and Treasurer and Education Committee Chair will serve two year terms. Sabrina Elliott seconded the motion. All were in favor.

Ashley also proposed a policy update to state that when any position on the EC is vacated and filled in the middle of a term, the incoming member will complete the unfinished term of the previous EC member and be eligible for election to two full terms after that.

Seconded by Sabrina Elliott. All were in favor.

Jen proposed that the POC scholarship be offered to Quintella X as the only qualifying applicant. Ashley Musil seconded the motion. All in favor.

Carmen proposed that the policy requiring repayment of scholarship if the student fails the ATMMTP course be removed from the website and from the ATMMTP policy manual.

Diane Dreier seconded the proposal. All in favor.

Jen Gabler made a motion to offer the position of CEU Coordinator to Michelle Gober who will be paid \$25 per hour for 20 hours per month, starting in January of 2023. Sabrina Elliott seconded the motion. All were in favor.

Ashley Musil made a motion to purchase 5 IV arms at a total cost of approximately \$600 to be used for training ATMMTP students. Sabrina Elliott seconded the motion. All in favor.

Ashley Musil proposed that expenses for training supplies and facility fees for the Module 8 workshop be reimbursed. The total to be reimbursed is \$1137.26. Sabrina Elliott seconded the proposal. All were in favor.

A motion was made by Jen Gabler to pay Ashley Musil an additional \$100 for facility fees for workshops held in 2022. Diane Dreier seconded the motion. All were in favor.

A motion was made by Sabrina Elliott to accept the quote from Harlan Walker to perform a financial review for 2021-2022. Diane Dreier seconded. Motion passed.

A discussion was held regarding the need for clearer and more regular communication between the Education Committee and the Board and spending decisions that need to be made in the future.

There being no further business, the meeting was adjourned at 10:14 pm.

## Notes

- None

## Proposals via Chat

New members to replace the interim EC were nominated and the list of nominees finalized on Dec. 9. It was proposed by Jen Gabler and seconded by Carmen Geyman to accept the election of the members for three positions that were running unopposed – President, Treasurer and Legislative Chair. All were in agreement.

Anonymous voting proceeded for the remaining positions and the following board members were elected to the Executive Committee:

Secretary - Kristy Hammack

Vice President - Sabrina Elliott

Education Chair - Ashley Musil

Diane Dreier proposed that the meeting minutes from the Nov 4, 2022 Annual Meeting be accepted. Kristin Bowers seconded the motion. All were in favor and the minutes were approved on Dec 14, 2022 .

## Executive Board Meetings

None

Minutes accepted as written on Jan 16, 2023 by vote of the board.

Diane Dreier, Sec'y