

Association of Texas Midwives (ATM) Board Meeting 3/2/2014 Katy, TX

Board Members Present

Kate Griffin (Reg 1)
Cheryl West (Secretary and Reg 5)
Vicky Wells (Treasurer and Reg 7)
Dawn Cockrell (Reg 3)
Tawnya Schiebel (Reg 6)
Carol Schumacher (Reg 4)
Claudine Crews (Education Chair)
Paula Davis (President)
Kelly Miller (Reg 3)
Cathy Rude (Vice President and Reg 4)

Visiting Member

Holly Shearman

Board Members Absent

Brielle Epstein (Legislative Chair and Reg 1)
Anna Ochoa (Reg 8)
Beth Overton

1:09 pm – Meeting called to order by Paula Davis.

Minutes kept by Cheryl West

Agenda Item- New Manuals

ATM Board of Directors Manuals were distributed. Members are instructed to add the "Midwifery Act" to their manual. A need was expressed to revise the "Standards of Midwifery Practice" to match the new laws, removing the language "protocols." Cathy Rude added a new updated contact list to the back. All Board members will read the policies and bylaws before the next board meeting.

Agenda Item - Regional Reports

All regions submitted reports. Regional report by Tawnya Schiebel for Region 6 includes an urgent concern regarding CEUs for the ATM Conference. Will address in the Conference Report. Nothing in any other Regional Reports needing to be addressed at this time.

Agenda Item - Conference 2014 Report

Dawn Cockrell and Tawnya Schiebel Reporting

There are 5 members of the Conference Committee in San Antonio meeting regularly now.

Save the Date went out in an email and hope to have Registration open online ASAP. Nothing will be sent by regular mail. Facing deadlines to get CEUs approved. Goal is 20 hours for the conference.

It is late to get ACNM or CTCNM approval, so should focus on ATM and SAMA approval.

March 17th is the deadline for rooms to be held at current rate.

Dawn Cockrell will have a phone tree set up and get the speaker lists and help them get the paperwork for CEUs completed within the next 7 days.

Pressing need to get Registration open and up on the ATM website.

ATM Graduation will be combined with "Cocktail Hour" on Friday night.

Board will not pay for alcohol or drink tickets.

Board will need a time for a general membership meeting.

Dawn reports approx \$2000 raised at Painting with a Twist fundraiser.

Board will do an financial audit of the conference after conference and requests the Conference Committee keep all monies separate (eg Auction, Registration, Fundraiser, etc).

Discussion about costs, schedule, and presentation packets.

Agenda Item - Conference 2015

Discussion about location for 2015 Conference. Region 6 expresses no desire to have conference in 2015 and no offense if it is located elsewhere. Board discussion about having 2015 Conference in the Houston area. Holly Shearman expressed interest in organizing.

Agenda Item - Report on The Gathering

The Gathering the February 2014 was well-run and attended.

Future Gathering will be returned to a November date. November 14th-16th, 2014.

Future Gatherings will be co-run by CNMs and CPMs/LMs instead of alternating years.

Goal to keep the same location (Ingram at Lazy Hills Retreat) and to promote more family participation.

Agenda Item - TX Birth Center Coalition

The TX Birth Center Coalition is concerned about possible legislation that would attempt to make Birth Center adhere to Surgical Center regulations. Jackie Griggs wants to work more on our transport situations with hospitals that file complaints with every transports. Kate Griffin reports that they had success in improving transport relationship when the hospitals realized the financial benefit to them. She will send out contact information for the hospital staff member that helped her improve relations with hospital administration. The board will address Jackie's request once a proposal is submitted.

Proposal 1 - Letter to Clinical Pathology Labs in Austin

"Region 1 Representatives will draft a letter to be approved by ATM that can be sent to professional laboratories explaining our status as Licensed Care Providers in Texas."

Proposed by Kate Griffin. Seconded by Paula Davis. Passed with none opposed.

Agenda Item - Regional Elections

Even numbered regions elections for ATM Regional Representative are this year. Nominations are open now on the ATM website.

Agenda Item - Education Report

Claudine Crews presented Charts/Table on School vs ATM equity showing a \$49,000 profit in 2013 from Education.

Proposal 2 (Amended 1 on Agenda) - "Pay Carol Schumacher \$1000 to update all module grading keys to the 5th Edition of Varney's Midwifery, paying \$500 when half is finished and \$500 at completion." Executive Committee agrees that paying a board member for this job falls within our guidelines for paid work since it's excessive beyond normal board member responsibilities.

Proposed by Claudine Crews. Seconded by Kelly Miller. Passed with none opposed. Carol Schumacher abstained from vote.

Proposal 3 (2 on Agenda) - "Change enrollment requirements to include 2 form letters of reference." Will add language excluding family members as references.
Proposed by Claudine Crews. Seconded by Vicky Wells. Passed with none opposed.

Proposal 4 (3 on Agenda) - Amended to remove "physical, emotional, and psychological". "Adopt the written description of the qualities required for the midwifery student, to be added to both the website and student printed materials." Meant to be used as a self-screening tool for applicants.
Proposed by Claudine Crews. Seconded by Paula Davis. Passed with none opposed.

Proposal 5 (4 on Agenda) - "Notify potential applicants via the website that the Texas Midwifery Board performs a criminal background check of midwifery licensure applicants, and provide a link/referral to the midwifery rules and reason for denial of application."
Proposed by Claudine Crews. Seconded by Cathy Rude. Passed with none opposed.

Proposal 6 (5 on Agenda) - "Approve the student social media policy." Will be in the Preceptor Handbook explaining that Preceptor can make exceptions. Will go to all students and preceptors effective immediately.
Proposed by Claudine Crews. Seconded by Cheryl West. Passed with none opposed.

Proposal 7 (6 on Agenda) - "Approve a change to apprenticeship policy that states a student who does not enter into an ongoing apprenticeship within one year of missing the 5th Workshop will be dismissed from the program."
Proposed by Claudine Crews. Seconded by Paula Davis. Passed with none opposed.

Proposal 8 (7 on Agenda) - "Add a fee of \$25.00 for preparing a transcript."
Proposed by Claudine Crews. Seconded by Kate Griffin. Passed with none opposed.

Discussion on Implementing the current policy of putting \$100.00 per month into the PGMF, including \$1200.00 added for 2013, recorded as asset account of the ATMMP. Talking to bookkeepers about making it an automatic journal entry. Claudine Crews will call bookkeeper.

Discussion on the 2014 Revised ATMMP Budget including a raise for Claudine Crews, additional Contract Labor, increased Travel Expenses, increased Teacher pay, cost of office "rental", etc. (see attached budget) Claudine Crews and Tawnya Schiebel excused themselves from the room.

Proposal 9 - "Amend the proposed Budget to a Salary of \$33,000 for Claudine with a 3% or COL raise, whichever is the higher, every year for the next 3 years; travel expenses kept at \$500; and Contract Labor at \$9360; and the rest of the budget approved as written, effective immediately."
Proposed by Paula Davis. Seconded by Cathy Rude. Passed with none opposed. Claudine Crews and Tawnya Schiebel abstaining from vote.

Agenda Item - Staff Salary Increases.

Office Manager has requested an increase/raise.

Proposal 10 - "Pay the Office Manager \$800 per month, effective immediately."
Proposed by Paula Davis. Seconded by Vicky Wells. Passed with none opposed.

Office Manager was notified by phone during the meeting of the changes in pay to her and Claudine Crews.

Proposal 11 - "If the Education Committee goes over budget in 2014 on needed Workshop supplies and training models, up to \$20,000 extra can be withdrawn from the ATM Account."
Proposed by Paula Davis. Seconded by Carol Schumacher. Passed with none opposed.

Agenda Item- Legislative Report

Brielle not in attendance. Her submitted Legislative Report was read and there was a discussion about

the success of our Lobbying efforts. There will be a continued need to pay for a Lobbyist for 2014, 2015 (Session), and 2016 (Sunset). Will include a Legislative Update at the General Meeting at Conference.

Agenda Item - Treasurer's Report

As of August 13, 2013 "Bottom Line" YTD \$137,444.01.

As of August 13, 2013 Profit YTD \$17,808.74.

Agenda Item - Past Treasurer's Reports

Proposal 12 - "Hire Kristin Hagelstein, CPA, to go over the Treasurer's Reports from 2011 through current."

Proposed by Paula Davis. Seconded by Dawn Cockrell. Passed with none opposed.

Agenda Item - Website and Yahoo Group

Will need to call Kelly Miller to ask for Cheryl West and Paula Davis to be added as Moderators on the ATM Yahoo Group.

Discussion about requesting bids to update the ATM website and design. Cheryl will send out requests to the professionals suggested by the board.

Agenda Item- DSHS update on waterbirth risk

An email and Educational protocol were sent to ATM from the DSHS in response to a NB Death related to Legionella contracted during a waterbirth. Carol Schumacher will forward to the Boardlist. Discussion on safety of "recreational use" tubs for waterbirth. All regional reps need to send the information out to their regions.

Agenda Item - Future Meeting Dates

April 11th in San Antonio (time TBD)

June 1st in Austin (1:00pm)

September 21st in Austin (1:00pm)

All regional and committee reports are filed with ATM office and available if requested.

6:30 pm - Meeting adjourned by Paula Davis.