



ATM Board Meeting

November 5, 2023

Attendees

Board members present: Sarah Slette, Kristen Dudley, April Blackmore, Diane Dreier, Sabrina Elliott, Ashley Musil, Melinda, Jen Gabler, Kristen Bowers (206)

Members present: Roxanne Anderson, Cori Lively, Jasmin Kanevski, Majorie Mae, Amy Tate (2:10), Shanna Hinrichs (2:21), Alyx Biondo (2:39-2:43)

Agenda

Meeting called to order at 2:02 pm.

Minutes approved

The minutes were provided to the board prior to today's meeting. Minutes were approved pending the addition of two votes held 11/4/23, including names of those opposed.

Regional Reports

The regional reports were given by region representatives.

Conference Report: Kristen Bowers

Kristen Bowers proposed the following Conference Committee members: Kristen Bowers, Andie Wyrick, and Dawn Housos. Kristy Hammack seconded the motion and it passed unopposed.

ATMMTP Graduation planning is in progress with Ashley Musil and Jasmin Kanevski. Kristen is still looking for volunteers and sponsors. CEUs will be organized by ATMs CEU coordinator.

Conference schedule and speaker contracts are still being finalized. There will be a Sophie and Her Mum for hands on skill practice sessions during the conference.

Legislative Report: April Blackmore

There was a midwives advisory meeting on 10/30/2023. TDLR is fast tracking a rule change to lower licensing renewal fees from \$550 to \$390. Initial license fee will be lowered as well. Chris Funderburk of TDLR also explained why complaints are initially kept anonymous in the complaint process. The current complaint turnaround time is long. Steve Bruno, the legislative director for TDLR has received a promotion and this position is currently vacant. Thanks to successful lobbying efforts from Roland, midwives did not have any new bills passed during the legislative session.

Education Report: Ashley Musil

ATMMTP is set to award the second Academic Excellence Scholarship. Two Midwives Memorial Fund scholarships were awarded this quarter.

A new cohort of 21 students are beginning orientation and will begin their first module in January. There will be up to two scholarships of 50% tuition reduction awarded in this group (BIPOC and Financial Need).

Two new positions (Curriculum Assistants) were approved for the school in order to keep the curriculum up to date with the latest editions of textbooks. Interviews are currently underway.

ATMMTP has hired two new instructors. Abbie Fisher will be the new instructor for Antepartum II, and Mary Lowe for Intrapartum II.

The board approved the addition of a new student liaison, Shay Davidson.

The Preceptor Handbook is nearly through the revision process and the updated version will be made available to preceptors once it is approved by the board.

The education Committee has been reinstated with 7 members and held their first meeting in October; they have plans to meet monthly.

New CEU courses are being developed.

Transition has begun on the new Trimester Plan.

Student Information Systems (SIS)/Classe365 is currently being setup with a goal to be in place for incoming students and ATM membership by January 2024.

Financial Report: Jen Gabler

The budget for 2024 has been approved.

There are three income streams with their own budgets: Education, Conference, and Administration

Education: Tuition in 2023 exceeded expectations and the budget for 2024 reflects an expected increase based on having more classes and increased tuition. That increased tuition income will allow for significant reinvestment in ATMMTP supplies, textbooks, and training tools.

Conference: If the conference remains within budget, there may be a slight income. Last years conference resulted in a loss.

Administrative: This is expected to run at a loss per usual. There is an increase in the budgeted amount for legal and professional services to meet with an attorney to discuss whether ATM and ATMMTP could be divided, as this has been a question from members. This is purely an information pursuit and not indicative of any decisions that have been made or may be made. As always, the majority of membership fees go to paying the lobbyist to help keep midwifery legal and viable in Texas.

Profit and Loss: While the conference and admin budgets ran at a loss, the overall net income was \$50,888.51.

Social Media/Membership: Sarah Slette

Yvonne Yiu, ATM Social Media Manager, has been posting on public social media. Sarah Slette continues to update private groups. The social calendar for 2024 is tentatively planned, including highlighting board members and ATMMTP staff as well as educational posts about midwifery.

Work is underway on the new membership database which should help with membership management.

Moderators on the private Facebook groups are continuing to monitor for questions and concerns. All moderators are volunteers and cannot be immediately available. Every region has their own subgroup. Members are asked to give feedback on how beneficial they find those groups to be.

Groups.IO is being used as an email group for current members.

Policy Manual and Handbook Committee: Sabrina Elliott

The committee is currently working on the Preceptor Handbook which is nearly finished and on track to be presented at the December working board meeting for approval. Next will be the Educational Committee Handbook.

Closing remarks

The floor was opened for comments by members. There were no comments by members.

Quarterly meetings for 2024 are:

- Sunday, February 4, 2024 at 2:00pm
- Sunday, May 4, 2024 at 2:00pm
- Sunday, August 4, 2024 at 2:00pm
- Sunday, November 5, 2024 at 2:00pm

Meeting adjourned at 3:34pm.

Notes

- None

Working Board Meetings via Zoom

Dec 11, 2024

Present: Sarah Slette , Jen Gabler, Ashley Musil , Kristin Dudley, Sabrina Elliott , Kristen Bowers, April Blackmore, Melinda Pond

Continuation of proposal by Ashley Musil to approve Allison Bodle's application to join the education committee, seconded by Diane Dreier Reg 7 . **Motion passed unopposed.**

Proposal by Ashley Musil seconded by Sarah Slette to approve Emily Vogel's application for MMFG. **Motion passed unopposed.**

Jasmin Kanevski has been looking for someone to manage Google Ads; she has one proposal and has not yet found a second for comparison.

Student Liason, Shay Davidson, has been attending Education Committee meetings. She will be informed of the dates for Quarterly Board Meetings in hopes that she can attend.

Ashley Musil reports Classe365 setup is going smoothly, as is the Membership Database.

Curriculum Assistants have been hired (Ashley Musil and Andy Wyrick) after an interview process conducted by Sarah Slette and Jasmin Kanevski. They are meeting weekly and will be updating Module 3 first with a goal for it to be completely updated by April 2024.

Ashley Musil has spoken with the publisher of Varney's to renew a program that will give a 33% discount for ATM students on all books by this publisher.

New bank cards need to be ordered for Sarah Slette and Jen Gabler. They still need to go to the bank to have the account holder names fully updated.

Education Committee meets monthly. They have assigned roles based on the written policies. Secretary: Erin Reynoso; Education Officer: Chris Duffy; Incident Review Officer: Andy Wyrick. They have updated the Education Committee Policies and have sent that document to the Policies and Handbook Committee.

Sarah Slette has sent information for some student centric posts to the social media manager. She needs updated headshots and bios for board members.

Discussion of the Academic Excellence Scholarship, which was originally designed for an 8 module program. Ashley Musil proposes that the scholarship continues to cover the final 4 modules and is awarded at the end of Module 4. Scholarship recipients will pay for Module 5 and their remaining modules will be paid for by the scholarship. While the wording may need to be changed, how the scholarship functions will remain the same. No proposal or vote will be needed.

Jasmin Kanevski proposed to the Education Committee a graduation fee of \$200 to be charged to students. The motion did not pass. There was a discussion of updating the policies so that students understand the graduation timeline. Sarah Slette would like a robust Student Handbook to direct students to most questions that come up regularly.

April Blackmore reached out to several lawyers about investigating a separation of the school and the board. She will follow up closer to the end of the year.

Kristen Bowers brought attention to the fact that Occupation Codes regarding physician protection with standing orders does not explicitly include LM. April clarifies that it is in our laws that they have protection.

Sarah Slette requested an updated Conference Committee list with roles from Kristen Bowers so that it may be uploaded to the website.

The Preceptor Handbook has been updated and is awaiting final approval by the board. Voting will begin on 12/18 and will be completed on 12/22.

Kristin Dudley proposed the closing of the official ATM regional Facebook groups as there is already adequate communication elsewhere. Kristen Bowers seconded. Motion passed unopposed. Sarah Slette suggested a regional newsletter with further discussion to be had at a later date.

Discussion of what happens if someone on the executive board moves to a new region, where that region is fully represented. Melinda Pond suggested that they be able to serve out their term. This may be explored further when the policies are reviewed.

Kristen Bowers was contacted by Kristine Tawater regarding a potential Midwifery Today conference in the Dallas area in 2025. Sarah Slette requested that Kristen Bowers connect with Kristy Hammack and Becky Hines, representatives for that area, via email to discuss and coordinate with Kristine Tawater and Midwifery Today.

There will be a special meeting in January to discuss the 2 and 5 year Strategic Plan.

Next WBM is Jan 8, 2024 .

Jan 8, 2024

Present: Sarah Slette , Ashley Musil , Jen Gabler, Diane Dreier Reg 7 , Sabrina Elliott, Melinda Pond , Kristen Bowers , Becky Hines , Kristin Dudley, Kristy Hammack (intermittently)

Discussion of hiring someone to manage Google Ads. There are two current proposals for a manager at \$500 per month or \$750 per quarter.

Sarah Slette requested new photos and bios for board members to be posted on both the website and social media.

There will be a special meeting on 1/29/24 to discuss the 2 and 5 year goals.

The QBM is in February. All reports should be submitted to Sarah Slette .

Nominations are open for Vice President and Legislative Chair. The current VP is moving by 7/1/24 to Region 5, which is fully represented. The VP must be a regional representative.

Ashley Musil proposed that ATM accept a contract with Digital Insights Consulting for \$750 per quarter to set up and manage Google Ads for ATM. Kristen Bowers seconded. **Motion passed unopposed.**

Conference updates: T-shirts will be included, they will all be the same color and come in sizes from XS to 4X. Contracts are still being signed and the schedule is being worked on. Client Care has asked to be a vendor.

Revisited the conversation about the VP position. Kristen Bowers suggested that the VP position not be required to be a regional representative, similar to both the President and Legislative Chair positions. Jen Gabler suggested ATM could benefit from representatives that aren't region specific, such as a bilingual representative. Ashley Musil recommended having executive board elections following regional representative elections. by-laws were reviewed regarding voting, term requirements and limits, etc.

Jen Gabler proposed to amend ATM voting policy on Executive Committee Members to bring it inline with ATM by-laws and current EC positions would be extended beyond the end of the calendar year. Nomination will be held 4/10-4/24 with the vote occurring in an executive session following the annual meeting. Kristy Hammack seconded. **Motion passed unopposed.**

Jan 29, 2024

Present: Sarah Slette, Ashley Musil (left at 8:01), Sabrina Elliott, Diane Dreier, Kristin Dudley, Jen Gabler, Kristy Hammack, Kristen Bowers

The board met to review previous goals. They discussed which have been met and which are still in progress, as well as discussed what goals needed to be added.

Discussed ways to improve ease of use for CEU classes.

There will be no working board meeting in March.

Proposals via chat

1. Amended Proposal Proposed by Sarah Slette and seconded by Sabrina Elliott: Jen Gabler proposed \$1000.00 to be removed from the conference entertainment budget and was seconded by Ashley Musil. Both proposals have been combined into the following proposal:

To increase the member's benefit budget amount by \$1500.00 to be used for an ATM Members Only Social to include entertainment during the 2024 conference (the specific entertainment, exact time and day to be determined by the Conference Chair). Access to the event would be included in the ATM member rate for the conference to also include

the early bird special. Non-ATM member conference participants may choose to attend the Member Only social for an additional fee of \$25.00. The conference entertainment budget will be decreased by \$1000.00.

Motion passed unopposed 11/10/23.

2. Original Proposal Proposed by Sabrina Elliott

Amended Proposal Proposed by Melinda Pond and seconded by Ashley Musil:

ATM to offer the following CEUs for current ATM members at a 20% discount: HIPPA for Midwives, OSHA & Bloodborne Pathogens for Midwives CEU Course, and Texas Midwifery Basic Information and Instructors Module. ATM to offer the following CEUs for current ATM Preceptors with an active ATM student at no cost to the preceptor: HIPPA for Midwives, OSHA & Bloodborne Pathogens for Midwives CEU Course, and Texas Midwifery Basic Information and Instructors Module. Any future CEUs to be offered by ATM would be offered at a 20% discounted rate for all ATM members or at no cost to current Preceptors with an active ATM student unless the board otherwise amends this proposal at a later date.

Motion passed unopposed 11/13/23.

3. Proposal by Sarah Slette and seconded by Melinda Pond:

ATM donate \$500.00 to Laurie Fremgen's go fund me account to aid in her unexpected medical expenses and upcoming surgery.

Motion passed with 9 in favor (Melinda Pond, Sarah Slette, Diane Dreier, Kristin Dudley, Kristy Hammack, Becky Hines, Jen Gabler, Heather Randolph, Ashley Musil), **1 opposed** (Sabrina Elliott), and **1 abstained** (April Blackmore) **11/14/23**

4. Proposal by Sabrina Elliott and up for discussion is:

That we buy a total of 4 Sophie dolls or the other training model suggested at the meeting to be split between the 8 regions for half a year at a time in order to offer each region once a year the option for reps to host midwives a day to practice skills for free.

This proposal was not seconded.

5. Proposal by Kristen Bowers and seconded by Kristin Dudley :

Approve Michelle Gold, Rachel Andersen, and Michelle Gober as members of the Conference Committee as Registration Coordinator, Sponsorship Coordinator, and CEU Coordinator.

Motion passed unopposed 11/18/23.

6. Janikka White applied for the Midwives Memorial Fund Scholarship and was denied at this time.

7. Proposal by Ashley Musil and seconded by Diane Dreier Reg 7
Approve Allison Bodle's application for the Education Committee, seconded by
8 Votes in favor in chat, see WBM 12/11/23
8. Two students applied for The Afua Hassan Student of Color Scholarship and the scholarship was awarded to Yashnika Leveille on 12/20/23.
9. Preceptor Handbook - All changes to the Preceptor Handbook as presented by the Policy and Handbook Committee Chair, Sabrina Elliott, to be approved as written.
Motion passed unopposed 12/23/23.

Education Committee

December 2023, Notes by Erin Reynoso

- EdCo policy manual - Is this ready to send to the policy and handbook committee?
- [EDIT of ATMMTP Education Committee Policies 2023](#)
- We need to assign roles for EdCo members:
- Education Committee Secretary - Erin
- Continuing Education Officer - Chris (need to get with Jen Gabler about adding classes to the website)
- Incident Review Officer – Andie
- Incident Review Team (3 members) – Erin & Chris
- Track your volunteer hours for ATM! ATM needs to report these each year.
- Academic Excellence scholarship - Supposed to be 50% off tuition
- Do we award half off their next module and the last four are free?
- Do we make the rest of their modules 90% off?
- The committee decided to award this scholarship during the student's 4th module workshop and only giving them their final 4 modules for free after they pay for their 5th module.
- This is not exactly 50% so we may need to make sure that the wording is changed to reflect that it won't be exactly 50%
- Jasmin proposal - charge a "graduation fee" to grade and verify their clinical records and practice guidelines, etc, produce paperwork and graduation certificates. Proposed \$200
- Did we decide we want to approve this? Should I take it to the ATM Board?
- Discussed either making an infographic about what it takes to finish graduation requirements or charge the fee
- Voted: 4 to 3 to not charge the \$200 graduation fee

- Jasmin will educate students about the efforts that are done on their behalf during the graduation process. She will also send that info to the social media person to create an infographic that can be posted to our social media.
- NO MEETING IN DECEMBER
- Next meeting January 22, 2023 at 7pm

Kristy Hammack

Kristy Hammack
ATM Secretary

Approved