



ATM Board Meetings

January 2023

Working Board Meeting 1/16/23

Attendees

Sarah Slette, Diane Dreier, Sabrina Elliott, Ashley Musil, April Blackmore, Jen Gabler, Kristin Dudley, Kristen Bowers, Becky Hines (7:30), Melinda Pond (7:56). Excused: Kristin Green, Becky Hines. Quorum of 9 members met at 7:30. Jasmin Kanevski was not present at the meeting but was on standby for any questions or clarifications that might be needed.

Agenda

1. General Board Updates
2. Committee approvals
3. Approve previous meeting minutes
4. ATMMTP spending requests
5. Updates on ATMMTP policies

Education Committee - there are 3 remaining committee members that were approved January of 2022 (Chris Duffy, Dr. Andi Wyrick, Erin Reynoso), plus Ashley Musil and Jasmin Kanevski. Committee members are supposed to apply to be on the committee, but unknown if there is a form for this. Ashley can have a list of possible committee members by Feb 13 for approval by the board.

Social Media Committee - proposed members Kristen Bowers, Sarah Slette, Becky Hines, Jen Gabler, and Sabrina Elliott. April Blackmore proposed they be accepted, Ashley Musil seconded. All in favor (9 votes).

Conference Committee - proposed members are April Blackmore, Chair, Carly Bev Robertson, Jen Gabler, Sabrina Elliott, Jennifer Timbs and Michelle Gober. Kristen Bowers proposed they be accepted, Diane Dreier seconded. All in favor (9 votes)

Previous minutes from November - There was no discussion or corrections to be made. Jen proposed they be accepted, April seconded. All in favor.

Jen Gabler reported that initial information has been sent for the financial review to be started. Once the tax year forms are completed (March/April) they will start the review and send us a report.

There are updated textbooks that 3 instructors will require for ATMMTP. A proposal was made by Sabrina Elliott to provide \$400 and a budget/spending limit for each instructor to purchase textbooks, with the understanding that the other 2 instructors may need textbooks later. Jen Gabler seconded the motion. All approved.

Education Committee policies and Student Policy Handbook are pending approval and should not be distributed. Jen Gabler made a motion to let the Executive Committee along with Kristen Bowers perform the initial review and bring it to the board afterward for approval. Sarah Slette seconded the motion. All in favor.

Ashley Musil & Jasmin Kanevski currently meet on an as needed basis. Sarah Slette requested that they schedule weekly meetings and update the board on progress. Student Policy Manual and the Orientation manual were released with changes in them that were not approved by the board. Discussion followed about whether or not to remove them from the website until they can be approved. Sarah Slette proposed that they be removed from the website and replaced with the old version (12/22) until the new version is approved by the board. April Blackmore seconded the motion. All in favor. Ashley will communicate the change with students and preceptors.

Michaela Newton has asked for a raise to \$30/hour. She has already received a 10% raise when we approved the budget two months ago. Discussion followed and it was proposed that the board not grant the raise at this meeting, but have Sarah Slette, Jen Gabler, and Sabrina Elliott meet with Michaela to discuss and negotiate and a final decision be made at a later date. Proposal made by Kristen Bowers and seconded by Sarah. All in favor.

A mock suturing workshop will be held on January 19 for the purpose of TDLR inspection of the ATMMTP. Sarah Slette proposed that we pay the instructor (Anglea) \$200 and the facility (Patti) \$150. Seconded by April Blackmore, all voted in favor.

Sarah also proposed that the MTP staff and inspectors go out for lunch and that ATM should pay for their lunch. Proposal was seconded by Sabrina Elliott and all voted in favor.

After discussion about proposed changes and additions to the scholarships for the ATMMTP, Ashley Musil proposed that the Financial Need scholarship be made available only after module 1 has been completed, that it be offered semi-annually, and that it provide 50% of tuition costs for modules 2-8. Sabrina Elliott seconded the motion and all were in favor.

Ashley Musil also proposed that the Afua Hasan scholarship also be offered after completion of module 1 to provide 50% of tuition costs for modules 2-8. Jen Gabler seconded. All were in favor.

Sabrina Elliott proposed adding an Academic Excellence scholarship based on instructors recommendations of a student who has completed module 4, which will provide 100% of tuition costs for modules 5-8. Ashley Musil seconded. All were in favor.

1/16/23 - Ashley Musil and Sarah Slette met with Jasmin via zoom immediately following the WBM to discuss proposals and approvals made during the meeting.

1/20/23 - 3:00 pm via zoom. Sarah Slette, Sabrina Elliott, and Jen Gabler met with Michaela at the BOD's request to discuss Michaela's email to Jasmin requesting a pay increase. No decisions were made. Information/discussion to be relayed to the board during a special board meeting scheduled for 1/21/23 at 2:00 pm.

1/21/23 - 2:00 pm via zoom. Sarah Slette, Ashley Musil, Sabrina Elliott, Jen Gabler, Kristen Bowers, and Kristy Hammack met to discuss Michaela's request for a pay increase. Work history and duties were reviewed as well as average compensation for her position. Jasmin Kanevski was asked to join to share her thoughts on Michaela's request and workload. Board members present opted not to move forward with a vote

or decision on the pay increase at this time as a 10% raise was recently budgeted, but did agree to revisit the request as well as review duties and title at a later date.

Notes

- None

Proposals via email

1. Jen made a motion on Jan 9 to send flowers for the funeral of Roland's (ATM's lobbyist) 12-year-old daughter who died in an accident Jan. 5. Sabrina seconded and it was unanimously approved.
2. Ashley Musil proposed the following items on January 20:

"I would like to propose that we leave module 8 as a floating module to give students a chance to learn skills like suturing and IV placement prior to or while beginning their primary phase. In addition, I would like to make the following proposals:

 1. We allow a maximum of 16 students to register for module 8, giving priority first to students in module 7, then module 6, then module 5.
 2. We make modules 1-4 a "pre-requisite," meaning students may not register for module 8 until they have completed modules 1-4. Module 3 is normal antepartum, and module 4 is normal intrapartum, and the two instructors I spoke with and myself agree that students should have at minimum those classes completed prior to learning any advanced skills.
 3. The student should be in the assisting phase (phase II) of their apprenticeship prior to registering for module 8. Again, they need to have some experience under their belt before learning advanced skills in order to incorporate the knowledge and skill in the real world.

4. We increase the length of module 8 from 9 weeks to 14 weeks. This was the instructor's request as a couple of the independent projects are being added to her module and she believes an additional five weeks will give the students the necessary time to complete these projects.

5. We approve module 8 to be split into two workshops at the end when more than 8 students are registered for the module. All students will complete the online work together, but the instructor will host two separate workshops for the in-person skills training portion in order to more adequately accommodate the students and facilitate thorough learning of the skills. She would also like to have an assistant instructor on the second day of these workshops. For the additional workshop, I would like to propose we pay her an additional \$400 (when a second workshop is needed) as well as the facility payment for the additional days.

I have a final proposal which does not specifically refer to module 8, but to all instructors. We are currently updating contracts to reflect the approved pay increase, and I would like to add a third tier of payment. The new contracts currently pay the instructors \$2200 for 1-6 students and \$2600 for more than 6 students. As some classes have 12-20+ students, I would like to add this third tier and potentially a fourth tier in the future. For now, I believe three should be enough, as follows:

1-6 students - \$2200

7-12 students - \$2600

13+ students - \$3000"

There was discussion regarding past policy, whether to ask for input from preceptors and students before deciding (decided against) and that current approved education committee should also vote (decided for).

Sabrina Elliott seconded the motions. Proposals passed 10 votes for, none against.

3. A board member brought forward concerns about decorum and professionalism within the organization. A letter addressing these concerns was drafted by a member of the BOD and was accepted by unanimous vote.
4. Michaela Newton submitted a letter of resignation. An ad was posted for a replacement online on 1/31/23.

Executive Board Meetings

Open Board Meetings

Education Committee Meeting Minutes (from Ashley Musil & Kelly Baumgartner)

Education Committee Workday
January 9, 2023

The Education Committee met on Monday, January 9, 2023, for the purpose of editing, updating and clarifying documents that are pertinent to the functionality of the Committee, ATM and the ATMMTP. This workday was multifaceted in that there were opportunities to participate by Google Meet throughout the day or to meet in person at the Kueo Birth Center in Decatur, TX.

Present at the Birth center were the following people with their volunteer hours beside their name:

Kelly Baumgartner-8.5
Jasmin Kanevski-8.5
Michaela Newton- 8
Michelle Gober-4
Patty Gross-4
Lisa Riel-3

Present online with their hours beside their name, were the following:

Erin Reynosa- 8
Sabrina-4
Ashley Musil-2
Chris Duffy-1
Carmen Geyman-2
Kate Jones-1


The committee worked together to accomplish the following:

- *Updated and edited the Education Committee Policy Manual
- *Updated, edited and made uniform the following:

- * The Afua Hassan Student of Color Scholarship
- * The Midwife Memorial Fund
- * The ATMMTP Scholarship
- * Created a possible new scholarship (Jasmin and Ashley explain this)
- * Updated and edited the Student Policy Handbook

The previous items were all finished tasks by the end of a long workday and are all ready to be presented to the ATM BOD for review.

Total Volunteer hours-54

 1-9-23 EC Workday minutes

Next Meeting Agenda Items

- 1.

Approved