



TEXAS STATE ATHLETIC TRAINERS' ASSOCIATION  
MID-WINTER BOARD OF DIRECTOR'S MEETING  
HILTON-AIRPORT  
AUSTIN, TEXAS  
JANUARY 31, 2010

**Call to Order:**

Board Chair Cathy Supak called meeting to order at 7:30 AM

Nancy Vanley, William Schneider, Mark Chisum, Scott Galloway, Dan Fuller, Cathy Supak, Josh Woodall, Ed Mizicko and Spanky Stephens attending; Lee Knox (Region 9) absent.

**Discussion & Approval of Minutes from July Meeting(s).\***

Josh Woodall makes a motion to pass the minutes from the July 31, 2009 conference call, Nancy Vanley seconds the motion, Motion passes with 8 votes in favor and region 9 absent.

Josh Woodall makes a motion to accept the minutes from the July 23, 2009 meeting, William Schneider seconds the motion, motion passes with 8 votes in favor and region 9 absent.

**Approval of Email votes since July.**

On 10/7/2009 Josh Woodall made a motion to hire Caliche Road Web Design to create a secure side to the TSATA website at a cost of \$900 and begin maintaining the website at a cost of \$50 per month. This motion passed with Knox, Galloway, Fuller, Woodall, Supak and Schneider voting in favor, Vanley and Chisum did not vote and Mizicko was absent do to medical reasons.

On 10/14/2009 Josh Woodall made a motion to pay Caliche Road Web Design \$600 to re-design the TSATA website. The motion passed with Woodall, Knox, Fuller, Supak, Galloway, Chisum and Schneider voting in favor; Vanley did not vote and Mizicko was absent do to medical reasons.

Josh Woodall makes a motion to accept these 2 email votes, Dan Fuller seconds the motion, motion passes with 8 votes in favor and region 9 absent.

**Board Chair's Report- Cathy Supak \***

**Executive Director Spanky Stephens Report:\***

- Spanky informs the BOD that there is discussion about a concussion bill that will be introduced in the next legislative session. He states that there will be physicians and athletic trainers assisting with this bill.
- The Gatekeeper fund is currently at \$2,600 Spanky states that this balance has not changed since about 2006.
- Discussion about selling TSATA apparel, Spanky states that there is minimal desire for apparel and limited income from this venture.
  - Mizicko suggests making it available for people to order apparel at SWATA
  - Galloway suggests giving apparel to individuals who attend the SM Instructors' course as a thank you benefit.
- Spanky states that the TSATA will help the Advisory Board of Athletic Trainers celebrate their 40<sup>th</sup> anniversary with a meal in conjunction with Hit the Hill day in Austin next session.
- The Mueller Scholarship initiative only brought in \$98.00 last year. Spanky has made a proposal to Mueller to continue the initiative by providing \$2,500 for 5 scholarships and the TSATA will provide \$500 for 1 additional scholarship.
- Jones & Bartlett, the publishing company of the book TSATA recommends for Sports Medicine has committed to a \$3,500 sponsorship and has also committed to royalties based on book sales.
- Spanky states that he will come back to the board at the summer meeting or next mid-winter meeting about his grant proposal.

#### Membership Report-Dan Fuller-Vice Chair\*

Dan states that elections will be held this year for regions 2, 5 & 8. Nominations for regions will open on February 15, 2010.

- Ed and Dan will rotate off of the board
- Dan asks William Schneider if he would like to run for re-election
  - Schneider states he will get back to Dan with his decision.
- Dan states that membership is up this year to 1,469 because of several factors including NATA and SWATA being in state this past summer as well as people who have joined after attending the SM Instructors' course.

#### Financial Report-Josh Woodall-Secretary/Treasurer

- End of year financial report submitted by Akin Business Services was sent to the BOD by email. Josh asks if there are any questions about this report. There are no questions on the report.
- Cathy asks for a motion to approve the End of Year Financials submitted by Akin
  - Ed Mizicko makes a motion, William Schneider seconds the motion, motion passes with 8 votes in favor and region 9 absent.
- Josh states that there has been a steady decrease in revenue to the association over the past 3 years, the association still has a positive balance however there is a trend of declining revenue. Because of this Josh recommends cutting back on the budget to some extent without cutting away from the functionality of the association. The proposed budget for 2010 represents an approximate decrease of 3%-4%.
  - Robert Ramos notes that the elections budget is only \$500 but at least \$1,000 needs to be budgeted for elections because in a time when we elect multiple regions the cost will be greater

- Cathy notes that it is in the policies and procedures that \$1,000 will be budgeted for elections.
- Spanky notes that even though our revenue is down we still made money in 2009. He does not like the idea of cutting back on his travel, he states he watches his travel and it is necessary. Spanky does not want to give the impression that we are all about the money and does not feel that we need any decrease in the budget.
  - Josh notes that the decrease in budget is only to be responsible and keep money in the bank to meet needs not to be all about the money.
  - Dan notes that he agrees with Cathy that we need to show our membership that we are fiscally responsible with their dues money. Dan recommends that we approve this budget and allow for an addendum if needed in July.
  - Mark Chisum is concerned that we are not taking care of the needs of the Executive Director in the budget.
  - Scott Galloway states that he feels it would be irresponsible of the BOD to approve a budget that we know we are going to amend in July.
  - Spanky states that he does not have a problem with his budget as long as we understand that we are a service organization and we be flexible to meet the needs of our membership.
- Cathy Supak asks for a motion to approve the proposed budget.
  - Ed Mizicko makes a motion, Josh Woodall seconds the motion, motion passes with 8 votes in favor and region 9 absent.
- Josh emailed information to the board information about having an external audit performed on the associations' financials. A CPA in Austin was contacted and an estimate to conduct the audit was submitted for approximately \$2,695 or approximately \$400 less for a review.
  - Mark Chisum asks if there is a reason that this is being proposed.
    - Cathy Supak states that she knows of no time when an external audit has been performed on the associations' financials. She feels that it would be prudent to have an audit performed every 3 years. Members want to know where the money is going and this way we have an audit to produce.
    - William Schneider does not feel that we need one, the people we have doing our financials are CPA's and with the little bit of money we have in the bank he does not feel it is needed. If we are questioned we can do it then.
    - Spanky states that he contacted the CPA that made the proposal and informed his office that the individual doing our books is a CPA. At this time Spanky states that the proposed auditors' office said that they were not aware of that and that this causes a problem. So basically what we are asking is for a CPA to check another CPA.
    - Josh asks who said this was a problem because Josh contacted Josh Whitfield at Akin, our accounting firm and asked what he recommended to which Mr. Whitfield stated that before working for Akin he did external audits, what he recommended was for an association of our size would be to perform a review rather than an audit. Although the review does not offer the same level of assurances

as an audit for level of internal controls we have a review may be better. Josh Woodall further explained that he contacted Ronald Meyer, the proposed auditor at the recommendation of Josh Whitfield which was to contact a firm other than Akin because the only way to get an “external” audit or review is to go outside of the company which maintains our books. The external auditor Josh contacted recommended the audit rather than the review because the cost is only \$300 to \$400 more for the full Audit. Given this Josh recommends an Audit be performed.

- Nancy quotes from Josh Woodall’s report that the treasurer strongly recommends a decrease in spending. Nancy states that she does not feel we need to perform the audit now.
- Cathy Supak asks if there is a motion for an audit
  - Ed Mizicko makes a motion for a review only, there is no second, motion fails.
  - Josh Woodall makes a motion for an audit, there is no second, motion fails.

### Board of Director’s Reports- \*

Region 8 – Ed Mizicko notes that UTSA will be adding football this year which should increase exposure for athletic trainers in the region.

Region 5 – Dan Fuller notes that the ETATS meeting has been postponed and rescheduled for February 27<sup>th</sup>.

### Committees and Task Force Reports

- **SWATA – Mike Pace** states that SWATA will not be able to provide TSATA with an endowment this year due to losses on meetings.
  - Cathy asks Mike Pace to contact Mike Carroll about getting a room at the convention center to hold the TSATA BOD meeting. She would prefer not to interfere with the committee meetings.
  - Spanky asks Mike if SWATA has asked Arkansas not to hold a state meeting like they have asked us.
    - Mike states that SWATA can not stand in the way of Texas or Arkansas doing this.
  - Cathy asks Mike to convey to the SWATA BOD that we be given the same parameters and courtesies given to Arkansas without interference.
- **Public Relations – Jamie Woodall** States that she needs representation from regions 2, 8 & 9
- Currently the TSATA Facebook site has 180 members
- Jamie states that the PR Committee would like to work with the College and University Committee to get the word out about the new Jurist Prudence exam for new licensees.
- William Schneider commends Jamie on a job well done over the past 6 months.

Action Items

- Cathy asks for a motion to approve the mission statement proposed for the PR committee
  - Josh Woodall makes a motion, Dan Fuller seconds the motion, motion passes with 8 votes in favor and region 9 absent.
- Cathy asks Jamie to select a few designs for member pins and submit to the BOD so that a vote can be taken on this
- Jamie would like to have the TSATA booth at SWATA close to registration in possible. She also states that she would like the booth to be manned by BOD members and Spanky as well as committee members.
- Cathy asks PR and Secondary Schools to look into possibly putting the job board in the TSATA booth.
- Cathy asks Mike Pace if there is a cost for the booth at SWATA
  - Mike states he will talk to Karl about this
- Cathy asks for a motion to approve a TSATA booth at SWATA
  - Dan Fuller makes a motion, William Schneider seconds the motion, motion passes with 8 in favor and region 9 absent
- Cathy asks for a motion to accept the letter presented by the PR chair to new licensees
  - Josh Woodall makes a motion, Ed Mizicko seconds the motion, motion passes with 8 in favor and region 9 absent.
- Cathy asks for a motion to approve the flyer for non-member education
  - Josh Woodall makes a motion, Ed Mizicko seconds the motion, motion passes with 8 in favor and region 9 absent
- Cathy asks for a motion to approve all of the SWATA posters
  - Ed Mizicko makes a motion, Mark Chisum seconds the motion, motion passes with 8 in favor and region 9 absent.
- Cathy asks for a motion to accept the 10 year anniversary plan submitted by the PR Committee Chair
  - Ed Mizicko makes a motion, Nancy Vanley seconds the motion, motion passes with 8 in favor and region 9 absent.

**Hilco Partners – David Anderson:**

- State Board of Education finalized new graduation requirements which increased the number of credits but did not name as many credits allowing more flexibility for kids to choose.
- At the Mid-Winter Administrators Conference commissioner Robert Scott stated that at his direction the agency will begin to review all of the rules he has authority over in the TAC to look for ways to create more flexibility for school districts. This would allow him to come back to the 82<sup>nd</sup> legislature with suggestions for change.
- Going into the 82<sup>nd</sup> legislature we are in the most significantly dismal financial state that Texas has been in for many years and it gets worse before it gets better. Right now the comptrollers forecast shows approximately an 11.5 to 13 billion dollar short fall between the revenue the state will bring in at current rates and the cost to maintain programs at their current level. The belief is that by the time we get to the start of the session if the comptroller is completely honest/frank with projections we will be looking at an approximately 17.5 billion dollar shortfall, almost twice as much as in 2003 when there were significant cuts in the states budget.
- David points out that there are opportunities in the legislature in these times. When there are financial short falls this is the time to look at policy changes.

- David asks what we want to look at as far as policy in the short term that doesn't have a significant financial requirement attached to it. And possibly long term that may have some financial requirement attached to it that we can get started with looking at into the future.
- Cathy asks what costs if any will there be with the concussion bill and with the change in climate is there fear among the democratic incumbents.
  - David states that Texas is a predominantly conservative state and typically you see the out of white house party do well.
- Spanky asks if it would be good to have a ratio of athletic trainers to student-athletes in the concussion bill which will be introduced this session.
  - David states that concussion issues are very big right now. With the amount of news coverage of concussions right now most legislatures know about it and want to do something to improve it. The association should have a triple option ready to go. File a bill with the ratio language included, and hope it goes through. Be prepared for the ratio language to come out of the bill if someone says that doesn't have a place in this bill, in this case the ratio comes out and the concussion bill goes forward. In this case we can drop the ratio this session or we can be prepared to have someone file a stand alone ratio bill. If we drop the ratio this session we are able to talk it up this session and come back with it next session.
- Scott asks David if having new born screening data added to a child's permanent health record is a departmental or legislative issue.
  - David states that anything dealing with permanent records is touchy dealing with privacy, the safest way to have it done is legislatively.

#### **TEA Curriculum Committee – Dennis Hart**

- We are in negotiations with UMHB to hold a course there, it will either be held there or at Texas State. UMHB will be the site if they host us without a charge, but will go to Texas State if there will be a cost at UMHB because it will be free. Texas State is attractive since we can also save money on instructor expenses with 2 of our instructors living there.
- Cathy asks if the TSATA logo is in the recommended text book
  - Spanky states that on the new addition of the text wording such as "as recommended by the TSATA" will be on the cover.
- Cathy asks if Dennis would like to change the policies and procedures for adding instructors, currently it is written that the BOD will appoint instructors at the recommendation of the committee.
- Cathy asks Dennis to put together an accumulative overview for the BOD of responses to surveys between now and Arlington.
- Dennis would like to promote the online discussion forum for instructors to communicate; this would be a member's only benefit.
- Cathy asks if it would be ok for us to send a letter to the school after an AT takes the course.
  - Dennis states he does not see a problem with it
  - Cathy further states we may need to ask permission in case the athletic trainer does not want the school to know they have this certification.
  - Spanky states this is not very feasible.

### **Secondary Schools – Jeff Mann**

- Jeff states that it would be beneficial and appreciated if BOD members and any other members interested would come help man the TSATA booth at meetings local to their area.
- Spanky recommends that it may be possible to have someone from the PR committee available at the TASBO meeting to sit in the Texas Kids First booth since our banner will be there. Spanky will let Jamie know where and when so she can try to arrange this.
- Jeff plans to open nominations for the Mueller Scholarship February 15<sup>th</sup> and close them March 31<sup>st</sup>.
  - Spanky says to hold on this until he hears back from Mueller
- Cathy thanks Jeff for all his hard work.

### **ICE – Rob Sandman**

- The committee is poling AT's in the non-traditional settings about what the committee can do for them, hope to have this in July.
- Rob has contacted BC/BS representative about something he had heard about AT's being put on contract, the rep confirmed this and said they are looking for this to happen some time this year.
  - Cathy states that she has spoke with Cathy Darenger who was also contacted about this. Cathy asks that the TSATA not step in just yet. Cathy asked Darenger to let us know when they are ready to move on this.
  - Spanky states that BC/BS has been a client of Hillco Partners and this has been a discussion for a while. Spanky likes the idea of working through the professional Athletic Trainers.
  - Cathy asks Rob to work with Spanky on this.

### **College and University – Carolee John**

- Lacking representation from regions 1, 3 and 5
- Would like to have a location survey done by May

### **Task Force for Policy and Procedures – Stephanie Keningham**

- Stephanie states that the verbiage of the P&P manual has been cleaned up.
- Texas State Representative on SWATA Board will fall under the responsibility of the BOD Chair. This means that qualifications to serve as BOD Chair now have to include being a member in good standing of NATA/SWATA as well.
  - Spanky states that he has a problem with only being able to elect a person who is a NATA/SWATA member as the TSATA BOD Chair if we approve this P&P change.
  - Cathy notes that the SWATA constitution states that in order to serve on there BOD that person must be a member of NATA/SWATA
  - Scott states that it may be better for our P&P to simply state that we elect a person from our BOD who is in good standing with NATA/SWATA to serve as state rep.
  - William states this could be a problem one day if we have no member of our BOD who is a NATA/SWATA member
  - Cathy states that the Chair was chosen to be the state rep because adding another voting member of this board would not be a good option. The

idea was to send someone to the SWATA BOD who has the authority to make decisions on behalf of the TSATA BOD. She has concerns about making the wording broad enough to allow any BOD member to serve in this capacity because we would really want someone with leadership experience going to that BOD so it may at least want to be a Board Officer.

- Spanky argues that any BOD member has leadership experience
- Josh states that there is a whole different level of leadership experience once a person has served as a member of the executive board. This is the type of experience we would want going between boards.
- Scott does not like the idea of having the language that being a NATA/SWATA member should be part of the qualifications of the TSATA BOD chair.
- Cathy states that it appears the BOD would rather have the P&P read that the state representative to the SWATA BOD be an elected BOD member who meets the qualifications.
  - This will be tabled for now and an email vote will be done at a later time to approve the P&P.
- Cathy states that we need to change the date on Spanky's contract to run along the same cycle as our fiscal year.
  - Josh points out that in July we will vote to give Spanky a contract extension until Mid-Winter when we can then vote on a contract renewal for a full term.
- Josh points out that the P&P manual states that the ED's expense reports should be sent to the Secretary Treasurer for approval. This is not how it is done currently, he asks do we want to change this or enforce this.
  - Spanky asks if anyone has a problem with they way he currently does it by sending the reports directly to Akin and the Treasurer getting a copy of it.
    - No BOD members confirm having a problem with this
- Josh states that the current manual shows that for a member to request a refund it has to be post marked 2 months prior to the mid-winter meeting but with our current dues structure this is not possible.
  - Spanky notes we have not had a request for refund recently
  - Josh agrees but states that it would be better for this to read that requests for refunds be postmarked 2 months prior to the summer meeting.
- Josh states that last mid-winter we voted to add to the P&P manual that BOD and Committee members would share rooms when traveling on association business when possible. In talking with Spanky he tells Josh that the majority of BOD members elected to pay for a portion of their room for this meeting rather than share a room. Josh asks if this needs to be taken out of the P&P manual. Josh states that this policy is fiscally responsible to ask this but as a whole this policy is not being followed by committees or BOD members.
  - William is in favor of removing this policy.
  - Cathy asks the BOD if we want to take this out and the consensus is to remove it.

#### **UIL – William Schneider**

- There has been no action taken on the Heat Acclimatization statement.

- MAC will meet in April 18<sup>th</sup>.
- No changes to health history or physical form

### **Web-Site – Josh Woodall**

- New web design is up and running, there were hiccups initially but we have worked through them.
- We can now do membership cards using our member's only section. The cost would be about \$400
  - Cathy asks if it would be better to have a program to print cards as people came by at SWATA or mail if necessary
  - Josh states that we probably could do this but the cost would be less to set it via the website.
  - William asks how many people actually want a card
  - Cathy states we should table the membership cards
- Scott asks if the job board will ever be part of the members only section
  - Josh states that it could be but it would be a board vote to do so
- Ed Mizicko makes a motion to make the job board a member only benefit, Nancy Vanley seconds the motion, Discussion:
  - William asks how much it costs to make the job board members only
  - Josh states there is no additional cost for this
  - Motion passes with 8 votes in favor and region 9 absent.

### **List Serve/Forum – Scott Galloway**

- Scott states that the list serve has not been near as productive as we have hoped.

### **Governmental Affairs:**

- Dan O'Connor is no longer the chair but told Cathy that he feels that this should not be a committee; most of the duties went between Spanky and the GA Chair. Cathy asks for recommendations from the BOD.

### **New Business**

#### **Membership Survey's:**

- Cathy is concerned about overwhelming membership with surveys. Because of this Cathy has determined that survey's need to be sent only to members they apply to.

#### **Goals:**

##### **6 month –**

- Finalize Policy and Procedures Manual
- Make members only section of the TSATA website fully functional

##### **1 year –**

- Learn Robert's Rules of Order and run meetings more efficiently.
- Better Regional Representative appearances at regional meetings
- Better communication via email, phone, etc.

**5 years –**

- Increase membership 10% over 5 years

Old Business

**THSCA/TGCA Professional Development Speakers- Hondo Schneider**

- There is a possibility to have a speaker at Girls Coaching School but there is not one lined up yet. The boys coaching school has not committed yet.
- Cathy asks if Scott will be willing to present on Sickle Cell at Girls Coaching School
  - Scott agrees to speak

**Next Meeting Date/Place/Time and Adjournment**

Summer meeting will be Wednesday July 21<sup>st</sup> from 2:00pm to 7:00pm

If we have to meet after the Texas state forum we will meet after 5:00pm in Spanky's room.

Ed Mizicko makes a motion to adjourn, Mark Chisum seconds the motion, motion passes with 8 votes in favor and region 9 absent.