

**Texas State Athletic Trainers' Association
Regional Director's Summer Meeting Minutes
July 13, 2011
Houston Galleria
Houston, TX**

Welcome and Call to Order, Cathy Supak, Chair

- Meeting called to order at 3:20pm by Board Chair Cathy Supak
- In attendance: Cathy Supak, Scott Galloway, Josh Woodall, Darrell Ganus, Lee Knox, Brian Farr, Nancy Vanley,
- Absent: William Schneider, Mark Chisum (arrived at 4:25pm)
- Guests: Mike Carroll, Kathy Dieringer, Rodney Murray, Jamie Woodall, Bucky Taylor, Mike Pace, Dennis Hart, David Weir, Stewart Myrick,

Discussion and approval of minutes from mid-winter meeting and February conference call

- Supak asks for a motion to begin discussion of the mid-winter minutes
 - Darrell Ganus makes a motion to begin discussion of the minutes, Lee Knox seconds the motion
 - No discussion
 - All in favor, motion passes with 7 votes for and 2 absent
- Supak asks for a motion to begin discussion of the February conference call minutes
 - Darrell Ganus makes a motion to begin discussion of the minutes, Nancy Vanley seconds the motion
 - No discussion
 - All in favor, motion passes with 7 votes for and 2 absent

Board Chair's Report – Cathy Supak

- Board Chair's report was submitted prior to the meeting
- Supak states that she attended SWATA Executive Board Meeting to observe their activities in order to pass along information to the new TSATA Board Chair and officers. Main items were:
 - SWATA budget was reviewed
 - NATA's Vision Quest was discussed
 - Motion to allow associate members of NATA to vote was voted down
 - BOC fees and pricing will change and will be outlined at the SWATA forum
 - SWATA Executive Board states members will make more efforts to attend regional meetings. TSATA Regional Directors are asked to inform Mike Pace of regional meeting dates
- Supak addresses her suggestions as outgoing Chair:

- Urges repeat of 2009 membership survey – results of 2009 survey handed out
- Recommends review elections process to streamline process
- Recommends revisiting the topic of awards as it was not finalized

Executive Director’s Report – Spanky Stephens

- ED’s report was submitted prior to meeting
- Stephens discusses work on, and outcomes of, HB 2038
- Stephens attended a fundraiser for Senator Four Price’s campaign where he received feedback from other senators expressing gratitude for the work on HB 2038.
- Stephens will address key points of HB 2038 at Texas State Forum
- Stephens met with reps from Jones and Bartlett who expressed their satisfaction with the relationship with the TSATA Sports Medicine Courses.
 - Stephens was approached by a company (Athletic Department Solutions?) that is interested in becoming a sponsor for the TSATA. The company offers a program where they will submit insurance claims for high school athletic training programs for services rendered. The company will share a percentage the profits made from the claims with the ISD.
 - Scott Galloway talks about his school’s participation in a trial program with the company and expressed his initial satisfaction with the program.
 - Josh Woodall questions the practice of billing patients with insurance but not billing patients without insurance as may occur with the program.
- The Sports Medicine Courses will not be offered to other state associations at this time, but the process is still being looked into. The contract with Dennis Hart has not changed.

PR Committee Report – Jamie Woodall

- Requests the Board of Directors’ help with TSATA booth, SWATA Welcome Reception, and Anniversary Celebration. A great deal of work was put into the events and the events are expected to go over well.
- Discusses process of how the Welcome Reception will work
- TSATA anniversary video will be shown at State Forum

Mike Carroll, UIL

- Mike Carroll replaced William Schneider as liaison to UIL as appointed by the Board Chair Cathy Supak
- Attended UIL meeting. Significant proposals that could affect athletic trainers included:
 - a mandatory four day helmet only period at the beginning of spring football practice

- mandatory mouthpieces for most sports
- area track meets will most likely be created after district meets prior to regionals
- UIL added questions to rules and compliance program regarding HB 2038/concussions. UIL is stating that following the Federation guidelines is acceptable for concussion management as outlined in HB 2038
- The UIL web site has a “safety training” Powerpoint that includes information on concussions and HB 2038.
- Carroll will attend the Medical Advisory Committee in October.
- Carroll informed UIL’s Dr. Cousins that the TSATA would like to be involved with any implementation or guidelines regarding HB 2038. Cousins has not replied to the offer.
- Nancy Vanley requests that the topic of cognitive rest be addressed and included in future discussions regarding concussions and HB 2038. She also requests that this be addressed at the State Forum when giving the highlights of HB 2038.
- Darrell Ganus raises questions about the impact of the Federation and UIL’s guidelines, regarding the management of concussions, on complying with HB 2038.
 - Spanky Stephens comments that the Federation guidelines and UIL’s recommendations could be used with the newly established requirements of HB 2038 in developing the concussion management program. It will be up to the school district to develop a program as they see fit and it can be based on the Federation and UIL’s guidelines. HB 2038 simply requires a management program be in place, but does not set guidelines on how the concussions will be handled.
- On behalf of SWATA Board, Carroll compliments Jamie Woodall and the PR Committee on their work for the SWATA Welcome Reception

Vice Chair’s Report - Scott Galloway

- Membership
 - Reports numbers are staying the same over the past few years at 1,300-1,400 members
 - Suggests finding ways to increase membership numbers as there are many AT’s in Texas (estimated at up to 1,000) that are not members of the TSATA
 - Suggests looking at ways to remind members to renew their membership via E-blast, postcard, etc.
- Elections
 - Terry Greenup is the new Director of Region 9 and Bubba Wilson is the new Director of Region 6
 - There were two ties before a winner was declared
 - Supak states the votes were collected and certified by Akin Business Services and asks for a motion to approve the election results.

- Scott Galloway motions to approve the election results. Lee Knox seconds.
 - All in favor, motion passes with 7 votes for and 2 absent
 - Galloway suggests that the process of elections be reviewed to see if there is a more efficient process. He is concerned about the low numbers of voters and the costs associated with mailing the ballots. He states there were some issues with the process this year that made it less efficient than it could be. Also expressed concerns about getting updated contact information on members as many ballots are returned due to old addresses. The same occurs with changes in e-mail addresses. We also need to review the zip codes used to determine regions as some zip codes have changed.
 - Stephens comments that we received nearly as many votes via e-mail as we did via paper ballots being mailed out and returned
 - Supak comments that SWATA had some issues with e-mailing ballots and needed to mail out paper ballots to a number of members. They had a high rate of return on the paper ballots. The highest rate of return was within the first 2-3 weeks of the 6 week election
 - Josh Woodall recommends that we speak with the company that SWATA uses for their elections to get an idea of how much it would cost the TSATA to conduct voting via e-mail with a third party overseeing the process.
 - Supak recommends we request more regular updates on membership from the District Secretary
 - Galloway replies that he did get regular updates but the process takes a lot of time to break down and sort

Mark Chisum arrives at 4:25pm

- E-blast
 - Galloway expressed concern about the future of sending the E-blasts as it goes out via the school's web server. He experienced a change in his school's server that limited the number of e-mails that could be sent at once, which increased the time it took to send the e-mails. This is something the Board needs to consider for the future depending on who will do the E-blasts. Some school districts may not allow the e-mails to be sent via their server or may restrict the number of e-mails that can be sent. The Board may need to look into an alternative delivery system. Approximately 25 of the 1400 e-mails are sent back due to bad e-mail addresses.
 - Bubba Wilson suggests looking into a web server that can handle the e-mails in a more efficient manner

- Josh Woodall states the our current server, Go Daddy, may have an upgraded service that we can purchase to handle this process
- Spanky Stephens suggests adding a member only log in area for elections on the current TSATA web site

Bucky Taylor – member

- Submitted a letter to the Board commending the Board, Spanky Stephens and Hilco Partners on the progress made on HB 2038. He also gave a summary of the process of getting the bill implemented and commented on Spanky’s influence and work on getting the bill introduced and passed.
- Taylor spoke at the coaches’ school and commented that things went well and that there was a great deal of interest in HB 2038.

Financial Report – Josh Woodall, Secretary-Treasurer

- Treasurer’s report was distributed to BOD prior to meeting. All budgets are within allowance at this time, although the report from Akins shows some are over-budget. Some charges were credited to the wrong account and this was reported to Akins for revision of the financial reports. ED’s budget is approaching the allowance. Josh gives update on income to expense comparisons and reports the Association is in a good financial situation overall.
- Spanky Stephens reports a need for increased funds in ED’s travel budget to allow for travel expenses related to HB 2038.
 - Josh Woodall suggests amending the budget with smaller, incremental increases in light of the trends of decreased income and increased spending.

Rodney Murray – Secondary Schools Committee

- Five scholarships were awarded to high school students.
 - Spanky Stephens comments that Mueller is not paying for the scholarships this year, therefore, the TSATA is paying for the scholarships. Mueller wants a rep to speak at the presentation of the scholarships in order to pay for the scholarships.
- Location project is planned for the year.
- Attended Girls’ Coaches School and plans on attending High School Coaches Association also.

Mike Pace – SWATA Liaison

- Report submitted to BOD
- Cathy Dieringer will be new District 6 Director.
- History and archives have been digitized
- NATA is creating a State Association Advisory Group. Information should be received from NATA soon

- SWATA want to shorten election time to four weeks instead of six weeks
- Arkansas Athletic Trainers' Association has introduced legislation regarding Athletic Training
- SWATA Board will attempt to hold more regional meetings

Break called at 5:15pm

Return to order at 5:40pm

David Weir and Stewart Myrick Advisory Board of Athletic Trainers

- Thanks BOD for financial support to 40th Anniversary celebration
- Reports an LAT received a cease and desist order from the _____ (Board of Orthotics and Prosthetics?) and the Advisory Board is investigating the circumstances and will follow up with the complaining board
- There are less people sitting for the licensing exam since the new rule was introduced that allows BOC certified athletic trainers to forgo the licensure exam
- Brian Farr raises a question brought by a member of his region asking if the TSATA has considered amending the LAT requirements so that licensing will be based on BOC certification instead of a separate licensure examination.
 - David Weir states that it was discussed years ago, but has not been seriously considered

Board of Director's Reports

Region 2: report submitted, no discussion

Region 3: report submitted, no discussion

Region 4: report submitted, no discussion

Region 5: report submitted, no discussion

Region 6: report submitted, no discussion

Region 7: report submitted, no discussion

Region 8: report submitted, discussion continued regarding a member's request for TSATA to support eliminating the LAT examination and recognizing BOC certification in its place. It is determined that the issue is one for the Advisory Board, not the TSATA. Farr will inform the member that she should follow up with the Advisory Board. Issue is tabled until Mid-Winter meeting.

Region 9: report submitted, no discussion

Dennis Hart – TEA Curriculum Committee / Sports Medicine Courses

- Report submitted
- Distributed and discussed course evaluations from the course held earlier in the day
- An extra course was added in San Antonio and had 25 attendees
- Total number of attendees for the year was 102 including 10 updates
- Reduced number of instructors for smaller courses as a cost saving measure
- For the course held in Mesquite, no instructors submitted expense reports for travel as a cost saving measure
- Sports Medicine III is in the works. Awaiting word from the TEA.
- Proposed sites for upcoming year and recommended the course fees remain the same.

Volunteer List – Scott Galloway:

- Scott Galloway reports he only received one or two names, but has not seen an actual list. Cathy Supak states SWATA shared their list with the TSATA. We can look at the SWATA list for potential volunteers. Josh Woodall states we have a volunteer list on the Association's web site that can be sent to Vice Chair.

Website Update – Josh Woodall

- Updated volunteer form on site
- Discussion about making job board for members only. Josh did not receive any responses from website management design group (Caliche Road) and can not provide an opinion on whether or not it can be done.
- Membership directory was updated
- Josh asks if BOD is interested in seeking another web design group because of slow responses and lack of responses from Caliche Road.
- Spanky Stephens states Bucky Taylor has expressed interest in helping with the web site.
- Josh states that he believes the Secretary/Treasurer should continue to be the liaison between the web site folks and the BOD.

Chair Cathy Supak relinquishes the meeting to Vice-Chair, Scott Galloway

- Scott Galloway welcomes new BOD members Terry Greenup and Bubba Wilson
- Cathy Supak and Lee Knox exit the BOD meeting.

Action Items / New Business:

- Nancy Vanley makes a motion to add \$6,000 to ED travel and expense budget for the remainder of the fiscal year. Mark Chisum seconds.

- Treasurer Josh Woodall urges caution in increasing budgets in large sums and suggests a small increases as needed
- Brian Farr reminds BOD that budget amendments were discussed during the mid-winter meeting. Discussion ensues regarding the need for areas to stay within their established budget and the need of area heads to request an amendment to the budget from the BOD if there is an expectation that the area could go over budget prior to the additional expenses being incurred.
- Spanky Stephens discusses his travel plans for the remainder of the fiscal year and believes \$6,000 will suffice.
- Darrell Ganus asks if funds can be transferred from other line items to cover the increase in the EDs travel expenses.
 - Josh Woodall states that money will need to be pulled from our savings account to cover the overages and budget amendments
 - Spanky Stephens notes that he has obtained \$6,000 in donations to help cover some of the expenses related to the PR special projects (Welcome Reception, etc.) so there should be unused money in the PR budget.
 - Josh Woodall notes that the EDs travel budget was originally \$10,000 and was amended to \$15,000 during the mid-winter meeting and now there is additional \$6,000 requested which will result in a \$21,000 travel budget. He suggests the BOD handles the budget amendment on a case-by-case basis instead of granting \$6,000 now.
- Motion (by Vanley) passes with Region 1,3,4,5,6,8,9 in favor and region 7 against, region 2 absent.
- Josh Woodall makes a motion that the Association offers Mueller the opportunity for a Mueller representative to present the scholarship checks at the Texas Forum if Mueller sponsors the scholarships. Terry Greenup seconds the motion.
 - Darrell Ganus expresses his objection in letting Mueller present the scholarships
 - Brian Farr expresses that an agreement or contract needs to be made to prevent Mueller from backing out after a set date as happened this year
 - Motion passes with Regions 3,6,7,8,9 in favor and 1,4 and 5 opposed. Region 2 is absent.
- Darrell Ganus makes a motion to accept the SM Course locations (SPATS, SWATA, San Marcos, Midland) as recommended by the TEA Curriculum Committee Chair, Brian Farr seconds the motion, motion passes with all in favor and region 2 absent.

- Scott Galloway states the Association needs to recognize the people (Sens. Price & Duell, Bucky Taylor, Dennis Hart, etc.) that put effort into helping the Association with HB 2038 and other major accomplishments.
 - Spanky Stephens states a gift basket or something similar will be sent to the Senators offices as a show of appreciation.

- Policies and Procedures update regarding elections
 - Tabled until mid-winter meeting

- 2009 Survey – Scott Galloway (from Supak’s Chair’s report)
 - results were received in 2009 and the BOD, at that time, reviewed the results and acted on suggestions. Exiting Chair Supak urged new BOD to look into repeating a similar survey in her Chair’s report.

- David Traylor, member
 - discussed the idea of a Texas Athletic Trainers’ Hall of Fame and urges the Association to look into the idea in the future – possibly in the Texas Sports Hall of Fame in Waco. Arkansas is in the process of finalizing their state’s Hall of Fame and is a nice example.
 - Spanky Stephens will follow up with Vern ___ with the Texas Sports Hall of Fame in Waco

- BOD Yearly Goals – Scott Galloway (from Supak’s Chair’s report)
 - Mid-winter goals:
 - Make the job board a member’s only section on the Association’s website
 - Not met at this time, still in process
 - Increase Association membership by 100 members
 - In process, memberships numbers are not finalized yet
 - Decrease spending by 15% in the next fiscal year
 - In process, will begin with next fiscal budget
 - Scott Galloway urges follow up on ideas and goals on a regular basis instead of just at mid-winter and summer meeting. He suggests the meeting minutes be shared with the BOD within 4-6 weeks after the meeting so we do not lose sight of our goals and ideas from the meetings.

- Nancy Vanley urges the Regional Directors to contact LATs in their regions that are not members of TSATA to find out why they are not members.
 - Bubba Wilson states that the Association needs to do a better job of showing members what the Association does, why it is important that they join and support the Association, and get members involved with projects and committees.

- Officer Elections
 - Scott Galloway nominated for Board Chair by Mark Chisum, second by Terry Greenup. No contest.
 - Scott will also serve as Texas State rep to SWATA. Nominated by Nancy Vanley with second by Mark Chisum. All in favor with Region 2 absent.
 - Josh Woodall nominated for chair by Brian Farr – Josh respectfully declined.
 - Darrell Ganus nominated for Vice Chair by Bubba Wilson, second by Brian Farr. No contest.
 - Brian Farr nominated for Secretary-Treasurer, second by Darrell Ganus. No contest.

- New position with NATA's State Association Advisory Committee / State Associations' Group
 - The purpose of the committee is to get information from the state association to the NATA and to get information from the NATA directly to the state board
 - Not enough information to determine who will serve on the committee at this time. Board Chair Galloway will appoint someone when more info is obtained.

- Executive Session at 8:05pm

- Return from Executive Session at 8:09pm

- Darrell Ganus motion to adjourn, Brian Farr seconds motion. All in favor with Region 2 absent. Meeting is adjourned at 8:13pm