

FOTA Board and Leader Report Form

Name : Brent Cheyne

Position: President

Date report submitted: 10/14/17

Date of Board meeting 10/24/17

1. FOTA Activities (since last meeting)

- Assumed Presidency on July 1st of 2017
- Met with outgoing President, Elena Vizvary for transition of information and materials
- Transitional Phone calls to Treasurer, Kathleen Frahm, and VP Deb Misrahi, Nominations Chair Cari Murray-Slutsky, Admin Assistant, Janine Silvaroli, e-mails to Regional Reps and Chair Cathy Peirce, and SIS Chairs including Practice Chair Ric Carrasco.
- Met with incoming BPPC Chair, David Pallister and Marsha Shuford regarding upcoming issues and needs related to Bylaws and policies, procedures
- Chaired Monthly Executive Officer conference calls for planning and updating issues primarily for conference planning and governmental affairs (GA)
- Collaborated with Kelly Uanino and Sharon Rosenberg to gather feedback from Executive, Chairs, Regional Reps, and SIS Chairs regarding priorities for the coming legislative sessions and overall lobbying strategy for the coming year
- Chaired the Leadership Development Program committee and implemented a pilot program targeting nominees who are occupational therapy assistants, with an event held August 5th at Polk State College with 19 OTAs in attendance
- Facilitated access and account signer and debit card holder for the FOTA Suntrust accounts
- Met regularly with Admin Assistant, Janine Silvaroli to discuss ongoing issues with operations of the organization, Memberclicks website platform issues, marketing and promotion of membership and conference attendance. Assisted with posting of Facebook content and e-blasts, and FOCUS newsletter content
- Forwarded numerous exhibitor prospects to our Conference Exhibitor Coordinator
- Conducted a phone interview with Telehealth Experts from Miami Children's Hospital and connections to Telehealth policy initiatives in the state
- Facilitated the implementation of Medbridge Online Learning Benefit with FOTA discounts and roll out of portal access via Janine's help
- Attended 2 teleconference seminars with the Florida Healthcare Workforce Initiative
- Participated in Listserv discussions and teleconferences with the Affiliated State Association Presidents (ASAP), and AOTA Liasons Chuck Willmarth, and Chrissy Vogley
- Phone call meeting with FLOTEC Chair, Pam Howe to connect on shared issues and concerns
- Conducted a Phone meeting with incoming RA Rep Edwin Myer of FGCU, discussed his transition and appropriate collaboration from AOTA to FOTA
- Assisted in Conference FOTA Awards Process, nominations, and outreach to Presenter David Clark
- Where possible welcomed and thanked all individuals for their service, and hard work, and/or willingness to come aboard and serve FOTA

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2. Goals Met:

- General outreach to FOTA Board, community partners, educators, other state associations and AOTA
- Pilot program for OTA leadership Development started
- Regular meetings with Executive Officers, Conference and GA, and Admin Assist
- Communication of mission, values, priorities

3. New Goals:

- Plan face-to-face board meeting for June 2018
- Assessment of Conference 2017 and plans for future conference practices- Contract options
- Assessment of Memberclicks Website Platform performance cost/benefit –Contract renews July 2018
- Collaborate with BPPC to set an agenda for review and update of documents
- Membership: explore and implement membership renewal, retention and expansion practices, assess effectiveness
- Leadership Program progress via continuing education events targeting OTA, new Grad OTs, and seasoned/to retired OTs
- Improve communication within FOTA and to members through
- Examine, review practices in alternative revenue streams – job page, amazon link, others....

4. Resources needed:

Accounted for in budget for fiscal year

5. Action/motion for board meeting:

None at time of writing

6. Concerns /suggestions:

This President plans to hold only one term of office, and the nominations committee is notified of the need for recruiting of new candidate for President-Elect.