



**VATA  
Executive Council  
Conference Call Minutes**

Sunday, June 7, 2015  
8:00 pm –9:00 pm EST  
Jay Sedory, MEd, ATC, EMT-T, Presiding

**Roll Call**

**Attendees**

Jay Sedory (President) \*P  
Beth Funkhouser (Secretary) \*P  
Ian Rogol (Treasurer) \*P  
Amanda Caswell (Past President) \*P  
Matt Gage (President Elect)  
Rob Hammill (C & B) \*P

Daniel Carroll (Region 1) \*P  
Anna Sedory (Region 2) \*P  
Scott Powers (Region 3) \*P  
Mitch Callis (Region 4) \*P  
Jorena Simpkins (Region 5) \*P  
Caitlyn Richbourg (Region 6) \*P

**Guests**

Becky Bowers (Lobbyist) \*P  
Justine Blincoe (B2L intern) \*P  
Grace Weniger (H & A) \*P

**Welcome & Call to Order**

Call to Order at 8:05pm

Request to change agenda, with addition of RMH proposal to agenda

Approval of Agenda & Minutes

- Motion Scott Powers; 2<sup>nd</sup> Danny Carroll
- Motion Passes unopposed

**Announcements/ News- Jay Sedory, President**

NATA-

- Deadline to register for state leadership forum

MAATA-

- Reviewed District budget
- ilead- \$5,000
  - Will students go through MAATA to get funding? Or will state pay and get reimbursed by MAATA?
  - Student Senate attendees need to go through MAATA. Advisor to senate will oversee.
- MAATA Meeting Updates
  - Membership finally had quorum to vote on C&B changes
  - NATA bylaws changes go through the District meeting.
  - Board meeting- Jim Berry talked about his campaign process. It was won by less than 7 votes.
    - Didn't feel he violated any code of ethics through his campaigning.
    - Moving forward, the state presidents expressed their opinions about this. A couple had concerns.
    - Director Aronson offered to assemble a taskforce to examine appropriate nominations and campaigning. Former Director Baker, Jay Sedory, NC President, Young Professional Committee Rep. will be on taskforce

**VATA Business**

- Virginia AT Advisory Board Meeting-

- President stressed the need to have a consistent presence at this meeting.
- 15 minutes for public comment at beginning of meeting
  - Fast Track amendment to “Student Athletic Trainer” Language
    - Student Aide statement was discussed
    - Unlicensed = Falls under that category.
      - Complaint driven Board. Unless address problems as they come along.
      - Becky Bowers-Lanier contributed: Board has no authority over anyone who is unlicensed. So, if a school sends a student unsupervised, they can’t do much. Can only go after those individuals who are regulated.
        - So, would complaint have to go against the supervisor?
          - Potentially
  - Licensure Reflection
    - Agree there needs to be consistency. Degree, license, certification.
      - Didn’t discuss advantages of disadvantages putting it into the Rules & Regulations Language.
  - Summer Camp Q&A
    - Medical Director for Summer Camp. Dr. Harp says you should have a documented agreement between a supervising physician to stay in line with practice act.
  - World Police Games
    - Volunteers from out of state- protocol.
      - Need to present documentation. Currently, case by case basis.

## **Old Business**

### **Constitution & Bylaws- Rob Hammill, Chair**

- Amendment to who has voting rights to keep language consistent
  - Policies & Procedures document
    - Google Document to share with group to make discussion and updates easier
- Department of Health Professions preference of Licensure
- Motion to table VATL Document Discussion until next meeting
  - Ian Rogol, 2<sup>nd</sup> Danny Carroll
    - Motion carried- VATL document\* - tabled

### **Helmet Sensor or Concussion Task Force - Amanda Caswell**

- “Word on the Street” is there will be some presentations on the topic at NATA. Will report back after the NATA meeting should new information be presented

## **CUATC student aide statement – Caitlyn Richbourg, Co-Chair**

- AT Advisory Board is currently reviewing the document
- Will share results when she hears back from that group.

## **Secondary School – tabled**

### **New Business**

#### **Honors and Awards - Grace Weniger, Chair**

Tie breaker, President Challenge Award

- Tie Breaker- Realized when we had a tie situation last year, that we had no policy. So, we did a re-vote which broke it. (see documentation)
  - Tie goes to Re-Vote. If still tied. Then to President. If no Pres, then Pres-Elect and so on.
  - Policy will need to be available in the P&P manual. Reasonable to include it in Nomination materials as well.
    - Motion to accept VATA Honors & Awards Tie Breaker Policy with amended wording to describe the chain of command in sentence form.
      - Scott Powers; 2<sup>nd</sup> Caitlyn Richbourg
        - Motion carried unopposed.
  - President's Challenge Award
    - Revive the award for individuals who are not ATs, but who are major contributors to the profession.
      - Committee member suggested including ATs as possible candidates who may not fit into another ATOTY category
    - Would like to make it part of the Awards Ceremony this year.
      - Discussion of terminology and wording of purpose and eligibility.
        - Request to remove time limit of service from criteria
        - Request to have nominees come from the EC
        - Award initiated because EC felt these individuals had made great contributions to concussion legislation and they felt we needed to recognize them
      - Would we need to alter C&B?
        - Members could nominate with a Region Rep/EC Endorsement.
      - Could still advertise this with other awards. With the information to contact region reps.
        - Don't want to lose anyone who would be deserving.
        - Jay Sedory suggested updating the proposal and resubmitting to the EC.

#### **Secondary Schools**

- Motion to table SS discussion to a later time.
- Danny Carroll, 2<sup>nd</sup> Ian Rogol
  - Motion carries

### **Region Rep Reports**

1. Danny Carroll- Nothing New

2. Anna Sedory –Nothing New
3. Scott Powers- Proposal for later in the discussion
4. Mitch Callis- Upcoming event, VATA sponsored, 70 ATs signed up so far.
5. Jorena Simpkins- Nothing new
6. Caitlyn Richbourg- Nothing New

**Closed Session: Guests left call**

- Minutes regarding closed session discussion available on EC section of Website: <http://www.vata.us/page/show/1370084-executive-council-resources>

**Project Proposals/Requests:**

- Proposal to Amend Travel Plans
  - Matt Gage will be attending BOC regulatory conference, booked flight out of Raleigh to minimize cost, Jay proposes amending travel plans to allow for Matt to fly out of a closer airport.
    - Ian allowed that parking and driving to Raleigh would cost just as much if not more than the more expensive flight out of Raleigh, so no real net cost change.
  - Motion to amend his travel request to allow him to fly out of Lynchburg versus Raleigh.
    - Danny Carroll; 2<sup>nd</sup> Caitlyn Richbourg
      - Motion Carried
  
- RMH- 2<sup>nd</sup> Annual Sports Medicine Conference- Scott Powers
  - Proposal to help sponsor event. Will have ATs and Local physicians presenting
  - Money has been budgeted to do this in the annual budget. (\$500)
  - No charge for the conference. Submitting for approval for 4 EBP units
    - Positive feedback from last year's event
    - Townhall with attendees will return
  - Motion: Caitlyn Richbourg; 2<sup>nd</sup> Danny Carroll
    - All on call in favor- Motion Carries
  
- Quiz Bowl Assistance
  - Bridgewater won the MAATA Quiz Bowl- all are planning on going to NATA to compete.
  - Would like to provide them some well wishes, maybe a gift card.
  - Show some good faith and support.
    - Discussion:
      - In the future, possibly explore some funding of the Virginia representative to the Quiz Bowls, perhaps 1/3 institution, 1/3 state, 1/3 District or student.
      - History of discussion on funding for Quiz Bowl.
        - Cost driven restrictions rather than not wanting to fund historically

- Remember more conversation regarding plaques and the organization paying for awards than travel or support.
- Ian Rogol, treasurer Proposes covering one night of their hotel stay.
- Jay Sedory will follow up with Scott Powers to see what the team needs and see what other states have done to help support QB teams.

Motion to Adjourn:

- Scott Powers; 2nd Mitch Callis
- Motion Passed unanimously

Meeting Adjourned at 9:40pm

Respectfully Submitted,  
Beth Funkhouser, Secretary

Action Items:

<b>Motions/Approvals</b>	<b>Follow-Up</b>	<b>Tabled Discussions</b>
VATA Tie Breaker Policy Approved	AT Advisory Board Items	
Amend Pres Elect travel plans to fund flight out of Lynchburg	Quiz Bowl Funding Protocols	VATL Document Discussion
Sponsorship of RMH Event (\$500)	President's Challenge Award Proposal	Secondary Schools

\*Support Documents Follow

<b>COMMITTEE/ GROUP/ REGION:</b>	<b>Honors &amp; Awards</b>	<b>Date:</b>
<b>Title:</b> Ties in Honors & Awards Voting		
<b>ENCLOSURES:</b> VATA H&A Policy 2015.docx		
<b>1. Background:</b> This past year, we had a tie during the voting of two Athletic Trainer of the Year nominees. We were able to resolve the tie with a re-vote, but this made us realize the need for a policy on tie-breaking situations.		
<b>2. Purpose:</b> Create a policy and procedure on breaking ties for all Awards		
<b>3. EXECUTION:</b>		
<b>A. METHOD:</b>		
<ul style="list-style-type: none"> <li>● Have discussion within Honors and Awards Committee, make recommendation to Executive Council.</li> <li>● Have discussion with Executive Counsel and make necessary revisions</li> <li>● Make policy change as a part of the policies and procedures manual</li> </ul>		
<b>B. PROJECT DEVELOPMENT:</b>		

**PHASE I (March 2015-May 2015):** Discuss wording and potential changes with Constitution & By laws, committee members, and executive council

**PHASE II (May 2015 – July 2015):** Finalize wording on policy and ensure all EC members understand future procedures. Enact these policies for the 2015-16 awards year.

**PHASE III (January 2016):** Review if policy is fair, equal, and consistent at the end of each awards cycle

**C. TASKS:**

<b>Officers</b>	<ul style="list-style-type: none"> <li>- <u>President</u>; Provide feedback, vote</li> <li>- <u>President elect</u>; Provide feedback, vote</li> <li>-<u>Past President</u>; Provide feedback, vote</li> <li>- <u>Secretary</u>; Provide feedback, document, vote.</li> <li>- <u>Treasurer</u>; Provide feedback, vote</li> </ul>
<b>Region Representatives</b>	-Provide feedback, vote
<b>Constitution &amp; By-Laws</b>	<ul style="list-style-type: none"> <li>-Ensure wording is appropriate and there is no possibility that the outcome can be in doubt during a tie.</li> <li>-Add policy and maintain overall H&amp;A policies in manual</li> </ul>
<b>GAC</b>	
<b>Public Relations</b>	
<b>Scholarship</b>	
<b>Honors &amp; Awards</b>	Lead discussion, maintain record of policies
<b>Student Affairs</b>	
<b>CEP</b>	

**COORDINATING INSTRUCTIONS:**

**TIMELINE:**

**PHASE I (Preparation Phase, MARCH – MAY 2015):** Discuss policy change with

committee members, constitution and bylaws committee chair, and honors and awards co-chair

**PHASE II (Execution Phase, 7 JUNE 2015):** Discuss policy with EC, make necessary corrections

**PHASE III (Review Phase, 5 JULY 2015):** EC will Vote based on recommendations

**4. FUNDING AND BUDGET:** There is no financial aspect to this proposal

**5. PROJECT GROUP DETAILS:**

- A. Project leader: Grace Weniger ([graceweniger@gmail.com](mailto:graceweniger@gmail.com), 434.409.7390)
- B. Project group: Denise Massie ([dmassie@su.edu](mailto:dmassie@su.edu))  
Jessica Eisenburg ([jess.zink@gmail.com](mailto:jess.zink@gmail.com))

X GRACE WENIGER, PES, ATC, MED

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To: Executive Council, VATA  
RE: Tie Voting Proposal

Ties in Honors & Awards Voting

Each year, the VATA Honors & Awards Committee presents the nominations to the Executive Council. The Executive Council votes for the award winners.

In the event of a tie, only those nominees who are involved in the tie will be included in a re-vote by the Executive Council (EC). If this re-vote once again results in a tie, the President of VATA will make the final decision of the award recipient. If there is no president at that time, the decision-making authority will go to the president-elect. If that position is vacant the treasurer shall cast the deciding vote. If that position is vacant the secretary shall cast the deciding vote.

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**Presidential Service Award**

The purpose of this award is to recognize individuals for significant contributions over a period of time to the VATA and athletic training profession. Both certified and non-certified individuals may be eligible for this award.

This award does not need to be presented annually.

Eligibility:

- Nominees must have a minimum of 10 (or 15?) years of service in the area of athletic training within the state of Virginia.
- The nomination must be made by a certified member of the VATA
- The nomination must be accompanied by a minimum of 2 letters of recommendation from certified ATCs within the VATA that detail the nominee's contributions to the profession and the state association.

<b>COMMITTEE/ GROUP/ REGION:</b>	Executive Council	<b>Date:</b> June 4, 2015
<b>Title:</b> BOC Regulatory Conference		
<b>ENCLOSURES:</b> See the table below for the expense of various flights.		
<p><b>1. Background:</b> The BOC invites representatives of the athletic training and regulatory industries from all 50 states. The conference is designed to create a communication network among state Athletic Trainer leadership and state regulatory agencies. Anyone interested in Athletic Trainer regulation and leadership is encouraged to attend. State regulation is important because it dictates what athletic trainers are allowed to do in their given state. State regulations will also impact the possibility of athletic trainers being reimbursed for their services in the Commonwealth of Virginia.</p>		
<p><b>2. Purpose:</b> It is important to have the VATA represented at this conference to make sure that we stay up to date on state regulatory actions and this conference may also assist the VATA in pursuing third-party reimbursement. Some of the topics that will be presented at this conference are: updates from the NATA governmental affairs committee, CAATE, WFATT, BOC; writing rules and regulations; stopping unlicensed practitioners; top 10 regulatory disciplinary cases you need to know about; professional ethics; role of the certification boards in regulation; how to work better with your attorney or AG; athlete and youth sports safety legislation updates. I believe that each of the sessions will provide us with valuable information that I can bring back to the VATA to help us promote athletic training in our Commonwealth. Not approving this funding may prevent the VATA from hearing the latest regulatory news.</p>		
<p><b>3. EXECUTION:</b></p> <p><b>B. METHOD:</b></p> <ul style="list-style-type: none"> <li>• Obtain funding to send a president-elect to the BOC regulatory conference</li> <li>• Actively participate in discussion and create alliances with other leaders</li> <li>• Take notes and report back to VATA council</li> <li>• Make recommendations to VATA board and AT advisory board</li> </ul> <p><b>B. PROJECT DEVELOPMENT:</b></p> <p><b>PHASE I (Preparation Phase, 4 March – June 15):</b> obtain funding to cover the conference fee and travel expenses</p> <p><b>PHASE II (Execution Phase, 9 July – 11 July 15):</b> attend the conference</p> <p><b>PHASE III (Review Phase 2 August 15):</b> give a report regarding the conference to the executive committee during our monthly meeting</p> <p><b>C. TASKS:</b></p>		
<b>Officers</b>	<ul style="list-style-type: none"> <li>- <u>President elect</u>; attend the conference</li> <li>- <u>President</u>; provide item on agenda and lead discussion</li> <li>- <u>Secretary</u>; provide report to membership after completion</li> <li>- <u>Treasurer</u>; assist with helping to arrange finances to cover the cost of the trip</li> </ul>	



<b>Region Representatives</b>	-Provide overall feedback to membership in their respective areas. -Pass along the information to their constituents on findings or recommendations
<b>Constitution &amp; By-Laws</b>	-Consider incorporating recommendations from future report to ensure our Constitution and bylaws match up with recommendations made to conference.
<b>GAC</b>	-Meet post conference to debrief in detail to foster progression within our governmental affairs committee.
<b>Membership</b>	
<b>Public Relations</b>	- Consider incorporating recommendations from future report to ensure our Constitution and bylaws match up with recommendations made to conference.
<b>CUATC</b>	
<b>Student Affairs</b>	- Pass along information from my report to the athletic training education programs and students within the Commonwealth of Virginia.
<b>CEP</b>	
<b>Annual Meeting</b>	
<p><b>COORDINATING INSTRUCTIONS:</b></p> <p><b>TIMELINE:</b></p> <p><b>JUNE 5, 2015:</b> Submit request to Officers</p> <p><b>JUNE 7, 2015:</b> EC will discuss if changes are needed and proceed</p> <p><b>AUGUST 2, 2015:</b> President-elect will give his report on the 2015 BOC regulatory conference to the EC.</p> <p><b>4 APRIL 12:</b> Initial revisions submitted to EC</p> <p><b>21 APRIL 12:</b> Final recommendations submitted to EC</p> <p><b>5 MAY 12:</b> Project complete</p>	
<p><b>4. FUNDING AND BUDGET:</b> GRAND TOTAL: ~\$847.18 (flight, registration, parking, &amp; gas). THIS IS AN APPROXIMATE AMOUNT BECAUSE FLIGHT COST CHANGES FREQUENTLY. Please see the chart</p>	

below.

**5. PROJECT GROUP DETAILS:**

C. Project leader: Matt Gage, President Elect, 801-885-1232 cell

X

First & Last

Departure City	Arrival City	Flight cost	Miscellaneous cost (gas/parking)	Total Cost	Explanation of miscellaneous costs
		\$	\$	\$	
LYH	OMA	722.00	-	722.00	
		\$	\$	\$	gas- ~40 + parking-
RDU	OMA	559.70	76.00	635.70	\$36
		\$	\$	\$	gas- ~35 + parking-
CHO	OMA	517.18	65.00	582.18	\$30
		\$	\$	\$	gas- ~30 + parking-
ROA	OMA	689.68	57.00	746.68	\$27

REGISTRATION FEE FOR THE 2015 REGULATORY CONFERENCE IS \$200

<b>COMMITTEE/ GROUP/ REGION:</b>	Scott Powers Region 3 Executive Council	<b>Date:</b> 19 May 2015
<b>Title:</b> Sponsorship for the 2st Annual Sentara RMH Sports Medicine Conference		
<b>ENCLOSURES:</b> None at this time		
<b>1. Background:</b> We ask that the VATA support this conference to: 1) Provide a CEU opportunity for ATs in VA. 2) Market the VATA through logo on all promotional materials and conference advertising 3) Support a system that employs ATs in VA as well as influential physicians in the state 4) Members will have meals provided by Sentara/RMH and funding will provide partial reimbursement for meals		
<b>2. Purpose:</b> Sponsorship of this event will: 1) Provide CEUs for VATA Members 2) Market the VATA to a variety of health care professionals 3) Support AT continuing education in VA. 4) Create an opportunity for Region Reps to interact with the membership 5) Support the Town Hall type event for the exchange of ideas among membership and EC members and community Physicians 6) Facilitate open dialog between AT's and Physicians		
<b>3. EXECUTION:</b>		
<b>C. METHOD:</b>		
<ul style="list-style-type: none"><li>• Open discussion with EC about continued support and goals of event sponsorship for 2015</li><li>• Dialog with the EC about continued sponsorship of this event in future years, line item in the budget for these type events</li></ul>		
<b>B. PROJECT DEVELOPMENT:</b>		
<b>PHASE I (Preparation Phase, 1 May 15 - 1 June 15):</b> This proposal will be introduced via email.		

The VATA Public Relations Committee will be contacted to develop and provide an educational tri-fold display to be used during the conference as well as any handouts or other information they would like distributed.

**PHASE II (Execution Phase, 24 July 15):** If the EC agrees to sponsor the event, PR committee will be asked to provide materials for display, arrangements will be made for transport and display. Town Hall meeting will be with AT's and Physicians

**PHASE III (Review Phase. 2 August 15):** If sponsorship is approved, final attendee numbers will be provided to the EC. At that time, a discussion about future sponsorship will be placed on the agenda.

**C. TASKS:**

<b>Officers</b>	<ul style="list-style-type: none"> <li>- <u>President</u>: Place on agenda, moderate discussion</li> <li>- <u>President elect</u>: N/A</li> <li>- <u>Past President</u>: None</li> <li>- <u>Secretary</u>: Advertise the event on the website and send out Constant Contact with registration information.</li> <li>- <u>Treasurer</u>: Send \$500 to appropriate for this CEU opportunity</li> </ul>
<b>Region Representatives</b>	<ul style="list-style-type: none"> <li>- Send information to constituents about discounted CEU opportunity</li> </ul>
<b>Public Relations Committee</b>	<ul style="list-style-type: none"> <li>- Develop a tri-fold display board and materials for distribution to attendees.</li> <li>- Provide information to the PR committee as to information to provide for attendees.</li> </ul>

**COORDINATING INSTRUCTIONS:**

**TIMELINE:**

**JUNE 7:** Discussed sponsorship opportunity.(EC conference Call)

**IMMEDIATE:** Contact VATA PR Co-Chair about conference needs and advertise(currently is on the VATA website)

**21 JULY 15:** Items for attendee distribution and trifold display sent to location

**24-25 JULY 15:** Conference day

**4. FUNDING AND BUDGET: \$500.00**

**5. PROJECT GROUP DETAILS:**

D. Project leader: Scott Powers

E. Project group: Adam Drumm, Dr. Tom Weber, SRMH/ATC Collaboration