



**VATA
Executive Council
Face-to Face Agenda**

Friday, January 9, 2015
Williamsburg, VA
Tazewell Room
4:00 pm –7:00 pm EST
Jay Sedory, MEd, ATC, EMT-T, Presiding

Welcome & Call to order, 4:10pm

Roll Call- P = Present; NP = Not Present

Attendees

Jay Sedory (President) **P**
Beth Funkhouser (Secretary) **P**

Matt Gage (President Elect) **P**
Amanda Caswell (Past President)
P

Ian Rogol (Treasurer) **P**
Rob Hammill (C & B) **P**

Daniel Carroll (Region 1) **NP**
Mitch Callis (Region 4) **P**

Anna Sedory (Region 2) **NP**
Jorena Simpkins (Region 5) **P**

Scott Powers (Region 3) **P**
Caitlyn Richbourg (Region 6) **P**

Guests

All Committee Chairs

Dave Pawlowski (GAC) **P**
Emily Evans (Mem) **NP**
Adam Smith (CUATC) **NP**
Abbie Hansberger (SS) **NP**
Ashley Day (Public Relations) **NP**

Jamie Frye (Student Affairs) **P**
Michele Heisel (CEP) **P**
Kim Pritchard (AM) **P**
Katie Grover (Mem) **P**

Grace Weniger (H&A) **P**
Jatin Ambegaonkar (AP) **NP**
Sara Pittelkau (Scholarship) **P**
Becky Bowers (Lobbyist) **P**

2016 Candidates:

Jessica Bissinger

Adam S. Mistr

Kwadwo Donkor

Approval of Agenda & Minutes

- Motion to approve Ian Rogol: 2nd Scott Powers
- Minutes & Agenda Approved

Announcements/News

- Dinner will be served at 6:00pm
- Call for recess, as needed

NATA News

- BOD minutes- available on NATA website all the time
 - C-Spine Stabilization Recommendations - Adam Smith & CUATC will be organizing something for MAATA.
 - Taylor Howden Foundation- disparaging comments- looking into
 - New NATA site is debuting later in 2016

MAATA News

- Transitioning
- What's needed from state committee chairs or state leadership to improve communication with the district leaders?
- Election process changing procedures- Jay read notes from MAATA task force for feedback on elections and campaigning
 - Getting people to vote, adding incentives
 - Unfair to ask questions about previous dismissals or removals from committee work.

- Sparked a large debate
- Can't prevent states from promoting a single candidate from that state
- Agree that asking about employment experience or volunteer experience and any termination would be fair to include.
- If the individual is using state resources to self-promote, that could be wrong.
- If a state promotes their own candidate, that's fair and supportive
- A debate format would help answer questions about merit and experience of candidates

Young Professionals 3-step program

- Profiles. Social Media Debate. Social Media Promotion
 - Agreement that could be useful.
- Feedback to take back

Virginia News

- Virginia Dept of Health - Cutting licensure fees by 20% per last newsletter

Officer Reports

President- Jay Sedory

- Jay reviewed his report.
 - Highlights attending Board of AT meetings, very educational.
- Scope of Practice for per diem may only pertain to continued/subsequent treatment.
 - Scope is appropriate for treating onsite, but need physician for continued treatment.
 - Checked with Becky. May be sending for additional review of gray area.
- Concussion Taskforce making progress
- Hiring CPA relieved stress on Treasurer.
- Encourage Town Hall Meetings with Region Reps.
 - May be ways to offer CEUs for these.

President-Elect – Matt Gage

- Very quick year. Main focus learning the job and working with Kim & Jamie on meeting planning.
 - Been focused on finances.
 - Registration fee had to go up to break even.
- BOC Regulatory Conference. Great weekend. Learned a lot
- MAATA and State Leadership Forum at NATA.
 - Been a great learning experience.
- Grateful that Jay will be around in a mentorship capacity for the next 2 years.
 - Fortunate to follow him and "hopeful I won't screw it up."
- Student Senate and iLead, will that be playing a bigger role in the VATA?
 - No answer to that question yet.
 - Would like to get our students more involved in these leadership roles as students so they can see the behind the scenes.
 - 2 best students, put them in a role. May recreate the student senate.

Past-President- Amanda Caswell

- No Report

Secretary- Beth Funkhouser

- Reviewed email stats/opening rates in the report.
- Questions about message board interest.
 - Occasional requests, hasn't been as popular as anticipated

Treasurer- Ian Rogol

- Review of Numbers from report
 - Only lost 6K on last years meeting. Which was a much better situation.
- Hoping we can fund more proposals in the future with the better balanced budget.
- \$58K in checking right now.
- Still waiting on December dues check from NATA/MAATA
- ~95K in all investments
- Build budget off of requests so please submit those.
 - Funding of projects such as Sentara and CHKD programming
 - Discussion add \$500 to budget for Regional Town Hall Meetings for Region Reps to plan.
 - Would this be separate from \$500 for sponsored events
 - Is \$500 adequate?
- Other financial considerations/questions
 - EBP credits are charged by the hour.
 - Goto Meeting- no limits on number of people and number of meetings on the flat fee we pay.

Committee Reports

Annual Meeting Planning Committee- Kim Pritchard, Chair

- Full report will happen after the meeting
- Thanked committee for their hard work
- Jatin Ambegaonkar is stepping down.
 - Interested parties to add to committee at next meeting
- EBP online will have \$1800 profit
- Emails have been sent to moderators.
 - EBP 2 hour sessions Saturday and Sunday.
 - Must sign in and take survey to earn the certificate.
- Post-meeting survey
 - Question: Are speakers happy with EBP Remunerations?
 - Complimentary Registration- \$250 honorarium, mileage in state/out and hotel covered for out-of-state.
 - Good Investment in quality speakers.

Constitution & Bylaws- Robert Hammill, chair

- Highlights- Credentialing recommendation.
 - Amend the bylaws for membership classifications.
- P&P manual- Easiest to approve changes at EC meetings and make changes fluidly.
 - Post link on VATA website for easier access
- How are we sharing credential statements?
 - Posted on Website, in web news, eblast

CUATC- Caitlyn Richbourg, co-chair

- Student aides statements released in November, wanted to get it out sooner, but the edits took longer than expected and remarks from the board were slower, but got the thumbs up ultimately.
 - Had less response than would have liked, but feedback has been positive.
 - Was a needed document
 - But still looking for more feedback from CUATs

- Future- ELM changes to the landscape.
 - GA positions and starting salaries.
- Jay added an NATA statement and requested feedback.
 - Doesn't apply to CAATE accredited programs, so that limited feedback.

Clinical & Emerging Practice- Michele Heisel, chair

- CEP Athletic Trainer of the Year nomination, tried but had no applicants...again.
 - Requested feedback from other groups on how they promote nominations.
- Reached out to NATA this year for coding information for ICD-10 change.
 - APTA made a nice chart; NATA anticipates something in early 2016.
- Starting to work with GAC on 3rd party reimbursement.
 - ID people who are doing direct billing.
 - Hoping to build on that for 2016.

Motion for 10-minute recess.

Matt Gage, 2nd Caitlyn Richbourg
Brief Recess approved.

Governmental Affairs Committee- Dave Pawlowski, chair

- 3rd party reimbursement survey.
 - 51 responses.
 - No one being directly reimbursed.
 - Going through physician or employer.
 - Pilot programs are usually going through someone who's tied to a large hospital/physician group.
 - Can't really do it randomly. Have to be able to suppress bills making a pilot program challenging currently
- Need to move forward on GAC projects.
 - Engage other groups to move forward with 3PR, need a point person just for that initiative.
- Plan to have a workshop on strategy for 3rd party reimbursement with CEP
 - Met with Doug Gray- good meeting
- CORE manual- Reimbursement manual
 - Better way to track data on reimbursement
- Commission on youth concussion- staying in the discussion.
 - Well represented on various taskforces and commissions.
- Hit the Hill day was nearly snowed out last year.
 - This year will be 2/23/16
- Anna will go over national GAC issues & Mike Puglia will represent the state Board of AT at tomorrow's business meeting.
- Will share more bills as they come up.
 - Legislative watch list
 - Bell- Bill 131- home school athletics
 - Moratorium on Rubber fill-fields.
- Very lucky to have Becky representing us.
 - We are lucky to have a lobbyist
- GAC & CEP combining for roundtable Sunday morning.

Honors & Awards Committee- Grace Weniger, chair

- Addition of Presidential Service award with specific criteria and application format.
 - No nominations this year, but not an award that needs an annual recipient.
 - Does require an EC endorsement, but doesn't have to be nominated by an EC member

- Recognition of Hall of Fame members
 - Moving away from foam core boards
 - New name tags, lanyard flags, website display and AV display at meeting
 - 100% response on voting for EC for first time, so website voting change was successful
 - Exploring moving nominations to spring and voting in summer, so winners can be announced in the fall to assist with meeting planning and timing.
 - Grace is stepping down as chair after this meeting
 - Reviewed history of the committee and the awards given.
 - Awards are tied to points at the Mid-Atlantic and National level, so having Virginia awards is very important.

Membership Committee- Katie Grover, Chair

Katie Grover- new committee chair introduced herself.

- New member pins?

Nominations Committee- Jay Sedory, chair

- Rotation of leaders
- Many Young Professionals a lot of diversity.
- Reviewed procedures for elections tomorrow.
- Special Election may need to be held for positions
 - Electronic balloting for Treasurer & Secretary – summer vote with 6 months to train and then assume role in January.
 - Should these positions have longer terms?
 - Daunting to new people... having a longer mentorship period
 - Could better protect the organization to have this in place
- Need to have a back up for all positions.
 - Good discussion for the future

Public Relations Committee

- New Chair Ashley Day will be here tomorrow.
- Anxious to get started

Scholarship Committee- Sara Pittelkau, chair

- Reviewed winners:
 - Student professional development- Mackenzie Simmons- JMU
 - Tina Vickers- College/University
 - Erin Deloye- High School
 - In the future, due to 501-3C status, we may require a separate board to be able to give out scholarships- still examining this.
 - High School Scholarship – should we require it to go to someone studying at a Virginia ATP?
 - Future changes with education level to consider.
 - Is the high school scholarship necessary?
 - When should we transition out of it?
- Not very many applicants- 3 for professional development

Motion to adjourn for dinner

- Caitlyn Richbourg, 2nd Matt Gage
- Meeting adjourned for dinner

Resumed meeting at 6:58pm

Secondary School Committee, Ian Rogol for Abbie Hansberger, chair

- Asked if anyone had questions from the report
- Student Affairs- Jamie Frye, chair**
- Focused on fiscal responsibility
 - Increased cost didn't deter registration
- Changed programming slightly for this year 2 workshops rather than several smaller labs.
 - Plan to mix up formats so students don't get bored or feel they attend the same event each year
- 10 teams signed up for quiz bowl- great energy at the event
- Kudos to Jamie for growing the program these past few years.
- Financial skills may go over well or fail with students

Old Business

Constitution & Bylaw changes

- Jay reviewed what he will go over for tomorrow's vote on the amendments.

Nominations

- Last minute corrections for elections tomorrow
- Lots of potential future discussion
 - electronic elections/ summer votes, etc

New Business

2016 Budget

- New Projects: Assisting schools in applying for SSS awards.
 - Want to help fund 50% of costs for up to 10 schools a year
- Lobbyist cost may increase...should budget more proactively.
- Promoting profession
- No longer losing \$12,000 on the meeting.
- Committee chairs bring in the ideas.
 - We would like to fund new projects to promote the profession.
- **Motion to award \$500 to each region for a town hall meeting and possible CEUs**
 - Motion: Matt Gage, 2nd Caitlyn Richbourg
 - Motion passed

Appointments of Committee Chairs

- Motion to Appoint Ashley Day to Public Relations Chair and Katie Grover Membership chair.
 - Motion: Caitlyn Richbourg, Ian Rogol 2nd.

Virginia Commission on Youth

- Recommendations for Concussion
 - Who is following up on agencies and progress?
 - Becky Bowers-Lanier is going to follow up on agencies

Helmet Sensor or Concussion Task Force

- Statement will be released that will reiterate the sensors don't detect concussions.
 - Hit counts, impact sensors.
- Statement will be circulated within the EC soon

We need to do better at creating our own policies as an organization on topics.

- Policy on minimum wage for per diem would be a good addition
 - CUATC discussing a camp wage summary

Foundational Documents

- Update on these items (matrix, confidentiality, non-disclosure statement)

Region Representative Report

- 1- NP
- 2- NP- Anna Sedory is working on a town hall specific on wound care and skin care for wrestling lesions
- 3- Scott Powers- Spoke about RMC meeting and vendor/sponsors
- 4- Mitch Callis- No report
- 5- Jorena Simpkins- No report
- 6- Caitlyn Richbourg- Phone calls about state only member about 4 or 5. VATA more affordable option for some.
 - Discussion on finding information on website and registrations

Presidential Transition and Reflection: Lessons Learned

- Jay will be donating in honor of everyone here to the REF
- Matt Gage-transition statement
 - Why do you serve the VATA
 - What do you do for us?
 - Who are you mentoring to replace you?
- Changes for 2016
 - 6 time meeting format for EC
 - Jan, March, May, July, September, November- GotoMeeting
 - In off months, committees will meet
 - Co-Chairs will be assigned after elections.
 - Short reports will follow.
 - Commitment to serve notices
 - Do your jobs- if you can't will find someone who will
 - Start to mentor, id 2-3 people in your region who would be great leaders.
 - Increase communication in your region.
 - Committee chairs, can you get someone from each region on your committee?
 - Could improve communications
 - Reviewed agenda for committee meetings.
 - Initiatives
 - Committee communications
 - Shared 4 goals for the future of the VATA
 - Increase membership involvement
 - Increase number of secondary schools AT
 - Governmental Affairs
 - Educate people in your state on what ATs do
 - Focus on heat and concussions?
 - Build relationships with other associations
 - What is the plan to promote AT as a profession?
 - Parents should be a target group.

Motion to table Executive Director Business item until a later meeting

- Motion: Ian Rogol; Beth Funkhouser, 2nd
- No opposition. Motion passes

Motion to Adjourn the meeting at 8:00pm

- Motion: Ian Rogol; Caitlyn Richbourg, 2nd
- Motion approved unanimously

Adjournment

Respectfully Submitted,
Beth Funkhouser, Secretary

Motions/Approvals	Appointments	Tabled Discussions/Follow Up
\$500 allotted for Regional Town halls/CEU events	Ashley Day- PR Chair	Executive Director Business Item
	Katie Grover- Membership Chair	Concussion Taskforce statement

*Officer & Committee Reports Follow



Annual Meeting Reports

VATA President Report

8 Jan 2015

To: VATA Executive Council
From: Jay Sedory MEd, ATC, EMT-T
President

Narrative

We have continued to make improvements to the organization and internal structure of the association. Over the last two years we have redefined the association mission statement, implemented position descriptions, re-structured the leadership authority, created a conflict of interest document, made accountability letters for leadership, and started a policy and procedural manual. We have brought in new leaders on line more quickly and efficiently with these documents combined with individual meetings to layout expectations. Completing all of these documents have made our organization stronger and more transparent.

This year I attended several external meetings that are important to our organization. I delivered public comments to the AT Advisory board to express concerns about athletic training

aides, summer camps/per diem, and supporting the licensing effort on the World Police and Fire Games. While some of these topics are on-going, we are confident our (VATA) concerns and comments have been heard. The VATA should continue to be a presence at this meeting. Since the VATA is a stakeholder on the Concussion Taskforce, we were afforded a seat at the table for comment and recommendations. Athletic trainers are respected as health care providers and experts within this group on the topic of concussions. I was personally concerned about other health care professions deterring our efforts or changing language to the current concussion law; it did not come to pass. On a later date, I was able to provide a personal testimony to the Commission on Youth supporting a recommendation for athletic trainers in every school. I hope our organization prioritizes its efforts in working with other state organizations to ensure athletic trainers are seen in a positive scope and integral in the topic of concussion. I believe the President or other representatives of this organization can play a pivotal role.

The VATA consulted with a CPA to review our current and previous tax information, and evaluate our financial position. Upon our initial consultation, previous tax years did not have the correct information. The executive council decided to re-file with state and federal authorities. Enlisting the assistance of a CPA partially removes the burden from the Treasurer. If the organization should be cognizant of the cost of using a CPA which will prevent funding of other activities.

Fulfilling the President-Elect position was a relief and welcomed addition to the Executive Council in 2015. Special acknowledgement should be given to Matt Gage for assuming duties and learning his future position with one year of preparation. He did exceptionally well in asking questions, showing humility, and taking responsibility of his duties.

The open position of Public Relations has had a negative effect on our organization. Our social media platforms, athletic training month, and communication for the NATA News depend heavily on the position. There has been a noticeable decline in these areas. This will soon be corrected at the time of this report, however, it reminds of the importance of each leader in the organization.

The VATA made important recommendations to its membership this year. The College and University Committee made recommendations on student aides working in athletic training facilities. A taskforce evaluated the order and letters used for credentialing Virginia licensure. When a PR committee chair is appointed, I hope they promote and educate its membership. The VATA leadership should continue to encourage local promotion and "town hall meetings" with regional representatives and offer continuing education units (CEUs) when applicable. With an increase of membership dues, it would be a reasonable request to fund a local meeting under 200 dollars per region. This would encourage local participation and provide the member added membership benefit.

Highlights

- Meeting were accomplished with several organizations that needed AT representation
- Use of a CPA may help more members volunteer to the Treasurer position
- Recommendations were made to the membership on student aides in the collegiate setting and annotating credentials in the proper order
- Town Hall meetings are strongly encouraged

Feedback

- Continue to strive for consistent monthly operations and improve P&P manual
 - Continue to recruit membership participation and involvement
 - Encourage and thank the leadership around you and members that are doing well
-

VATA President-Elect Report

8 Jan 2015

To: VATA Executive Council
From: Matt Gage, PhD, LAT, ATC
President- Elect

Narrative

This year has been a fast but great year as the President-Elect. The first project that I assisted the President with was reviewing the position descriptions/responsibilities with the majority of the VATA Executive Council and Committee Chairs. Revisions were made to the position descriptions based on the feedback that was received from every leader. This was a very beneficial project because it allowed me the opportunity to get to know the VATA leadership better and for them to get to know me. This project also provided me with great insight on how the VATA is structured and operates as an association. I feel this is a project that needs to be completed every year by the President-Elect because it will help strengthen and streamline our Association.

The project that consumed the majority of my time and energy this past year was working with Kim Pritchard, the Annual Meeting Committee Chair, and Jamie Frye, the Student Affairs Committee Chair, to plan the 2016 VATA Annual Meeting and Clinical Symposium. Kim Pritchard, Dave Pawlowski, and myself spent the first half of the year determining where the 2016 VATA Annual Meeting and Clinical Symposium would be held. The VATA utilized Helms Briscoe to identify potential venues to host our annual meeting. Dave Pawlowski worked closely with Bethany Donatelli from Helms Briscoe to narrow the potential venues down to the Wyndham-Virginia Crossings Hotel and Conference Center in Glen Allen and Kingsmill Resort in Williamsburg. After multiple meetings and negotiations with these venues it was concluded that the Kingsmill would be the best option financially for the VATA Annual Meeting and Clinical Symposium. The VATA has a verbal two-year agreement with the Kingsmill Resort assuming everything goes well at the 2016 annual meeting, thus we are scheduled to host the 2017 VATA Annual Meeting and Clinical Symposium at Kingsmill Resort under the same contract/pricing that was signed for the 2016 annual meeting. My primary role during this process was reviewing the finances of the annual meeting and trying to reduce the financial losses of the annual meeting. As the annual meeting has drawn closer, I have continued to keep an eye on the finances of the annual meeting along with trying to make sure that the Annual Meeting and Student Affairs Committees had everything that they needed.

In July, I was fortunate enough to represent the VATA at the Board of Certification Regulatory Conference in Omaha, Nebraska. This was a great event to attend. I feel that the VATA must be represented whenever this event is hosted. Information was shared at this

conference that was intended to help state leaders learn from one another with regards to regulatory actions.

During this past year I was also fortunate enough to be able to attend the Mid-Atlantic Athletic Trainers' Association Annual Meeting and Clinical Symposium along with the State Leadership Forum that was held during the 2015 NATA Annual Meeting and Clinical Symposium in St. Louis. Attending these events were extremely beneficial for me to learn about leadership at the State Association level.

I want to especially thank Jay Sedory for all of the mentorship and guidance he provided to me specifically during this one-year term as president-elect. Jay is a humble, passionate, and determined leader who encouraged and challenged me. He needs to be applauded for all of the time and effort that he has put forth to strengthen the VATA and the athletic training profession in the Commonwealth. I am extremely grateful that Jay will remain in a mentoring role for the next two years as Past President.

Highlights

- The 2016 VATA Annual Meeting and Clinical Symposium is on track to financially break even or be profitable due to increased registration fees for both students and certified members and sponsorships
- Representing the VATA at the BOC Regulatory Conference
- Getting to know athletic trainers across the Commonwealth of Virginia and across the country

Feedback

- Continue to have the President-elect review position descriptions/responsibilities with the VATA leadership on an annual basis
- Continue to send leaders to the BOC Regulatory Conference
- Elected positions need to be filled annually
- It would be best if elected officials had prior leadership experience within the VATA

VATA Secretary Report

January 8, 2016

To: VATA Executive Council

From: Beth Funkhouser, MEd, LAT, ATC, CSCS

Secretary

Narrative & Highlights

Communications with the membership via the Constant Contact email messaging system are steady. We sent 26 Emails to the membership and various groups within (Secondary schools, CEP). While opening rate is still not glorious, it is consistent and above the industry average reported by Constant Contact. Our 2015 opening rate was 38.4% on the year and the industry average remained 23%. Keeping with the trend, I observed last year, when the number of eblasts in a month increased, the opening rate decreased. Our opening rate for the last 3 months was 33%. Highest opening rate was 55% and the lowest was 25.4%, so at our "worst" we're still above average.

Most members are opening the emails on their phones now, about 70% are opened on phones first. So, I have changed templates and formats to make sure they are “mobile friendly.” Clicks on Links are increasing and unsubscribes/Spam reports decreased on the year. This may be due to better maintenance of the contact lists, so when members are entering or leaving the state, their information is being updated on a more regular basis than in years previous. Starting in July, the contact list has been updated nearly every month, where as it was updated 2-3 times a year previously. Web sign- up option was added to the website for people to change their email preferences, or be added to the contact list. This is useful for those who may accidentally unsubscribe, as there is no mechanism in place for us to add someone back once they elect to no longer receive our emails, they most voluntarily consent to receive them by signing up again.

As for the website, most additions have been routine updates, addition of news articles and calendar events. I did add a page search function after receiving feedback that it was challenging to find certain things. Searching within the site mechanisms are limited, so in addition to the added page search feature, I did some search engine optimization and google search optimization to better allow search engines to find our information first. So, this means when folks search “Virginia” and “Athletic Trainers” together, our website should be the first thing they see on the results page. This is consistent with our goal to be the primary resource for athletic training in the state.

Requests for news items and photos, updates, etc has yielded no results...yet again.

VATA Treasurer Report

8 January 2016

To: VATA Executive Council
 From: Ian Rogol, MEd,ATC
 Treasurer

By the Numbers

INCOME	
2015 Conference registration and sponsorship	32304
Membership reimbursement	17176
NATA Discretionary	4900
NATA Reimbursement Job Posting	806
TOTAL	55186
<i>Personnel Expenses</i>	
Lobbyist	9650
Travel reimbursement	2560
Name Tags	220
Stamps	60
Clothing	1112

	TOTAL	13602
<i>Public Relations</i>		
Hall of Fame Materials		613
	TOTAL	613
<i>Education</i>		
2015 Annual Meeting		36154
Attendee materials		800
Travel		441
BOC Provider number renewal		225
Conference Sponsorship CHKD		500
EC		434
MAATA Conference Sponsorship		140
	TOTAL	38694
<i>Technology</i>		
Conference calls		830
Webpage		780
Constant contact		1474
	TOTAL	3084
<i>Scholarships</i>		
Committee reimbursement		0
Scholarship awards		1500
	TOTAL	1500
	TOTAL EXPENDITURES	57493
Account Balances as of 12/31/2015		
Checking Account		56736
<i>Oppenheimer Main Growth and Income Fund</i>		
Balance as of December 31, 2015		9337
<i>Money Market Funds</i>		
Balance as of December 31, 2013		29667
Total Assets as of December 31, 2013		95740

VATA Committee Reports



Constitution & Bylaws Committee

8 January 2016

To: VATA Executive Council
From: Robert Hammill, ATC
Chair

Narrative & Highlights

2015 Activity:

- Bylaws were amended at 2015 annual meeting. Changes were made to VATA committee vetting process and state dues; state dues had been approved previously, but had never been implemented. Also, Bylaws were amended to reflect the addition of a policies and procedures manual to guide day-to-day decisions by VATA elected and appointed officials.
- Began a Policies & Procedures Manual. Document is growing slowly and is quite fluid in its design. Amendments are made to it almost monthly and is accessible to all elected and appointed officials of the VATA. This is available to anyone with the link. Link should be posted to VATA website.
- Reviewed credentialing guidelines for licensed athletic trainers and made recommendations to the EC. Recommendations were approved to be made to the state membership using LAT as a standard. This is not written into the practice act for athletic trainers in Virginia, but is a recommendation from the state organization leadership to normalize reporting.
- Reviewed membership categories and compared them to NATA standards. Made recommendations regarding the amendments of the categories and subsequent changes to the annual dues for each category.
- Reviewed membership category proposed amendments and made recommendations on voting rights for each category. Recommendations are based off of what we believe to be the original intent of Constitution and Bylaws languages as they are written before the amendments are voted upon.

Feedback

2016 Plan:

- Both documents need an update from 2007. Some modifications will not affect the intent of the documents and only need EC approval. Others will need to be submitted to the membership for the 2017 meeting and/or online voting.
- Online voting for elections and all document amendments will be investigated. Also, a review on how to improve membership participation in these votes will be done.
- Continue to grow the Policies and Procedures document.

College & University Athletic Trainers' Committee

8 January 2016

To: VATA Executive Council
From: Adam Smith, ATC
Chair

Narrative & Highlights

Coming educational changes to the Athletic Training profession headline this year's topics. The BOC approved a change that will require an entry-level master's degree for certification in Athletic Training. This is a hot-stove topic and will be discussed fervently in the coming years. While ATCs strive to keep pace with professions with similar credentials and educational requirements, some questions are left unanswered, such as:

- How will this affect the quantity and salaries of entry-level jobs?
- What can be done for those colleges/universities employing graduate assistants as a way to increase athletic training staff?

Further discussion and debate is necessary to formulate solutions to the problems that this change will cause. I urge anyone with questions, concerns, suggestions to begin contacting local, state and national leaders.

The NATA has come out with two new statements in 2015:

- **Executive Summary: Appropriate Prehospital Management of the Spine Injured Athlete**
 - Includes multiple changes to spineboarding recommendations and procedures.
 - The VATA CUATC recommends all college/university Athletic Trainers meet with their local EMS providers and go over these changes.
- **National Athletic Trainers' Association Position Statement: Exertional Heat Illnesses**
 - Updates the recognition, prevention strategies and treatment standards of heat illnesses.
 - Mentions the importance of creating and updating Emergency Action Plans each year.

In 2015, the CUATC released a statement regarding the use of student-aides:

- Intended to make clear the expectations and appropriate use of non-athletic training students in college/university athletic training rooms.
- This statement was requested by multiple officers both in VATA and MAATA organizations as a response to some complaints from CAATE programs in the area.
- I drafted a statement with the help of the CUATC committee and had it reviewed by the VATA leadership and ultimately the State Medical Board of VA, who approved the statement.
- The statement was released in November via VATA eBlast.
- There has been minimal feedback to the statement in the CUATC community and I am still waiting on responses from the committee regarding how they feel about the statement and what can be done for more members to see.
- I believe the timing of the release hampered the lack of response from ATCs, as they were already heading into the end of their fall semesters/seasons. Maybe a mention of the statement at VATA can drum up some interest and/or feedback.

In 2016, the CUATC plans to:

- Organize an educational session at MAATA regarding the new recommendations on the spine injured student-athlete.
 - o I can use my contacts at Richmond Ambulance Authority to schedule a time with them.
- Continue to inquire about possible issues dealing with inappropriate use of student aides at certain colleges/universities.
 - o Involves non-athletic training students providing treatment services to student-athletes.
 - o I recommend the CUATC to speak with the schools in their regions to make sure they are aware of the Student-Aide statement and ask if there are any questions/concerns.
- Start discussion on whether it is worth trying to set a standard for Athletic Trainers working summer camps at VA colleges/universities:
 - o Create guidelines dealing with
 - Salaries
 - Services provided
 - Required emergency/insurance information for participants
- Continue discussion on BOC educational changes.
 - o Prepare colleges/universities for entry-level masters
 - o Formulate recommendations regarding the loss of graduate assistantships

To: VATA Executive Committee
From: Michele Heisel
Clinical & Emerging Practices Chair

Narrative

2015 was a fresh start for the Clinical & Emerging Practices Committee with new committee members after a short gap of no committee activity. After recruitment of committee members and time to organize to begin 2015, there were a few highlights in a positive direction to get the group moving toward serving the VATA.

Highlights

- An effort was made to promote and encourage CEP AT of the Year award nominations as it had been several years since there had even been a nomination. A flyer was created by a committee member that was distributed via email to all ATs who listed Clinical or Emerging Practice as their work setting – they were then encouraged to share the flyer with co-workers, other health professionals, etc., within their company/practice. Unfortunately there were no nominations submitted, however we are hoping to build on the work that was started this year.
- We have initiated conversations with the GAC regarding 3rd party reimbursement and how our committee can play a role. We've identified one individual on our committee who may be very beneficial to the reimbursement work.
- We reached out to the district COPA chair as well as the NATA regarding the implementation of ICD-10 and a desire for the NATA to publish a statement along with resources that would aid ATs who are involved in coding diagnoses. It was portrayed to us that it was on the NATA's list to develop, with the goal of completion set for the first quarter of 2016.

Feedback

- We welcome any suggestions from other committees, perhaps specifically Secondary Schools, on efforts to promote ATOY award.
- With the guidance of Dave and Anna, continue to work with GAC on 3rd party reimbursement as they see fit.

Governmental Affairs Committee

January 8, 2016

To: VATA Executive Committee
From: Dave Pawlowski, ATC
Governmental Affairs Chair

Narrative

The GAC's work in 2015 consisted of continuing to work on insurance reimbursement for athletic trainers, athletic training advocacy at the General Assembly, and participating and guiding the agenda for a stakeholder meeting of the Virginia Commission on Youth on concussions in student-athletes.

Insurance Reimbursement

- In April, meeting with Doug Gray, the Executive Director of the Virginia Association of Health Plans, concerning logistics involved insurance reimbursement from the insurers' perspective
- Worked on CORE manual
- Surveyed other states that have obtained insurance reimbursement for ATCs

The following states and information have been surveyed and the information has been compiled for the GAC:

Vermont
Indiana
Wisconsin
Ohio
Georgia
Missouri
Washington
Oregon

So far we have concluded that the following states have working models for third party reimbursement:

Indiana, Wisconsin, Missouri, and Washington. We have not heard from Georgia, but believe they also have a model that is working.

Highlights

- Surveyed member interest in insurance reimbursement

A survey was sent to all members listed as Clinical and Emerging practice obtained from the VATA through the NATA listing. The Survey was done on google docs and the questions appeared as below:

VATA Membership Third Party Reimbursement Survey

This Survey is designed to capture reimbursement practices of Athletic Trainers in the Commonwealth of Virginia. Your answers will help guide the VATA and the membership with their strategy approaching reimbursement in practice. Thanks in advance for your answers.

*** Required**

First Name *

Last Name *

Email Address

Place of Employment *

What VATA Region are you from? *

- Region 1: Northern Virginia area Counties: Fairfax, Loudon, Clarke, Frederick, Warren, Fauquier, Shenandoah, Rappahannock, Stafford, Prince William, King George, Page
- Region 2: Richmond/Central Virginia area Counties - Spotsylvania, Caroline, Hanover, King William, King and Queen, Essex, Richmond, Westmoreland, Henrico, New Kent, Charles City, Prince George, Chesterfield, Powhatan, Goochland, Northumberland, Lancaster, Middlesex, Matthews
- Region 3: Charlottesville/Shenandoah Valley area Counties - Culpepper, Orange, Louisa, Albemarle, Madison, Greene, Augusta, Highland, Rockingham, Fluvanna, Nelson, Amherst, Rockbridge, Bath
- Region 4: Norfolk/Tidewater area Counties - Gloucester, York, James City, Surry, Isle of Wight, Northampton, Accomack
- Region 5: Lynchburg/Southside area Counties - Buckingham, Appomattox, Cumberland, Prince Edward, Amelia, Nottoway, Brunswick, Lunenburg, Mecklenberg, Charlotte, Halifax, Pittsylvania, Campbell, Bedford, Dinwiddie, Sussex, South Hampton
- Region 6: Roanoke/Far West area Counties - Alleghany, Botetourt, Craig, Roanoke, Franklin, Henry, Patrick, Floyd, Montgomery, Pulaski, Giles, Bland, Wythe, Carroll, Grayson, Smyth, Tazewell, Buchanan, Russell, Washington, Dickerson, Wise, Scott, Lee

Are you currently billing third party (to insurance companies) directly (using your own NPI number) or indirectly (claims submitted by a physician or other health care professional for your services)? *

- Yes
- No

What insurance companies have reimbursed you or your practice using your own NPI number?

What insurance companies have reimbursed your practice incident to for services you have provided under another health care professionals NPI?



Do you know of any Athletic Trainers in Virginia or in other states that are currently receiving reimbursement from an insurance company using their own NPI number? If so can you provide any names or contact information for these people so we may contact them and gather more information?



If you do not currently bill for services, would you be interested in being involved with the objective of gaining 3rd party reimbursement for Athletic Trainers in Virginia?

- Yes
- No

Responses

Region	Number of Responses	Potential by region	Percentage of Response for region
1	16	101	16%
2	18	56	32%
3	1	25	4%
4	0	72	0%
5	1	19	5%
6	15	23	65%
	51	296	17%

296 VATA Members were surveyed. We had 51 replies and the numbers and percentages from each region appear above. In general we found that no one in state that replied is filing for Third party reimbursement using their own NPI number and/or utilizing the Athletic Trainer CPT codes for services. There were several members that expressed interest through the survey to get involved. We will follow up with them at the appropriate time.

Hit the Hill Day

- We scheduled our 2015 legislative day on February 17th. Old Man Winter played havoc with attendance, but a small crew of (mainly) Richmonders visited with legislators.
- Next Hit-the-Hill Day is planned for February 23, 2016

Commission on Youth stakeholder meeting on concussions September 22nd

- Prepared brief to guide discussion questions for meeting
- Shane Caswell participated as part of discussion on Prince William public schools' policy on concussions
- VATA leadership well represented at meeting
- Written comments developed and sent to the Commission on Youth's recommendations on concussion
- Jay Sedory presented public comments on recommendations on behalf of VATA to Commission at its November meeting

Miscellaneous activities of VATA advocacy consultant

- Encouraging membership applications to the Advisory Board on Athletic Training
- Coordinating logistics for Richmond Hit-the-Hill Day
- Engaged in classroom discussion on advocacy with students at Shenandoah University
- Technical assistance on regulations governing (1) athletic trainers from out-of-state working with out-of-state athletic teams and (2) athletic trainers working at summer camps
- Assisted Matt Gage in development of materials for BOC trip
- Conference call with Matt Gage on plans moving forward
- Continual monitoring of environment for challenges and opportunities for athletic trainers in legislation and regulation

Honors & Awards Committee

8 January, 2016

To: VATA Executive Council
From: Grace Weniger, MEd, ATC
Honors & Awards Chair

Narrative

The Presidential Service Award was officially created this year. This award was given several years ago to three physicians and one legislator but no criteria or application process was identified at the time. The Presidential Service Award may be given to a person or group/corporation who has significantly supported the VATA's mission. There were no nominations for this award this year.

The CEP category has not had any nominations for the past 3 years. We reached out to the new chair of the CEP committee and they created a flyer to distribute to clinics and other CEP work places. We still did not have any nominations this year but this was a good first step.

The Honors and Awards foam core displays that have been used at the annual clinical symposium are becoming large and cumbersome as we continue to add new members, and we are having difficulty securing enough easels to display all of them. A long-term solution was explored, and other state associations were interviewed to get feedback on how they recognize their Hall of Fame members. From this feedback, HOF members will be recognized this year the following ways:

- Nametags for each Hall of Fame member. These will look slightly different than the VATA leadership nametags.
- "Hall of Fame" flags for each Hall of Fame member's lanyard.
- Members will be asked to stand and be recognized during the Award Banquet
- We will continue to display their bios on the VATA website.

In the future as the budget allows, we would like to have a large TV monitor on display at the clinical symposium that would have the picture and a brief bio of each current and past Hall of Fame member.

This year we requested all nominations to include a headshot of the nominee with their application form. This helped greatly in acquiring all of these pictures easily and allowing preferred pictures to be used.

The voting process for nominations was done through the VATA website this year. This seemed to work very well and streamlined the process. This is the first year 100% of the EC voted on the nominations.

The early registration deadline for the VATA Symposium created a little bit of a challenge this year. By the time we notified award winners, registration for the symposium had already closed. To avoid these types of issues in the future, a recommendation would be to move the entire Nomination Process forward to earlier in the year.

Highlights

- Presidential Service Award was created
- CEP created flyer to help with nominations
- Revisited how Hall of Fame members will be recognized at the symposium:
 - Nametags
 - Lanyard "Hall of Fame" flags
 - Stand and be recognized during the ceremony

- Voting process for nominations was more streamlined and had 100% response

Feedback

- Continue to brainstorm ways to get more nominations, especially with the CEP category and Presidential Service Award.
- Create a budget line for symposium A/V equipment that would display past Hall of Fame award winners (est. \$350-450)
- Move up the nomination timeline to avoid registration issues. Suggested timeline:
 - spring/early summer – call for nominations
 - summer - review of nominations, voting
 - early fall – announcement of award winners

Membership Committee

8 Jan 2016

To: VATA Executive Council
From: Emily Evans, MS, ATC, CMT
Membership Chair

Narrative

The development and implementation of the state-only application process was completed. An on-line form was used, and payments were all processed by credit card without problems. A suggestion of editing a few items to the on-line form was made, and will be investigated further in the near future.

Another completed task for this committee was maintaining a current and accurate list of the VATA membership. With the state-only membership implementation, two membership lists had to be included in the distribution of the regional databases for each Regional Representative. The target months for distribution will continue to be January and July unless anyone suggests otherwise.

The chair also organized and distributed additional membership lists as requested by the Executive Council. Such lists included members interested in leadership opportunities, members without an NPI number, those working in particular settings, and students and/or newly certified. If there are membership lists that would help with particular tasks or responsibilities, the chair can send you specifics.

One committee member was tasked with investigating new member gifts. Angela Mickle spent a considerable amount of time communicating with various companies and had samples of pens and lapel pins sent to the committee in order to present options to the EC members. If any of these gifts are a viable option, the committee will continue to pursue this project. Membership Chair has the gift samples received so far.

Highlights

- Obtained accurate membership rosters through District Secretary multiple times.
- Distributed Regional Database to each RR (including email addresses).
- As of December 22, 2015 we have a total of 5 state-only members registered. They were each sent a welcome email with their membership number, VATA website address, Regional Representative information, and specific committee chair information (see next page for sample email letter).

Feedback/Requests

- Provide feedback and/or suggestions on any of above

Welcome letter sample:

Hello _____!

On behalf of the Membership Committee, I would like to take this opportunity to welcome you to the Virginia Athletic Trainers' Association! Your membership entitles you to the following benefits and more:

- * Full access to secure VATA website documents
- * Discounted rates for annual meeting and other VATA sponsored Professional Development opportunities
- * Voting rights and eligibility to serve in leadership positions for certified/licensed members

Please visit our website www.vata.us often for important updates and information on the latest happenings in Virginia. If you have any interest in volunteering in any capacity, serving on a state committee, or just have general questions or concerns, please feel free to contact me, your Region 1 Representative, or the Chair of the Secondary Schools anytime.

For your convenience, the contact information for those individuals is below.

Region 1 Representative: Danny Carroll, MEd, VATL, ATC
Head Athletic Trainer
Stonewall Jackson High School
717-261-7543

Secondary School Committee Chair: Abbie Hansberger, VATL, ATC
Head Athletic Trainer
Strasburg High School
540-465-5195

Sincerely,

Emily I Evans, MS, ATC, CMT
Membership Chair, VATA
evans.e@lynchburg.edu
(434) 544-8649

MEMBERSHIP CATEGORY BREAK-DOWN:

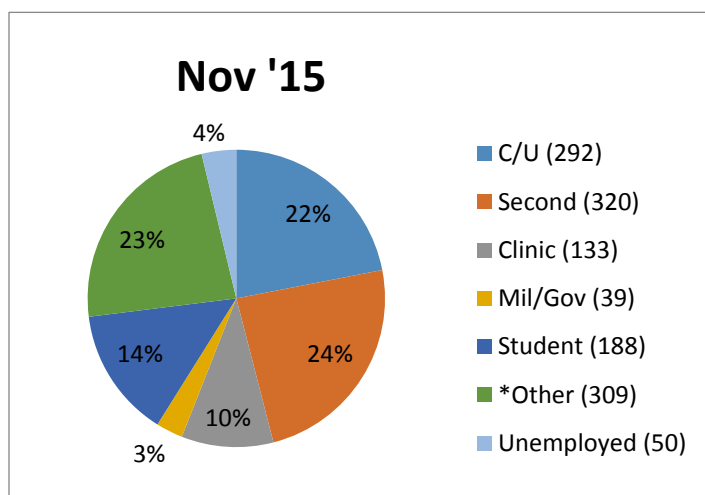
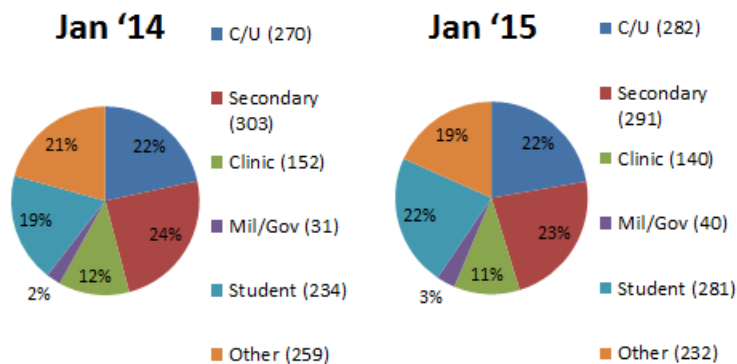
Category	January 2014	October	January 2015	November 2015
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		2014		
Associate	12	14	15	14
Career Starter Certified	50	75	69	84*
Certified Regular	951	925	931	1009^
Honorary	4	4	4	4
Retired Certified	22	26	29	32
Student Certified	51	NA	51	39
Student Graduate	13	24	25	14
Student Undergraduate	146	123	142	135
TOTAL	1249	1191	1266	1331

* 2 unemployed from this category

^ 48 unemployed from this category

MEMBERSHIP CAREER SETTINGS



* Includes Youth/Rec sports, Professional sports, Sports performance, independent contractors, business/marketing, etc.

Nominations Committee

8 Jan 2016

To: VATA Executive Council

From: Jay Sedory MEd, ATC, EMT-T
Nominations Chair

Narrative

Each year we have a rotating leadership group for officers, region representatives, and committee chairs. The leadership is vastly different from when I started with the organization 4 years ago. We have seen young professionals applying for positions and multiple people apply for the same position in about 50% of the positions. This is promising data and trend for the organization.

Nominations has become regular and in accordance with the constitution and by-laws. This is a positive change from the last 4 years. The president and nominations co-chair will need to be diligent in keeping with timelines and communication with candidates.

Organizing, contacting, and drafting responses for candidates continues to be time consuming, templates were helpful this year. It continues to be a time intensive process to gather and distribute the information, co-chair could be more involved in the process for the future.

We were successful in filling the President-Elect position in 2015. However, we have not been able to fill the Treasurer position in 2016. Since there are multiple candidates for other positions, it is possible the non-selected candidate would fulfill that role. If so, a special election will need to be held.

I would continue to recommend the advertisement of positions using: E-blasts, leadership volunteer rosters (provided by NATA), regional representatives, and general announcements. Additionally, the President should continue to review the performance of committee chairs with co-chair input on an annual basis or as needed.

Nominations for leadership positions for the 2016-2017 cycle will be region 2, 4, 6, President elect, Secretary.

The Secretary and Treasurer position should consider changing the election to electronic voting for the membership and perform election 6 months before the annual meeting. This will help with the transition of information for the incumbent. The constitution and by-laws committee will need to assist in these changes.

Process for elections:

- Rolling nominations throughout the membership meeting
- Ballots will be handed out to members as they walk in the door (Region 1-6)
- Region 1,3,5 will collect ballots from membership
- Caitlyn will count ballots and submit to Rob Hammill for final count/confirmation
- Winner will be announced and following vote will proceed

Highlights

- Treasurer position will be vacant
- VATA has been ensuring elections are held in accordance with the C&B
- We are correcting the Regional Representative elections 1,3,5 will be up for election next year

Feedback

- VATA should consider moving officer positions to mid-year election and electronic voting

Scholarship Committee

8 Jan 2016

To: VATA Executive Council
From: Sara Pittelkau
Scholarship Chair

Narrative

No significant changes since the last report

Highlights

- Student Professional Development Scholarship winner for 2015 is Amber Simmons from James Madison University
- Christina "Tina" Vickers was the winner of the College/University Scholarship (Longwood University) – waiting to hear from her about an update
- Erin Deloye was the winner of the High School Scholarship - Currently attending the University of Vermont - waiting on an update of her 1st semester of college

Feedback

Plan on working with co-chair and committee members on evaluating and possibly changing some of the evaluation process for all scholarships - this includes how to share documents with committee members more easily.

Secondary Schools Athletic Trainers' Committee

8 Jan 2016

To: VATA Executive Council
From: Abbie Hansberger, LAT, ATC
SSATC Chair

Narrative

The SSATC met on a conference call on July 28, 2015 to discuss current concerns that secondary schools in Virginia are facing. Highlights of that call include:

- The need for increased communication with our membership.
- Continuing to monitor and update the Secondary School Athletic Trainers' contact log.
- Working to build relationships with outside organizations (VDOE, VSBA and the VDH).
- supporting the NATA ATSA Position Statement by reporting Athletic Trainers' who continue to allow ATSA to function beyond their scope of practice.
 - Sara Whiteside provided the committee with the Virginia Department of Health complaint information
 - <https://www.dhp.virginia.gov/enforcement/complaints.htm>

- Discussion of VHSL’s request that the VATA SSATC assist with ensuring all VHSL schools have venue specific EAP. In particular schools who do not employ or provide their student athletes with access to certified athletic trainers’.
 - Discussion found the committee willing to assist the VHSL. However, general consensus is that the SSATC will not create a venue specific EAP with schools who do not employ or provide their student athletes with access to an AT.
 - The VHSL has shared no further information regarding specific needs at this time.

Another task that was completed by the committee was the maintaining a current and accurate listing of Virginia secondary school athletic trainers’ by school. As this was a reclassification year at the VHSL the Secondary School Contact Log was updated and schools sorted into appropriate classifications. The private school sector was updated with all information shared. As there is no accurate listing of Virginia Private Schools who offer interscholastic sports it is difficult to ensure the directory is current and accurate. This document continues to be updated as AT turnover is reported.

The chair has also heard concerns of many VATA members in regards to the VHSL. Currently the two most predominant concerns are in regards to the VHSL PPE and Weight Control Program. The most urgent concern regarding PPE lies in the fact that the VHSL, at this time, interprets the PPE rule as the physician can “scratch out” the previous PPE date and change the PPE to an eligible date without revisiting the athlete's medical history or performing any additional exam or screening. Another concern of the VATA membership is that of several Virginia physician's request for the VHSL to remove the “arbitrary” requirement that eligible PPE are dated after May 1 of the current year and expire on June 30 of the succeeding year. Thus creating the need to monitor physical dates due to rolling eligibility. The chair has fielded many concerns regarding the VHSL Weight Control Program. These concerns consist primarily of inconsistencies within the program and the lack of written documentation/ manual to consult. These concerns have been noted and will be addressed at the January meeting the the VHSL Sports Medicine Advisory Committee.

The chair has also fulfilled multiple requests for information from the District 3 and National SSATC. The National SSATC has been provided with the Virginia Department of Education Career and Technical Education curriculum for Sports Medicine I and Sports Medicine II. At the request of District 3, previous members of the NATA SSATC mentoring program were contacted and their interest in continuing in the mentor program. Those who declined were identified and replaced by members willing to serve in a mentor capacity

Highlights

- Collaboration with the VHSL to ensure each VHSL member school has venue specific EAP.
- Maintenance of the VATA Secondary School Contact Log.
- Fielding concerns of the membership and supplying appropriate and relevant information.

- Collecting and circulating information as requesting to the District 3 and National SSATC.

Future goals

- Continued collaboration with the VHSL regarding venue specific EAP.
- Increase communication with SSATs' in Virginia.
- Gain a better understanding of the number of private secondary schools in Virginia.
- Seek representation on the VSIAA Sports Medicine Advisory Committee.
- Identify the needs of the private school SSATs' of Virginia.
- Continue to facilitate the increase of SSAT coverage in Virginia

Feedback/Requests

- Consider becoming the CE provider for the VHSL Weight Control Program.
-

Student Affairs Committee

12/30/2015

To: VATA Exec Committee
From: Jamie Frye, PhD, ATC
Co-Chair

Narrative

The primary focus of the committee was to develop the second annual student programming to be held in conjunction with the 2016 VATA Meeting.

Highlights

- An attempt was made to solicit proposals from the public to the students; no submissions were made. Two schools confused this call for proposals for the call for student presentations. We will rethink whether a call for proposals is necessary.
- Carrie Hendrick & Mackenzie Simmons were added to the Committee (existing committee was Danny Carroll and Jamie Frye)
- Lee Burton (Functional Movement Screening) donated \$500 to the Student Symposium
- ACES Workshop continues to support Quiz Bowl for \$250
- Basic programming was advertised in early October (1 month ahead of last year's schedule)
- Participation for student programming looks to be high for 2015 with approximately 100 students registered prior to on-site registration
- Student fee was raised to \$75 (\$90 late fee)

Feedback/Future Goals

- Continue to analyze cost effectiveness of having students at VATA Meeting & reviewing cost for attendance
- Survey participants from 2016 meeting for future recommendations to continue building strong programming

- Continue working to allow early advertisement of student programming to encourage participation
-