

APTA Wisconsin Southeast District EC Meeting Agenda

Tuesday, January 21, 2025

8:15 - 9:00 PM

Attendees: McKayla Figueroa, Becky Knapp, Stephanie Ryan, ~~Lee Coleman~~, ~~Megan Berezowitz~~, ~~Lauren Hogan~~, Sue Griffin

Topic	Action Items/Notes
District Officer Roles	<p>Chair</p> <ul style="list-style-type: none">● Serves as spokesperson for the district● Sets agendas for and presides at all meetings of the district● Sets agendas for and presides at all executive committee meetings● Oversees, but does not necessarily direct all committee activities● Appoints committee chairs with agreement of other executive committee members● Represents the district as a voting member of the Chapter Board of Directors● Represents the district as a member of the Chapter Finance Committee● Disseminates information pertaining to the Chapter Board of Directors meetings● Coordinates orientation for all incoming district executive committee members and chairs <p>Vice Chair</p> <ul style="list-style-type: none">● Assumes the duties of the chair in case of absence at Chapter Board Meetings or District meetings● Directs the continuing education committee of the district● Takes other responsibilities as designated by the chair and in agreement with other executive committee members● Maintains a file of each district continuing education offering over the past 5 years which contains the following:<ul style="list-style-type: none">○ List of attendees○ Outline/handout of presentation

	<ul style="list-style-type: none"> ○ Course evaluation results <p>Secretary</p> <ul style="list-style-type: none"> ● Responsible for the creation and recording of all official district correspondence ● Keeps minutes of executive committee and district meetings and submits copies of meetings minutes to APTA Wisconsin office to be published on the website within 10 days of the meeting minutes being approved by the district executive committee ● Ensures that the chapter website is updated relevant to district activities on a regular basis ● Facilitates communication to the district members ● Submits quarterly district updates for publication in PT Connections <p>Treasurer</p> <ul style="list-style-type: none"> ● Facilitate district financial transactions including occasional direct purchasing and reimbursement responsibilities ● Work with chapter treasurer and administration to maintain financial records of the district ● Speaks to the financial position of the district executive committee meetings, members meetings and as requested
Charitable Giving Opportunities	<p>McKayla sent an email out to Amy to see if there were criteria in place. She did not have any but mentioned the student charitable activities that WPT Fund will support and that we reach out to Connie to see if they have guidelines.</p> <p>Sue suggested ensuring the organization is Non-profit, In alignment with mission/vision/strategic plan. She shared we can always bring to the APTA WI board</p>
<p>Golden Goniometer</p> <ul style="list-style-type: none"> ● Promote ethics to schools 	<ul style="list-style-type: none"> ● McKayla reached out to DPT programs and heard back from UWM and Carroll and Concordia ● Stephanie has heard back from Bryant&Stratton, MATC, and Gateway

	<ul style="list-style-type: none"> • Need to create an actual award since the goni broke
<p>Back To Basics - Spring 2025</p> <ul style="list-style-type: none"> • Luke Ryan agreed to May 	<ul style="list-style-type: none"> • Date and time TBD - May 6th • District meeting prior to Luke starting • McKayla out of town the 10th through the 17th of May, will try to schedule around this
<p>Ethics 2025</p> <ul style="list-style-type: none"> • Artificial Intelligence and physical therapy • Tina Stoeckman and David Stocker to present Wednesday, February 5th @ 6PM 	<ul style="list-style-type: none"> • McKayla asked about Course Evaluations • Registration link is built • Social media posts complete • Sent to Froedtert and Froedtert South, sent to Mary Jo at Aurora, sent to PTA and PT program directors to share • We have slides from Tina and David, need to send them to Amy if we are okay with the formatting • Will need to pick up snacks and refreshments
<p>Elections (Follow Up)</p> <ul style="list-style-type: none"> • Do we want to contact Ray and see if he would like to sit in on meetings or if he would like to be appointed and split up Becky's role? 	<p>McKayla to share different APTA WI committee options available</p>
<p>Next meeting timing?</p> <ul style="list-style-type: none"> • March 2025 	