

MINUTES
CSAP BUSINESS MEETING
FALL 2004
Wednesday, November 17, 2004
Philadelphia, Pennsylvania
Courtyard Marriott Downtown Philadelphia

1.0 Call to Order: Lisa O'Connor (CA)

The meeting was called to order at 4:25 p.m.

2.0 Approval of Minutes: Lezlie Pearce-Hopper (OR)

Minutes of the May 15, 2004 meeting were read and approved by consensus vote as presented.

3.0 Treasurer's Report: Amy Goldman (PA)

- 3.1 A copy of CSAP's current financial statement was provided for all members.
- 3.2 Total assets of all accounts were reported as \$99,105 compared to last fall's \$93,221 and CSAP is on target for a balanced budget.
- 3.3 \$414 was collected for the 50/50 drawing.
- 3.4 There are currently 51 paid CSAP members.
- 3.5 CSAP will experience its fourth profitable year ending in 2004.
- 3.6 Silent Auction receipts are over \$1800.
- 3.7 Robert Craven of Craven Management Associates, LLC noted his fifth anniversary with CSAP. Budget approval at CSAP Board meeting on November 16, 2004 provided 108% of yearly budget in reserve. Robert noted the importance of maintaining this reserve in case unforeseen circumstances prevented revenue generating activities from occurring during a particular year. He also encouraged members to contact the Management office with any questions on finances or reserves.

4.0 ASHA/CSAP Joint Committee Report: Ron Bender (TX)

- 4.1 Past President, President and President – Elect of CSAP serve on the Joint Committee. Ron Bender (TX) provided an overview of the Committee and noted input from the Committee regarding future public policy agenda items was provided in the form of a letter to Dennis Hampton, Chair of the ASHA Government Relations and Public Policy Board. He further noted that among the items that should be of high priority are the maintenance of high standards in the areas of education, healthcare, and licensure along with grassroots support for federal legislative advocacy issues such as IDEA, No Child Left Behind, Early Reading initiatives, and Medicaid. The letter further notes that ASHA should remain diligent in its coordinated efforts with the states in regard to these issues through the promotion, maintenance, and

strengthening of ASHA's four networks: State Education Advocacy Leaders, (SEALS), Licensure, State Advocates for Reimbursement (STARS), and Medicare Intermediary and Carrier State (MICS).”

4.2 Ron Bender (TX) drew our attention to the H.E.L.P. (Heed, Evaluate, Listen and Propose) form in the packets. He encouraged participants to complete this form and give to them to him before leaving or mail to Ann Alexander (NE), whose address is on the H.E.L.P. form.

4.3 Eileen Crowe, ASHA, reported that every five years a state association has an opportunity to renew their ASHA recognition. State Associations receive a packet in early summer which are submitted by November in order for her office to respond and make recommendations. Packets include recognition procedures, by-laws updates, Code of Ethics requirements and help states become consistent with ASHA policy documents. Contact Eileen Crowe at ASHA with any questions.

5.0 Teleseminars – Past and Future: Ellayne Ganzfried (NY)

Ellayne Ganzfried (NY) reported that two teleseminars have been completed this year, one since our Spring CSAP meeting. Please complete the teleseminar evaluation form and suggest additional topics of interest. Teleseminars will be held again during 2005.

6.0 Committee Reports:

6.1 Fall Local Arrangements: Amy Goldman (PA) thanked the CSAP administrative office and President Lisa O'Connor (CA) for guidance in planning this conference. She also thanked all other states who sponsored events. Amy provided additional information on Philadelphia.

6.2 Nominations: Donise Pearson (TX) announced that two positions for the 2004 election were filled, Recording Secretary – Ann Bilodeau (IN) and President-Elect – Ken Ruder (OH).

6.3 Communication and Technology: Ken Ruder (OH) announced that a survey of CSAP members indicated there will be no development of a separate list serv for state associations management offices. The speakers' bureau for state association conventions will be up on the CSAP web site the week following the conference. CSAP will experiment with one or two newsletters organized by Lisa O'Connor (CA). Emails are currently archived by the CSAP office and Lisa O'Connor (CA) will look at organization of these. Executive Board minutes are currently and will continue to be posted following each CSAP meeting. There are instructions in your packet to participate in the CSAP listserv if you are not already doing so.

6.4 Time and Place: Frank Bender (OR) announced Little Rock, Arkansas, Region II will host the May 2007 CSAP meeting.

- 6.5 Issues and Planning: Barbara Leader (NY)** advised that surveys collected from the Fall 2003 and Spring 2004 CSAP conventions were reviewed and tabulated. Primarily positive responses were noted from both conferences and suggestions will be helpful for future conferences.
- 6.6 ASHA Legislative Council: Ken Bouchard** reported the Legislative Council will meet Saturday and Sunday this week. The Membership Forum will be held Saturday morning and members were urged to attend the Forum and Assemblies on Saturday. Ken reviewed the issues the Council will address and urged states to consider ways to keep an audiologist as a Legislative Councilor.
- 6.7 Spring 2005 Local Arrangements: Ellayne Ganzfried (NY), President-Elect**, shared information on Minneapolis, MN where the Spring 2005 meeting will be held May 13-14 at the Hyatt Regency. Sarah Sweeney and Tina Eichstadt will serve Co-Chairs of Local Arrangements. Ellayne further advised that the 2005 theme is: Challenges, Changes and Choices for the State Associations. The CSAP social will be held at the Mall of America which will include dinner and shopping. Attendees were urged to complete evaluations for this conference which will help make the spring conference a dynamic session.

7.0 Old Business

The Regionalization Plan has been updated with new approved ASHA dates and sites. Lisa O'Connor noted that 83% of members in Region IV made contributions to make this conference a financial success. States are asked to budget \$100 per year and encouraged to contribute according to their ability. This CSAP Regionalization Plan will be re-evaluated in two to three years.

8.0 New Business

- 8.1 Professional Designators** – peer review will be posted on the CSAP website and Lisa O'Connor (CA) requested input by December 1, 2005.
- 8.2 Four (4) hours of Continuing Education Units** will be awarded for this CSAP conference.
- 8.3 Information gathered from the survey provided by Ken Ruder (OH)** indicated that members seemed undecided about whether the Bulletin Board on the CSAP web site should continue. He advised that it was rarely used and proposed that we discontinue its use at least until a stronger need for this site is identified. A motion was made by Ken Ruder (OH) to move the Bulletin Board to an invisible position on the CSAP web site until such time as a stronger need was identified. This was seconded by Lynn Flahive (TX), and the motion passed.

9.0 Acknowledgements and Recognition

President Lisa O'Connor (CA) expressed appreciation and thanked the CSAP Board Members and Committee Chairs. A special thank you was also extended to Theresa Zamagias, CSAP Account Manager of Craven Management Associates, LLC.

President – Elect Ellayne Ganzfried (NY) recognized President Lisa O'Connor and thanked Lisa for her service and dedication to CSAP.

Last Timers were acknowledged: Ann Alexander, Joint Committee, ASHA; Ron Bender (TX), Past President CSAP; Debbie Brady, President (SC); Nancy Brandenburger, President MD); Laura Darling, President (NH); Sterling Durrett, President (AZ); Suzie Etheridge, President (MS); Marie Ireland, President (VI); Cynthia Olsen, President (ID); Lezlie Pearce-Hopper, Secretary CSAP (OR); Theresa Rodgers, President (LS); JoAnn Ross, President (ND); Lois Weiss, President (HI); Donise Pearson, Committee Chair CSAP (TX), and Barbara Leader, Committee Chair CSAP (NY).

10.0 Adjournment

The meeting was adjourned at 5:30 p.m.

Respectfully submitted,
Lezlie K. Pearce-Hopper
CSAP Recording Secretary