

AzHOSA Advisory Board

December 1st, 2018

1300-1630

The meeting of the AzHOSA Advisory BOD was called to order on 12/1/2018 1310. Arizona Grand Resort and Spa, 8000 S. Arizona Grand Parkway, Phoenix, AZ, 85044.

Present

Sharon Black, Vice President

Aden Ramirez, State Advisor

Sandra Oligny, Treasurer

Hailey Adams, Secretary

John Vreyens, Member

Adrian Kwiatkowski, State President

Molly Cohen, Health Careers Specialists

Melody Vargas, Member

Tiffany Brown, President of AZHCEA

Julie Ellis, CTSO Team Lead

Minutes from previous meeting. Minutes reviewed, motioned made to approve the minutes by Aden Ramirez and seconded by John Vreyens. The minutes were approved with corrections.

Officers Reports

President's report, no report available for today's meeting

Treasurer's Report, see (3) attached

State Advisor Report

AzHOSA State President's Report, see attached

CE Committee Report, see attached

Unfinished Business

1. Separate post-secondary conference
 - a. Discussion
 - i. GCU hesitant to register HOSA members as SLC fall during finals week, asking for separate post-secondary conference to accommodate the scheduling conflict. Members discussed the option of offering a separate conference and the potential membership effect from post-secondary if the accommodation is not made. Motion made by Aden Ramirez to hold a separate collegiate SLC for written test only for this membership year only due to the fact that finals exam fall during SLC motion seconded by Tiffany Brown. Motion passed.
2. Raise for Assistant to the State Advisor pending review
 - a. Review and approve
 - i. Members reviewed the current employee evaluation of Elizabeth Carnesi and the Arizona HOSA Pay Scale for Associate Director. Julie Ellis informed the BOD of the current pay for other CTSO Assistants to the State Advisor. Elizabeth's current pay is \$12.15 per hour, with the raise and increase from evaluation score Elizabeth's salary would increase to \$13.65 per hour. Motion to keep current high school student starting hourly pay at \$11.00 and college student, any level, starting hourly pay to \$14.00 made by Tiffany Brown, motion was not seconded. Discussion led to an amendment being made, by Molly Cohen, to the original proposal where the current high school student starting hourly pay would be \$12.00 and college student, any level, starting hourly pay would still be \$14.00. The proposed amendment was seconded by Sandy Oligny, the amendment passed.

New Business

1. Election of new board members
 - a. Justin Lisonbee, EVIT, EMS Instructor
 - i. Members reviewed resume for Justin Lisonbee, Sharon Black gave background information on new applicant. Sharon Black abstained from vote. Nomination to bring Justin Lisonbee on to the BOD, as a member, made by Sandy Oligny and seconded by John Vreyens. Motion passed.
2. End of year finances
 - a. Review statements and discuss financial process
 - i. Members reviewed the Statement of Financial Position and a list of current outstanding invoices. Aden is currently working with Tri in order to get all outstanding invoices closed. Membership for schools that currently owe funds to HOSA have been blocked from registering members.
3. 2019 Fall Conference Dates
 - a. Thursday, November 14th

Recess for 10 minutes

4. 2022 SLC and forward
 - a. Discuss SLC site selections
 - i. Members discussed renewing the contract at Westin La Paloma after contract end in 2021. Also talked about the credit card hold for rooms, space needed for

growth in the years to come and AV set up in ballroom. General consensus of members is to continue to host SLC at Westin La Paloma.

5. Creation of Advisor Mentorship Program
 - a. Discuss top wants, ideas, and best practices
 - i. Establish mentorship for programs 1st to 3rd year teachers. Advisor conference provided help to the new advisors that showed, but many new advisors did not attend. A template for the mentorship program will be provided by AZHOSA with topics to cover and a timeline. Proposal made to set up a google classroom for mentorship.
6. 2019-2020 Calendar of events
 - a. Review 2018-2019 Calendar for items that need to be changed or adjusted
 - i. Members reviewed this year's calendar to help determine best dates for 2019-2020 calendar. Plan to have final draft of 2019-2020 Calendar of Events by May 2019.
7. Next meeting dates February 2nd, May 4th, and August 3rd
 - a. Need location and time proposal for February 2nd meeting
 - i. Location for the next board of directors meeting will be at West-MEC's Northeast Camus, 1617 W. Williams Dr., Phoenix, AZ, 85027 from 1100 to 1400.
8. Approval of the Memorandum of Understanding for Sara Patenge
 - a. Discussion
 - i. Reviewed roles and responsibilities that Sara Patenge currently holds. Discussion from Julie Ellis on potential policy change to chaperone policy that may affect Sara's roll in AZHOSA. Motion was made to accept the Memorandum of Understanding between Arizona Health Occupations Students of America (Arizona HOSA) and Sara Patenge by Tiffany Brown and seconded by Sandy Oligny. Motion passed.

Motion was made by Sharon Black to end the meeting, seconded by Hailey Adams.

Meeting adjourn at 1545

Next BOD meeting February 2nd, 2019 at 1100.

Hailey Adams, BS, CVT

Hailey Adams, Secretary

Approved