

Ohio Association of Physician Assistants
Board of Directors Meeting Minutes
January 11, 2025

The OAPA Board of Directors convened virtually via Zoom. Present were Board members Hart, Rotuno, Freado, McDiffett, Homoki, Fitzgerald, Talboo, Bishop, Keller, E. Brown, Mathur, and Patel. Not present was Board member Gavin. Also present were Student Representative-Elect Whittaker, Committee Chairs/Co-Chairs Sittek, Gorzitze-Maxey, Meyers, and Bixel, AAPA Delegates Bowlby, J. Brown, Hirkala Pagel, Pagliaccio, Richardson, and Thompson, 15 SCSRs, and ED Vanneman.

President Hart called the meeting to order at 9:02 a.m. with a roll call. A quorum was present.

Secretary-Treasurer Homoki introduced the September 2024 board of directors meeting minutes.

ACTION: Motion to approve the minutes. The motion carried.

President Hart introduced the report on interim board actions from September 2024 to January 2025.

ACTION: Motion to approve the report. The motion carried.

Secretary-Treasurer Homoki introduced the FY 2024 financial report, which included a narrative summary, Statement of Financial Position as of 12/31/24 with YOY comparison, Statement of Activity as of 12/31/24 with actuals vs. budget plus comparative data from 2020-2023, Statement of Activity as of 12/31/24 month by month detail, and a chart displaying OAPA Annual Revenue, Expense, and Net from 2020 to 2024. The FY24 bottom line was \$50,293.09 net operating revenue, which significantly exceeded the anticipated (\$2,026.57). This strong net revenue more than erases the past two years of net losses. Additionally, with interest from new investments and credit card cash back rewards, nonprogram income was \$2,398.59, compared to \$11.63 in 2023. Funds are now properly balanced and actively managed.

ACTION: Motion to approve the financial report. The motion carried.

President Hart reported on updates to actions related to the strategic goals:

1. *Legislative - selection/onboarding of lobbyist Hicks Partners, AAPA Advocacy Grant, Advocacy Day October 22, lame duck legislative outcomes, advocacy with OAAPN against insurer issue*
2. *Educational Programs - save the date for Pharmacology (March 28-29), Annual (October 23-24)*
3. *Membership - 2024 had net increase of 143 members (approximately 12%)*
4. *PA Program support - preparing for another program director townhall, developing resources*
5. *Fiscal responsibility - FY24 resulted in net revenue and presenting balanced budget for FY25*

Secretary-Treasurer Homoki introduced the FY 2025 proposed budget. The board received a draft on December 20, an updated draft on January 4, and the final on January 9. Secretary-Treasurer Homoki highlighted revenue and expense areas. The proposed budget is balanced, with a bottom line of \$82.22.

ACTION: Motion to approve the FY25 proposed budget. The motion carried.

President Hart acknowledged Josanne Pagel's decision to resign from the Government Affairs Committee Chair role on 12/31/24, after many years of service. He thanked Pagel for her steadfast commitment and great contribution to OAPA and the PA profession as a whole. President Hart has appointed Matthew Freado to serve as the Government Affairs Committee Chair effective January 1-June 30, 2025. He noted Freado's involvement in advancing OAPA's legislative priorities in recent years.

ACTION: Motion to confirm the new Government Affairs Committee Chair. The motion carried.

Vice President McDiffett discussed the upcoming nominations and elections process, which will begin in February. She reviewed the to-be-elected positions with new terms beginning July 1, 2025. She is finalizing a new elections manual and is recruiting for members of the Elections Committee.

Chief Delegate Melissa Bowlby presented a new resolution for the AAPA House of Delegates that states "AAPA opposes all forms of discrimination or action against an individual based on their age." Included with approval of this resolution is an additional policy-edit resolution that adds the term "age" into AAPA's nondiscrimination statement (HP-8820). Discussion ensued regarding disability as an identity and it was

confirmed that this is addressed in other aspects of AAPA's 250+ page policy manual. Chief Delegate Bowlby also discussed possible edits to select 5 year review policies but nothing needing board attention.

ACTION: Motion to approve the AAPA HOD resolutions as presented. The motion carried.

In new business, discussion ensued about a pre-PA student membership category. The Membership and Student Affairs Committees will collaborate on a proposal. It was noted that benefits for pre-PA students could impact the benefits and services for existing PA students and Ohio's PA programs, so this would need to be addressed, as well as not seeking to compete with AAPA's pre-PA student membership.

The next OAPA Board of Directors meeting will be held in person at the Sheraton Suites Akron-Cuyahoga Falls with a virtual attendance option on Zoom on March 27, 2025, at a time TBD.

There being no further business, the meeting adjourned at 10:03 a.m. The meeting was followed by an introductory presentation by Hicks Partners, OAPA's new lobbying firm.

Ohio Association of Physician Assistants
Report on Interim Board of Directors Actions
January-March 2025

The OAPA Board of Directors took action on two matters between the January 11, 2025 board meeting and the March 27, 2025 board meeting. According to Bylaws Article VI:

Section 6: Special Board Meetings. *Special meetings of the Board may be called by the president. The object of the special meeting shall be stated in the meeting notice and no business other than that specified in the notice shall be transacted at the meeting. Notice of a special meeting shall be provided not less than two (2) days before the meeting and may be provided by electronic means.*

Section 8: Action by Unanimous Written Consent. *Any action required to be taken at a meeting of the Board of Directors or any action which may be taken at a meeting of the Board of Directors may be taken without a meeting if a consent in writing, setting forth the action so taken, is signed by all of the directors entitled to vote with respect to the subject matter thereof. A director's consent to action taken without a meeting may be in electronic form and delivered by electronic means.*

Establish the Advocacy Day Subcommittee

Now that the PA Advocacy Day is scheduled for October 22, we need to formally establish the planning team. Per the OAPA Policy Manual, "A subcommittee is a leadership body existing beneath a committee that may be specified by the BOD and has a technical role related to achieving the charges of that committee. In addition to overseeing the responsibilities of the committee, committee chairs oversee the activities of the subcommittees that exist beneath the umbrellas of their respective committees."

ACTION: On February 3, 2025, the board approved, by unanimous written consent, the motion to establish the Advocacy Day Subcommittee of the Government Affairs Committee, effective immediately. The subcommittee is to be disbanded upon completion of its work, as determined by the Government Affairs Committee Chair.

Adopt the Elections Manual

Ohio Association of Physician Assistants
Board of Directors *SPECIAL MEETING* Minutes
February 6, 2025

The OAPA Board of Directors convened virtually via Zoom. Present were Board members Hart, Rotuno, McDiffett, Homoki, Fitzgerald, Gavin, Talboo, Bishop, E. Keller, E. Brown, Mathur, and Patel. Also present

was Executive Director Vanneman. Not present were Past President Freado and Student Representative-Elect Whittaker.

President Hart called the meeting to order at 8:31 p.m. with a roll call. A quorum was present. President Hart stated that no business would be conducted except for the meeting purpose (Elections Manual).

Vice President McDiffett introduced the Elections Manual, including proposed edits based on feedback received via email. Discussion ensued, including whether candidates were required to attest to ethical behavior. This is handled in part by nature of all OAPA members agreeing to the *AAPA Guidelines for Ethical Conduct for the PA Profession* and may be addressed in more detail in forthcoming policy. It was also discussed that candidates may ask for information about the financial commitment involved in leadership service (e.g., meeting travel expense) but that detail is not included in the Elections Manual due to budgetary fluctuations and in the interest of keeping the manual evergreen.

ACTION: Motion to approve the new Elections Manual. The motion carried.

There being no further business, the meeting adjourned at 8:44 p.m.