****

42nd Annual Spinal Cord Injury Model Systems Leadership Forum

October 12-15, 2022

BUSINESS MEETING

Saturday 10/15/22 8:30 AM – 9:30 AM

**2019 Business Meeting:**

Review and Approval of Business Meeting minutes from October 2019

* Approved 10/15/22

**Old / New Business:**

***Guidelines***

1. Cap # of participants to 50 with the inclusion of Canada, inviting 2 from each site
	1. Sites can request 3 participants; will be at discretion of host site to keep wait list for then opening numbers up to 3 people from each site
	2. Site can send email asking if sites want to send additional participants if numbers falling low
2. Include Nursing/additional disciplines?
3. Sponsorship (Sunshine Act)
* Motion by Joe to allow on site sponsors at the discretion of host facility. Seconded by Cathi. All approved

***Website***

1. Continue with current website from Weebly (yearly cost from fund)
	1. LRC continued website with Model Systems funds (Next host to continue payment)
2. Continue with Drop box or not? Older presentations there, but we are out of room
	1. Deleted from Drop Box 2015 presentations (but have saved on my personal computer if anyone wants me to send to them)
	2. Send out an email announcing deletion of oldest year, for anyone to go through and look and save in order to clear out space?
	3. Looked into One Drive, but was an expensive option

***Flow of presentations/information***

1. Continue with 15-20 minute presentations?
2. Host site’s discretion to cap presentations
3. Did open forum improve by asking questions ahead of time to gather themes?
* Restroom breaks needed? Or just use restroom as needed. Most agreed that we just use when needed.

***Timing of conference***

1. Continue with 2nd weekend of October? Unless a religious holiday weekend or interference with ASCIP conference

***Financials***

1. Funds from Spaulding: $25,000
2. Registration Income ($250 registration) 34 people: $8,500
3. Sponsorship Income: $3,500  \*\*
4. Expenses for this meeting (estimated): $18,341.01
5. Funds moving forward estimated, final number pending: $18,658.99

***\*\*Decreased sponsor funding this year due to supply chain issues and economic instability***

***Future Meeting Sites***

1. Upcoming sites identified for following years:

2023: Santa Clara Valley (San Jose, CA)

2024: Shirley Ryan Ability Lab (Chicago, IL)

2025: TIRR (TX)

2026: UAB - tentative (AL)

2027: Shepherd/Mt. Sinai?

2028: Regions?

***Breakout Groups 2023***

Continue with format? Any suggestions?

Current planning committee members: Sara Hobbs, Amanda Olson, Mike Scheppers, Randy Huzinec, Susan Porter, Jennifer Douglas, Julie Jennings

 ***Additional considerations mentioned for future planning:***

Joe will talk to Craig H. Nielsen foundation re: sponsorship if bylaws allow Craig Neilson asked to sponsor and said no to SCVMC

Sue brought up potentially raising registration depending on how facilities are getting the forum funded

Julie brought up potentially cutting back on night out, Rachel Hessen brought up cutting back on transportation

Rachel Hibbs brought up potentially making CEUs available for conference, her center can assist and she will look into it

 Email 5.6.23 from RachelPitt could certify for OTs in all states, but PTs are complicated…. Each state has different requirements and have to be submitted separately. I do have a list of different states that will reciprocally accept credit if approved in a different state (e.g. if PA approved than CO accepts) but that still doesn’t solve all states. If given enough lead time (at least 3 months) Pitt could also certify for PTs in PA and I can list out which states that also works for.

If we would pursue this (for OTs and/or PTs)  then we would need learning objectives, speaker bios, and references for each presentation. I'm happy to help if we want to try to do that. Just let me know.

Zoom or no? we’d like to be in person only, but that eliminates an option for those who can’t travel to expensive areas. SCVCMC Not doing ZOOM