



September 12, 2009
New Office Orientation

9:30-9:50

Overview of ISHA Leadership

- ISHA Central Office
 - Ann Ninness, ISHA Executive Director
 - Casey Stevens, Association Assistant
 - Pat Crampton, Association Consultant
- Teams and Team Leaders
 - Team Structure Handout
 - Current Team Leaders and Team Members
- Other ISHA Leaders
 - Committees
 - Liaisons
 - Presidential Appointments
 - Advisory Groups

9:50-10:10

Review ISHA Binder Contents/Web Documents

- ISHA By-Laws (Revised March, 2009)
- Policies and Procedures (Draft Document)
- ISHA Operating Budget
 - Dues and Convention Fees
 - Advertising (Directory, Exhibitors)
- VP and Team Budgets
 - Expense Vouchers
- State Practice Act and Rules (IC 25.35.6, Title 880)

10:10-10:30

Executive Council Meetings

- Robert's Rules of Order
- 5 EC Reports per year
 - Consent Agenda Reports (FYI to EC)
 - Action/Discussion Agenda Reports (need input or vote)
 - Timeline for submission to President (email)



September 12, 2009

ISHA EC Agenda

10:30-10:35 Welcome and Call to Order

- Approval of Minutes from 3-25-09
- Brief Review of Robert's Rules

10:35-10:50 President's Report

- June 5th meeting with University Department Chairs
- June 23rd meeting with First Steps Administrators
- ISHA Policies and Procedures Manual – First Draft
- Pre-Planning Meeting for Strategic Planning Session
- ASHA Personnel Grant Update
- 2009-2010 Theme: *"Members Make an Impact"*
- August 14th meeting with IDOE Chief Policy Officer
- Presidential Appointees

10:50-11:00 Executive Director's Report

- Membership Update
- Confirmation EC Dates
- Fall Conference Registration Update

11:00–11:05 Treasurer's Report

- Current Balances
- Budget for each Vice President

11:05-11:10 Consent Agenda Reports

- **Vice President of Professional Development** (Conferences Team, Convention Team, Continuing Ed Team, Grants, Research, Scholarships Team)
- **Vice President of Communication and Publications** (Directory Team, Newsletter Team, Communications Team, History Team, Professional Recognition Team)
- **Vice President of Marketing** (Public Information Team, Advertising and Sponsor Procurement Team, Recruitment Team)
- **Vice President of Speech Language Pathology** (Pre-Professional Team, Scope of Practice Team, Quality Management Team, Legislative Team)
- **Vice President of Audiology** (Pre-Professional Team, Scope of Practice Team, Quality Management Team, Legislative Team)

11:10-11:25 Action Agenda Items

- EC Appointment of President-Elect

11:25-11:30 Announcements



September 12, 2009
Strategic Planning

Vision:

Current Mission:

Goals:

1)

2)

3)



ISHA EC Agenda 3-25-09 Convention Meeting

- 6:00 Agenda Overview
Approval of Minutes from 2-8-09
- 6:10 **President's Report**
- Review Business Meeting Agenda
 - Additions or changes
 - VP Tables
 - New Team Structure
 - Recruiting Team Leaders
 - Sign-up sheets
 - Ongoing communication with IPFW to support next steps in the implementation of their future master's program in Speech-Language Pathology
 - Policies and Procedures Manual template
 - Please review and align the "Collective Purpose" from the ISHA Leadership Structure At-a-Glance with items from the attached outline
- 6:20 **Executive Director's Report**
- Membership Data
 - Convention items
 - Time Frame for By-Laws Approval by Membership
 - Adoption requires 2/3 favorable vote of members returning ballots within 21 days.
- 6:30 **Treasurer's Report**
- Current Balances
 - 2009-10 Budget meeting
 - Budget worksheet for each VP
- 6:40 **Task Force and Appointee Reports**
- SEAL-ISHA/ICASE Force
 - MIC-STAR
 - Medicaid Task Force: Meeting with Senators Miller and Lawson
 - First Steps Task Force: Member email concerns continue
 - By-Laws Task Force Update
 - ✓ Process initiated by EC 12-5-08 (Task Force)
 - ✓ Draft approved by EC 2-8-09
 - Draft to be presented to membership during Annual Meeting of the Corporation

ISHA

**Supporting its members in the provision of quality services through advocacy, professional development,
and public awareness**

6:50 **Nominating Committee Report**

- Final Election Ballot
- Election Time Frame
 - Ballots must be returned within 21 days to Nominating Chair
 - Within 14 days ballots must be counted and results submitted to the secretary

7:00 **Consent Agenda Reports**

- 1) **Vice President of Professional Development** (Conferences Team, Convention Team, Continuing Ed Team, Grants, Research, Scholarships Team)
- 2) **Vice President of Communication and Publications** (Directory Team, Newsletter Team, Communications Team, History Team, Professional Recognition Team)
- 3) **Vice President of Marketing** (Public Information Team, Advertising and Sponsor Procurement Team, Recruitment Team)
- 4) **Vice President of Speech Language Pathology** (Pre-Professional Team, Scope of Practice Team, Quality Management Team, Legislative Team)
- 5) **Vice President of Audiology** (Pre-Professional Team, Scope of Practice Team, Quality Management Team, Legislative Team)

7:45 **Action Agenda Items**

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8:00 **Announcements**

- June 20, 2009
 - 2009-11 Strategic Planning Meeting 9:30-11:30, Central Office
 - 2009-10 Budget Meeting 12:30 2:30, Central Office
 - New and current officers in attendance
 - Facilitator will be hired
 - Boxed lunches will be served

ISHA

Supporting its members in the provision of quality services through advocacy, professional development, and public awareness

**ISHA EC Agenda
Dec 6, 2008**

9:30 Welcome & Call to order

- * Review agenda
- * Minutes from Aug 2008 meeting

President's Report/Thoughts

- * Acceptance of letter of resignation from President-Elect
- * Letter to Governor Daniels regarding LSA Document #07-671
- * First Steps Task Force Update
- * ICASE/ISEAS Task Force Update
- * Thank you notes for contributions to key legislators
- * Medicaid Reimbursement Task Force
- * Article 7 Issues
- * Directory update:
- * ISHA Membership cards
- * Convention Theme
- * Attended C-SAP(Council of State Association Presidents)

- 10:00 Welcome Michael Brown, Governor, Southern Indiana District of Sertoma**
- Presentation on Sertoma's Adopt-an-Agency Program

Executive Director Report/Thoughts

- * Membership data
- * Website News
- * Miscellaneous items

Treasurer's Report

SEAL Report/Comments

Nomination Team Comments/Thoughts

- * President-Elect, (See ISHA By-Laws Section on Officer Replacement Procedures)
- * Officer Recruitment

Consent Agenda Reports

- * Audiology, Marketing, Communications, SLP, Professional Development

Discussion/Action Agenda

- * Sertoma Partnership
- * Revision of ISHA By-Laws: Life Members
- * Miscellaneous items

New Business

- * Further By-Laws Revisions
- * Scholarship information
- * Newsletter issues
- * PAC fundraiser at Convention
- * Awards/Honors

Legislative Update

- * School licensure
- * Legislative event (day)
- * ICASE Annual Report
- * Establishing a Legislative Chair
- * What "Long Session" means to ISHA

Adjournment

Announcements

- * ASHA State Association Agreement sent
- * IPLA Board Meeting January 6th @10:00
Government Center
- * Next EC meeting Feb 7, 2008 @9:30
- * Newsletter submissions due Dec 15
- * Others

ISHA Executive Council Meeting
Agenda
August 23, 2008

9:30 **Welcome and call to order**

- EC Calendar
- New binder information
- EC Roster – update information
- Other materials
- Approval of Minutes from April 2008 meeting

President’s Report/Thoughts

- ICASE/DOE task force update
- First Steps task force update
- Reimbursement task force update
- RTI State Advisory Board appointment
- PAC/Foundation update
- Nominations – VPs
- ASHA Recognition process
- Presidential appointments

Executive Director Report/Thoughts

- Upcoming tasks needing assistance
- Website planning
- Audit by CPA

Treasurer’s Report

- Budget 08-09
- Management Contract
- BSA contract

Approval of Consent Agenda Reports

Discussion/Action Agenda

- Convention Program
- Convention Session Sponsorship

- ISHA Logo Plan
- First Steps Coalition
- Others

New Business

- By-Laws Change: Definition of “Life Member”
- Objectives/goals for upcoming year
- Other

Legislative Update

- Article 7 status
- Title 880 (our rules) update
- Autism Commission update
- Legislative Day ideas
- Other items from Mark

- **Adjournment**

Announcements

- Beebe, Scherer address change
 - Beebe, Scherer & Associates
 - PO Box 56074, Indianapolis, IN 46256
- Next EC meeting Dec 6, 2008
- Newsletter submissions December 15, 2008 and June 15, 2009
- Fall CE conference – 9-27-08
- All Team Leaders and Team members need to be ISHA members
- Please let Team Leaders know that I am available to attend meetings if invited
- Team Leaders are welcome to attend EC meetings
- Other