**Minutes for Monday,**

**March 13, 2023**

**Washington State Chapter**

**Monthly Board Meeting**

**11:00 am – 1:00 pm**

***Mission: The Chapter endorses the Mission and Goals of IARP, which are to: promote effective interdisciplinary rehabilitation, disability management, and return-to-work services on behalf of persons with disabilities and the economically disadvantaged; enhance the competency of service providers; support innovation in related business development and management; and become the pre-eminent source for shaping public policy that affects private sector rehabilitation. To pursue this purpose, the chapter will work in concert with IARP.***

**11:20 am: Call to Order**

**In Attendance:** President, Allison Baldwin; President Elect, Stephanie Cross; and Members at Large: Annabel Cobane, Katie Rogge, Katrina Taylor and Leslie Weaver.

**Via Telephone**: N/A

**Absent:** Past President, Laurel Burditt-Creek; Sec-Treasurer, Matt Nystul, and Member at Large, Brian Roberts.

**Guests Present:** N/A

**Minutes:** Minutes from the last meeting have not been received. They will be sent via email for board review.

**Old business:** None

**Treasurer Report: Matt Nystul:** Checking account has $17,589.24 and savings has $12,805.31.

**Membership report:** **Stephanie:** 191 current members.

**Newsletter-Laurel:**  Short discussion about the need for someone to take over newsletter responsibilities after this one as Laurel will no longer be on the board. Also, the Spring newsletter was supposed to go out the first week of March. Will need a reminder for the person taking over this task that the newsletters go out the first week of each new quarter. Allison will put together a template and add the president’s column and send it to Laurel. Leslie will help provide possible content. Stephanie will send the success story she has to Allison to add to her template along with the election blast and advertisements that have been put on social media. It was also discussed that we can reach out to the vendors from the conference and send an email blast to see if anyone else may be interested in advertising in the newsletter.

**Jeannette Anderson Scholarship:** We have one interested party at this time but may want to work on more advertising and outreach to make sure the word gets out. Katie sent the scholarship information to the contact at Western Washington University and there was a discussion about whether or not we can also connect wit them more about this industry (workers comp, L&I) and student involvement in IARP membership. There has been a push among other chapters to pay for student memberships for individuals still in school – would Nationals consider covering some or all of that cost for chapters?

**Election:** Will need to check with Laurel on where we are at with incoming election nominations and how many people may be running next month to get an idea.

**October 2023 Conference:** It was agreed not to proceed with the Hyatt, Cedarbrook Lodge, or the DoubleTree for the conference due to the expense being well over $20,000. It was narrowed down to either Green River College or the SEA Conference Center. Discussed the pros and cons from the proposals received at length and it was agreed and voted on to host the conference at Green River College. They require a $500 deposit and we will work with Matt to get this paid.

Will need to do recon and research on different hotel options in the area as this conference will not be hosted at a hotel. This also includes any shuttle/transportation options.

The cocktail party was discussed – Green River College can host the cocktail party and has a great setup for it. Katie will get a quote from them so we can run it by the individual(s) who want to host the event, but it will also be worth looking at local restaurants or hotel options to host it at as well. Will want to get an RSVP this year to help gauge the number of attendees in order to ensure there is enough food, etc. but not necessarily make it so people aren’t able to attend if they haven’t RSVP’d.

Katie will follow up with Green River College for next steps.

Allison will follow up with the Hyatt, Cedarbrook Lodge, and the DoubleTree to let them know we will not be proceeding with their venues.

Stephanie will follow up with the SEA Conference Center to let them know we will not be proceeding with that venue.

Everyone agreed to do some research on possible cocktail party locations, hotel options, etc. in the Auburn area near Green River College.

**National Conference/Forum:** Nationals has changed their plan this year – the conference will be held this summer in a virtual format and the October in-person offering is being called a forum and will be held in Virginia. Everyone is still on board with the tradition of having the President and President Elect attend the in-person event, and possibly the virtual conference as well. Will discuss further as they get closer.

**VTSG:** No report.

**VRAC:**  No report.

**IMG:** No report.

**QA Plan:** No report.

**Best Practices:** No report.

**Other:** N/A

**Motions passed that include spending:** Change of venue to Green River College for the October 2023 conference.

**12:43 pm: Adjourned**

**Next Meeting:**

**April 10, 2023**

**In-Person (last meeting of this board’s year)**

**Location TBD (likely Yakima)**

**10:00 am-12:00 noon.**