**Minutes for Monday,**

**February 13, 2023**

**Washington State Chapter**

**Monthly Board Meeting**

**10:00 am – 12:00 noon.**

***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.***

**10:02 am: Call to Order**

**In Attendance:**

**Via Telephone**: President, Allison Baldwin, president Elect, Stephanie Cross, Past President Laurel Burditt-Creek, Sec-Treasurer, Matt Nystul. Members at Large, Brian Roberts, Annabel Cobane, Katie Rogge, Katrina Taylor and Leslie Weaver.

**Absent:**

**Guests Present: Peggy Halstead and Jennifer Fruedenstein, Maureen Vargas, Laura Kase Nagai, Vince Swaney, Mollie Petrie, Crystal Arreguin, Monica Schneider, Janis Flaherty**

**Minutes:**

* Approved January minutes with Katie Rau as Katie Rogge.

**Old business:**

* None

**Treasurer Report: Matt Nystul:** Checking account has $17,184.16 and savings has $12,806.12.

**Membership report:** **Stephanie:** 191 current members. Expiring memberships were notified via email.

**Newsletter-Laurel:**  The newsletter was just sent out and there was an ERTW piece in the newsletter.

**ERTW** Presentation provided by the Department of Labor and Industries. To get ERTW services go to <https://lni.wa.gov/EarlyReturnToWork> or 360-902-5555 They should be at the Spring L&I Conference.

**Conference:**

**Cedar Brooke Lodge**: Proposed cost is $34,465.00 in 4 installments. We are currently booked for the 13th and 19th of October at this time and the two dates. The cocktail room will be moved to downstairs, and we would eat and have cocktail parties in this location (Tamarack Hall). $180 for each microphone (3). Their AV is $90 per hour if they run it, but we can use our own laptop. An extra screen with a projector will be an additional $550. Round tables can accommodate 200 people. Free shuttle rides to the airport. Installments January, April, June and August for installments. They have refrigerators so people can get drinks as needed.

Vendors: Will have the vendors out in the open area, inside, and snack area. Ensured that at least 15 vendors can be accommodated. Typically, 2 chairs per table. $25 per table power, and $30 per vendor table. $55 total cost for each vendor.

May need to charge more.

Other options:

**Hyatt:** Nick is the new person to deal with. A different area may be available and it is on the third floor (Lake Washington Room) This would be our only option. Reception would occur in the original room on the third floor as well. October 27th is the only date available. The Hyatt is very expensive. AV is $10,000.00

**Green River Community College**: Onsite meeting for February 23rd. They are meeting at 11:00 AM. Katie contacted them and they are in Auburn. They have hotels they partner with such as Best Western or Holiday Inn. Cascade Hall Room holds 300. Will handle round tables, 1 large screen. We could use their caterer or external catering, but there is an additional fee of $200.00. Could do a cocktail party with high tables. There is a cash bar or host bar possibility. $11,336.65 estimated cost. Several parking lots are available and can accommodate large numbers.

**Seattle Conference Center**: $3000.00 rental option. We can include nearby hotels. Stephanie will get a quote for the catering cost.

**Sea-Tac:** Will get proposal. Allison will also contact the Double Tree.

**Keynote and Speaker Ideas**: Casey Jackson. Jennifer Bowes at the CHEC Center. Cultural Humility. Deviant Compassion Consulting and doing no harm. H2A presentation. Fireside Chat with an Injured Worker.

Upcoming action needed for our scholarship and upcoming voting. Kevin Bengsten and Portland Community College.

Will get out the Survey Monkey to get the information out for possible topics.

Spring Webinar: Allison vetoed.

L&I is not following up on H2A and they are heading in a different direction. We never heard from L&I on getting an IARP booth this Spring. Contact Amy Rhodes or Julie Salas.

**VTSG:** No report.

**VRAC:**  See Laurel’s notes.

**IMG:** No report.

**QA Plan:** No report.

**Best Practices:** No report.

**Other:**

**Motions passed that include spending:**

Cedar Brooke location for Fall Conference in 2023.

**Next Meeting:**

**In-Person at the RAM Kent Station**

**March 13, 2023**

**11:00 am-12:00 noon.**