

**MIARP MEETING MINUTES**  
**FEBRUARY 19, 2007**  
**8:30 AM - CONFERENCE CALL**

**Participants:** Glenda Stephens, Laura Frailey, Joanne Pfeffer, Robin Markey and Karen Starr

Guest: Katie Kohler, CMSA

Absent: Janine Holloman

1. Call to Order/Introduction: Glenda Stephens called the meeting to order at 8:33am.
2. Approval of Minutes- Robin Markey requested correction of presentation listings to read 8 breakout sessions as opposed to 4 pertaining to the joint fall MRC conference.
3. Treasurer's Report- Current checking account balance (last updated on 2/16/07) is \$4,994.38. One check is outstanding, paid and mailed on 2/12/07 to WM. Gratsch for \$359.50 for Spring Conference Brochures/vendor letters etc. which reflects the difference in the Balance Sheet emailed to each board member on 2/18/06. Total current assets are \$4,634.88. Year to date \$1,759.50 expenditures on costs related to the 2007 Spring Conference and Fall MRA Conference. Joanne Pfeffer received and revised the membership list for easier reading and emailed to each board member on 2/16/07 by Joanne Pfeffer.
4. Old Business- Laura's meeting with Advanced Rehab was delayed due to bad weather. She will attend their next meeting on February 21st. She offered to explore additional OT and PT groups to solicit for MIARP membership.
5. New Business
  - a. MRC – Joanne and Robin-Joanne reported each committee member (represented by the public, non-profit and private sector) listed (round table format) presentation topics. A complete list will be provided by Mr. Smith in the near future (via email) once the list has been revised & completed. Proposal deadlines must be submitted by 4/21/07 and selection will be completed by 5/31/07. Topics forwarded to Joanne were presented in this meeting. MIARP will have a booth at no cost, register at membership rates and have representative at head table. Robin clarified the list would be cleaned up to eliminate duplicates before sending out.
  - b. Directory – Glenda reported the printer is laying out the membership list and will email it this week for review. They will then calculate the number of ads to ensure the cost is recovered. Additions and modification to returned to her with a date to be determined. This will set the ad/vendor rates. Robin reported she will add her company information to the list.

- c. Newsletter – Karen- winter newsletter went out via email. Deadline for the spring newsletter is anticipated as April 15<sup>th</sup>.
- d. Contact OT and PT groups – Laura will attend Advanced Rehabs next meeting. Student associations will be contacted by Laura provided she receives contact information from Glennnda’s daughter (OT student).
- e. Position descriptions for Board – positions continue to be sent and approved without modifications.
- f. Fall Conference –Fall conference options were discussed including partnering with CMSA. This topic will be tabled following the CMSA March 1, 2007 meeting.
- g. Spring conference - Laura discussed different ways to purchase an autographed jersey, ball or bat (Willie Horton 68 World Series) anticipated cost of \$150. She will continue to work on this. Vendor letters and membership pamphlets have been sent. Karen suggested a phone call or second letter to trigger responses. MRC vendors should be included in the mailing.
- h. International Report – Karen reported the International Conference reception presentation is anticipating a financial loss and reported each chapter is being asked to contribute. Karen moved acceptance of a \$100 contribution which was seconded by Laura and approved. A check will be sent to Debbie Witt for this contribution.
- i. CMSA- Glennnda proposed allowing their members to attend our conferences at our membership rate and proposed co-conference status. Katie of CMSA reported their board meets on a monthly basis, with membership meetings on a quarterly basis. They are considering conference partnering. Their upcoming board meeting March 1<sup>st</sup> will be their next opportunity to discuss a partnership, website links and shared membership rates. She appreciated Glennnda’s attendance at their board meeting. Their membership includes 167 western Michigan professionals located primarily in Kalamazoo and Grand Rapids. There is another group of over 400 case managers in the Detroit CMSA and Susan Wisser has a separate case manager organization in the Capital Area. Katie reported they have 15 board members that serve a 3 year staggered term. They have active members and through staggering always have 3 new board members. Their goal was to increase membership to 200. She will share the president’s names and their flyer at the next presentation on Life Care Planning scheduled for March 20<sup>th</sup> the Breslin Center. Non-member rates \$20.00 and vendor access or member rate of \$5.00 with 2 CEU’s. Joanne suggested an ‘affiliate’ status to indicate reduced rates. Details will be worked out.

6. Next Meeting Date: March 20, 2007 8:30am (teleconference)

7. Adjourned at 9:24am

