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# ATM Board Meeting

Friday, 05.01.2020

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## Attendees

Paula Davis  
Cathy Rude  
Kelly Baumgartner  
Nanci Stanley  
David Carter Plake  
Laurie Fremgen  
Christy Martin  
Sarah Slette  
Melinda Pond  
Mollie Miller  
Jacquetta Barnett  
Janet Dirmeyer

Meeting begins at 4:02pm  
Meeting adjourns at 6:20pm

## Agenda

### Last Meeting Follow-up

1. Paula will call Melinda and Brielle will call Kristen to see if there is anyone who wants to fill Kristen's position.
  2. Christy will contact Sarah to let her know she is voted on to the board
  3. Brielle and Paula will write up talking points regarding complaints.
  4. Christy - how many students does it take to financially break even?
  5. Brielle-Ask Kelli Beaty to send Roland a check
  6. Brielle send Kelly Baumgartner IRS tax exempt requirements
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7. Everyone send a picture of the item they are donating to the silent auction to Janet.
8. Kelly Baumgartner will have Amy send Dr. Stu info to Laurie and Brielle so it can be forwarded to the local doulas.
9. David will work on writing an employee handbook

## New Business

### 10. Regional Reports

- a. Nanci Stanley makes a motion to approve the reports. Christy Martin seconds. Accepted unanimously.

### 11. Elections and Regional Representative Appointments

- a. Laurie Fremgen makes a motion that we appoint April Blackmore to Region 1 representative. Christy Martin seconds. All approved.
- b. East Texas (region 2) has no representative
- c. Cathy Rude nominates Paula Davis for President and Laurie Fremgen as Secretary. Christy Martin seconds. All approve.
- d. Region 1, Laurie Fremgen is seat A, April Blackmore is seat B
- e. Region 3, David Carter Plake is seat A, Jacquetta Barnett is seat B

### 12. Legislative Report

TDLR request to governor, medication bill, lobbyist

- a. Laurie Fremgen discussed that the legislature rejected all of our requests to temporarily suspend several rules to adequately address Covid-19 issues.

### 13. Education Report

Christy Martin offered the Education Report. Module workshop cancelations and rescheduled due to COVID-19, budget and expenses when less than 18 students enroll, Salaries and expenses during COVID-19

- a. Christy Martin gives an update on ATMMTP and how it has been impacted by Covid-19
- b. She expects 12 people will enroll in this enrollment period
- c. Some workshops have been moved to zoom and the education committee will discuss and organize this at their next Education Committee meeting. They will discuss how students will do the hands-on portion of the module. Perhaps with their preceptors?

- d. 18 students per enrollment period are needed to keep the program financially in the black. Is there a plan for how to break even without the minimum number of students? Paula and Christy will go over the budget outside of this meeting with Claudine.
  - e. Was the March workshop cancelled? Kelly Baumgartner received a PnL for payments made for the workshop. Christy will confirm and let Kelly know.
  - f. Meeting with Claudine and the Executive Committee will happen May 12 at 1:30pm via zoom.
  - g. Discussion regarding PayPal's administrative fees. Should we move everything over to Zelle? Should we charge an administrative fee? Can we reverse charge the administrative fee via PayPal? Christy Martin and Kelli Beaty will investigate.
14. Conference 2020 Report
- Refund of deposits, rescheduling for 2021.....
- a. Kelly Baumgartner offered the Conference update. Undoing the conference has been challenging. A few vendors need to be refunded. 2 deposits have still not been refunded. Heavenly Gourmet still has \$1000 and The Barges has not refunded \$420. The company that runs the barges has basically gone out of business, so ATM has most likely lost the money.
  - b. Next year's conference will be in San Antonio, Kelly will determine if she can secure a venue for April 20,30, May 1,2, 2021
  - c. Region 6 would like to re-sign Dr. Stu as the keynote speaker
  - d. How many CE's per person do we need to have available? 16-18.
15. Treasury Report
- a. Kelly Baumgartner offered the Treasurers Report. Discussion again about the PayPal administrative fees.
  - b. Some salaries are being paid through PayPal. Let's consolidate employee payment options into a bank check only.
16. SOAH Complaint Ruling
- a. Christy Martin led the discussion regarding the SOAH case regarding a newborn death from GBS. We all have some grave concerns about the statements of the prosecutors. She said that being GBS positive is a reason to transfer a client, that labor can't be induced at all, that full terms is the due date only (not the 37-42 week window). The board would very much like to see a complaint review board.

- b. Laurie will add this to the next Midwives Advisory Board meeting.
  - c. Nurses have their own JD's to defend them in complaint cases. [www.taana.org](http://www.taana.org)
  - d. Laurie and Brielle will request a meeting with Brian Francis and Karen Cox.
17. ATM Facebook
- a. Paula Davis discussed the ATM Facebook and Instagram page. Everyone please make comments on ATM's Instagram and Facebook
  - b. Jasmine Schumaker is doing the posts for us. Sarah Slette will come up with a short document that has guidelines for posting and she will also review each post before it is public. She will check for grammar and quality.
18. Complaint policy for answering the phone (Phone logs)
- a. Discussed what to do with the complaints that come in to the office phone. Paula Davis will write short guidelines document and David Carter Plake will figure out how to get this online.
19. Membership Drive – Benefits of membership sent to new midwives
- a. Paula Davis asked about the TDLR list of midwives - Laurie will add this to the Midwives Advisory Board meeting agenda. The list contains deceased midwives and midwives who have lost their licenses, but it doesn't say.
20. Staffing
- a. This was discussed under the Education agenda item.
  - b. We will begin collecting resumes for Office Manager Position
  - c. David Carter Plake is working on an employee handbook including evaluation process and disciplinary action.

## Action Items

1. Paula and Christy will go over the budget outside of this meeting with Claudine
2. Christy will confirm whether or not the march workshop was cancelled and let Kelly know.
3. Executive Committee will meet with Claudine on May 12 at 1:30pm via zoom.
4. Christy Martin and Kelli Beaty will investigate PayPal and Zelle regarding administrative fees.

5. Laurie and Brielle will schedule a meeting with Brian Francis regarding SOAH judgment and Laurie will add this issue to the MAB meeting agenda
6. Sarah Slette will come up with a short document that has guidelines for posting and she will also review each post before it is public.
7. Everyone comment on Facebook and Instagram posts
8. Paula Davis will write short guidelines document and David Carter Plake will figure out how to get this online.
9. Laurie will add TDLR list of midwives updating to next MAB agenda
10. Laurie will have a few people send in their resumes for the office manager position
11. David Carter Plake is working on an employee handbook including evaluation process and disciplinary action.
12. Laurie will send the minutes from the last Executive Board Meeting to the Executive Board.

## Next Meeting Dates

August 2, 2020 at Christy Martin's home in Dallas

November 1, 2020 via Zoom

Executive Board May 8, 2020 at 4pm.