

MIATSA Board Meeting

Meeting Minutes

3/19/19

Opening

The regular meeting of the MIATSA Board Meeting was called to order at 12:30 on 3/19/19 in Kentwood, MI by David Berghuis.

Present

David Berghuis, Ron Grooters, Jessica Hamp, Megan Peña, Toni Crocilla, Kris Pence, James Kissinger, John Ulrich

Non-board members: Tim Berghuis (Accountant), Marissa Smits (Administrative Assistant)

Absent: Tom Stewart

Approval of Agenda

The agenda was unanimously approved as distributed.

Open Issues

1. Validation of By-Laws
 - a. By-Laws disseminated by Board President to be discussed and approved
Motion to adopt listed By-Laws approved unanimously
2. Conflict of Interest Policy
 - a. Conflict of Interest policy adopted from IRS standards
Motion to adopt listed Conflict of Interest Policy approved unanimously
3. Update from Technical Communications Committee
 - a. Member prices were changed on the website to reflect National ATSA membership
 - i. Membership application will ask individuals to identify whether they are National ATSA members
 - b. Member directory
 - i. Regional designation added to member descriptions
 - ii. Andrew is inquiring about organizing directory alphabetically by region- inquiry in to plug-in developer
 - iii. If no software option is available, it may require manual organization- Toni

- c. Trainings and conferences already posted in Training tab- this will continue to be updated by Toni when details on trainings are sent to her
 - d. Zoom Technology functional for board meeting today- some connection issues but effective for meeting goals
 - e. Website essentially finalized, just waiting for bank information to begin membership registration
 - i. Membership registration can begin as soon as there is an official bank account
4. Written Communications Update - John
- a. Formatting Word documents to WordPress template will happen automatically on upload to website- send articles to Toni in document form
 - b. Letter to State Attorney General
 - i. Ann Snyder (National ATSA) approved letter based on national ATSA policy
 - ii. Letter will be endorsed by board members and posted to the website- James send final copy to Toni for upload
 - c. Tom will write review of YWCA breakfast for April article
 - d. John will approach Sharon Denniston about article on juvenile set-asides for May article
5. Training- Megan
- a. Training the trainers
 - i. STABLE 2007 and Acute 2007 trainings to be conducted on April 15 & 16
 - ii. James looking into who may come to the trainings and how many people may come
 - b. Conference
 - i. Alissa Ackerman not traveling at this time, only Geraldine Crisci available
 - ii. Conference details: October 18 at the Radisson, Geraldine Crisci on normative sexual development behaviors
Motion to confirm conference details unanimously approved
 - iii. CEU's
 - 1. Center for Forensic Psychiatry able to offer CMEs for psychiatrists and CEUs for psychologists
 - 2. Megan will coordinate with CFP and Geraldine Crisci to set up
 - 3. Ron to get CEUs for social workers through Wedgwood
 - iv. MDOC will be limited to 50 participants
6. Finance update- Ron & Tim Berghuis

- a. Non-profit status update
- b. Once the bank account information is set up, board members should be prepared to register on the website and pay fees to ensure functionality
7. Board of Directors Liability Insurance on hold until non-profit status is established
8. Ron will send 2018 meeting minutes to central office (office@atsa.com)
9. John will contact Tom sometime this week to discuss DHHS Storyboard

New Business

1. Website and primary Technical Communications Committee work should be completed before April

Agenda for Next Meeting

1. Finance update- Ron
 - a. Non-profit status
 - b. Bank account
2. DHHS Storyboard Project
3. Committee updates

Next Meeting on Tuesday, April 30 at 12:30pm

Adjournment

Meeting was adjourned at 1:30 by David Berghuis. The next general meeting will be at 12:30 on April 30, 2019, in Kentwood, MI (436 44th St.).

Minutes submitted by: Marissa Smits

Approved by: David Berghuis