

O&M DIVISION
EXECUTIVE COMMITTEE MEETING
MINUTES
5-24-18
8:00 – 9:45 PM EASTERN

1) **CALL TO ORDER**

2) **WELCOME**

a) **Attendance; Executive Committee Roll Call (Kathryn Botsford- Secretary):**

i) **Executive Board Roll Call:**

ii) **Officers:**

- (1) Justin Kaiser (Chair) ✓
- (2) Chris Tabb (Chair-Elect) ✓
- (3) Susan Langendonk (Past-Chair) ✓
- (4) Kathryn Botsford (Secretary) ✓
- (5) Susan Bradley (Treasurer) ✓

iii) **District Directors:**

- (1) Loana Mason (Dist 1) ✓
- (2) John McAllister (Dist 2) ✓
- (3) Maggie Winn (Dist 3) ✓
- (4) Lynnette McElwain (Dist 4) ✓
- (5) JoAnne Chalom (Dist 5) ✓
- (6) Anthony Nigro (Dist 6)

iv) **Guests:** No guests

b) **Parliamentarian:** JoAnne Chalom

c) **Approve the Agenda**

- i) **Motion:** John McAllister
- ii) **Second:** Kathryn Botsford
- iii) **Agenda Approved**

d) **Exec Committee Meeting Minutes from January 17th, 2018**

- i) **Motion:** Chris Tabb
- ii) **Second:** John McAllister
- iii) **Minutes Approved**

3) Consent Agenda:

- a) 2018-2020 O&M Executive Committee
- b) O&M Awards Committee
 - i) **Motion:** John McAllister
 - ii) **Second:** Chris Tabb
 - iii) **Consent Agenda Approved**

4) OLD BUSINESS:

- a) Ad Hoc Committee on Strategic Planning and Division Initiatives

Ad Hoc Committee on Strategic Planning will meet next week. Justin and the committee will decide on where the O&M Division wants to focus over the next few months. Justin will summarize what we have focused on with updates and will send out. Discussion about challenges with recruiting volunteers – in general terms, not specific to the O&M Division.

- b) Scope of Practice paper

Working committee is comprised of Justin Kaiser, Jenn Cmar, Dawn Anderson, and Sandy Rosen. Paper has been out for comment and final edits are happening now. Committee is also creating an executive summary to highlight all of the important parts of the paper that an administrator could use to get the important information about O&M. Justin's plan is to send a draft of the paper to the Executive Committee before sending out to for review before sending to membership for a vote. Justin would like to have the paper approved before the conference and be able to promote the paper at the 2018 AER International Conference. There was also discussion about submitting the paper to JVIB for publication: either the executive summary or an edited version of the full paper.

- c) O&M Division Scholarship

Blasch Scholarship – application and voting processes are complete. Committee still needs to be notified but winners were from UMass and Northern Illinois. The 2017 Scholarship committee received over 20 applicants. 2018 Candidates were good and winners were only a fraction of points away from each other. Susan tried to adhere to the timeline in the Policy and Procedures manual and thinks that the timeline may be problematic. She would like to go back and look at the time lines for previous years and would like to make adjustments and noted that there are still discrepancies between the Policy and Procedures manual and the division's paperwork (Judge's letter). In 2018 we had 9 applicants (there were 11 but 2 were from university programs that were not AER approved). Timeline – Application Forms went out February 1st, Applications were due March 15th, Judges votes were due May 21st. Susan will review and clean up any discrepancies in the timeline. Susan will continue to chair the Scholarship Committee.

- d) Policy and Procedure manual change

5) Nominees must be members of the Orientation and Mobility Division and a graduate of a university Orientation and Mobility program. Preferences will be given to those nominees who are active as practitioners, supervisors of Orientation and Mobility Specialists or faculty in a university program training future Orientation and Mobility Specialists

- i) **Motion:** JoAnne Chalom
- ii) **Second:** Loana Mason
- iii) **Policy and Procedure manual wording change approved**

5) **NEW BUSINESS:**

a) Treasurer Report

TRB Conference travel reimbursement checks have been sent out.

There were some delays due to deadlines and needing to locate acceptable receipts.

Discussion around improving participants understanding of processes: what types of receipts are acceptable and deadlines for submission. JoAnne recommended creating a document to share with future attendees that would include a submission deadline and list of what attendees need to submit for TRB reimbursement

b) AER 2018 Conference

Saturday has a block of 5 O&M Sessions grouped together. There was some general frustration about not having Division input in the conference planning.

Conference sessions are available on the AER website

Justin will be sending out information about the conference over the next few months.

- Division Table – please volunteer some time
- Division Meeting
- Awards Banquet
- Past-Chair Breakfast (not open, but a Division activity)

c) O&M Symposium collaboration

International O&M Online Symposium started by Cassandra “Kassy” Maloney in collaboration with TSBVI this past year. She will not be able to collaborate with TSBVI in 2019. She is offering to have organizations like AER and other regional O&M organizations so that they could promote the symposium and offer the link that organization would receive 50% of proceeds from any members who use the provided link.

d) O&M Association-Affiliate discussion

Justin is anticipating this will be a topic at the conference and business meeting.

Continuing discussion in O&M world about frustrations with AER and interest in creating an Independent O&M Association or making O&M an Affiliate Association linked to AER. Some changes, AER has taken on National Accreditation for Adult Rehabilitation organizations and the higher education organization. There is a question about, or discussion around, how much change would it take to make O&M an Affiliate within AER and not just a division. In general, members want to remain associated with AER, but O&M wants autonomy for budget decisions.

Background – AER’s Bylaws and Rules do not fit the structure of a large division. This has created challenges. As a recent example, this year O&M argued that any large division should have a representative on the AER conference committee with the rationale that we have a representative on the board so why shouldn’t we have representation on the conference planning committee. Board was unwilling to support that. If we couldn’t get that passed it does not seem likely that the board would support separation as an independent entity under the umbrella of AER.

6) **ADJOURN**

- i) **Motion:** Lynnette McElwain
- ii) **Second:** Chris Tabb
- iii) **Meeting Adjourned**

CONSENT AGENDA

**AER Orientation & Mobility Division Officers
for 2018-2020**

Chair: Christopher J. Tabb

Chair-elect: JoAnne Chalom

Past-chair: Justin Kaiser

Secretary: Jennifer Duncan

Treasurer: Anne Zanger

District 1: Loana K. Mason

District 2: John W. McAllister

District 3: Margaret K. Winn

District 4: Claudia Libis

District 5: Amanda Stolz

District 6: Valery Herring

Nominating and Elections Committee:

Brandon Cox

Kim Zebehazy

Mark Carter

Tina Smith

Kirstin Peahl

O&M Awards Committee

The Orientation and Mobility Division is pleased to announce the 2018 award recipients.

The Lawrence E. Blaha Memorial Award: Rod Kossick

The Sandy Kronick Distinguished Service Award: Chris Tabb

The Orientation and Mobility Citation of Excellence for Direct Service: Mary Ball-Swartzout

The presentation will be held at the AER International Conference in Reno, NV on Thursday July 26th.

O&M DIVISION
DISTRICT DIRECTORS and COMMITTEE CHAIRS

DISTRICT 1: *Loana Mason*

(Alaska, Alberta, Arizona, British Columbia, Colorado, Hawaii, New Mexico, California, Nevada, Idaho, Montana, Wyoming, Northwest Territories, Oregon, Utah, Washington, Yukon Territories.)

DISTRICT 2: *John McAllister*

(Arkansas, North Dakota, South Dakota, Iowa, Kansas, Louisiana, Manitoba, Missouri, Nebraska, Oklahoma, Saskatchewan, Texas.)

DISTRICT 3: *Maggie Winn*

(Illinois, Indiana, Michigan, Minnesota, Ontario and Wisconsin.)

DISTRICT 4: *Lynnette McElwain*

(Connecticut, Massachusetts, Maine, New Brunswick, Newfoundland, New Hampshire, New York, Nova Scotia, Prince Edward Island, Quebec, Rhode Island, Vermont)

DISTRICT 5: *JoAnne Chalom*

(Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Puerto Rico, Tennessee)

DISTRICT 6: *Anthony Nigro*

(Delaware, Maryland, New Jersey, Ohio, Pennsylvania, Virgin Islands, Virginia, West Virginia, Washington D.C.)

COMMITTEES

- I. Archives Committee (Chairperson – ***Rod Kossick***)
- II. Awards Committee (Chairperson – ***Gala Brooks*** Members: Past Chair ***Susan Langendonk, Nick Leon, Bruce Blasch, Justin Kaiser***)
- III. Communications / Media (Newsletter – ***vacant***; website – ***Chris Tabb***)
- IV. Environmental Access Committee (Chairperson – ***Janet Barlow***)
- V. Finance Committee (Chairperson – Treasurer- ***Susan Bradley***)
- VI. International Committee (Chairperson – ***Laura Bozeman***)
- VII. Membership Committee (Chairperson – ***vacant***)
- VIII. Nominating Committee (Chairperson – ***Meg Robertson, Erica Irkhe, Mary Ball-Swartout, Jennifer Braswell-Britinger, Mark Carter***)
- IX. Professional Issues Committee –
 - a. Chair - vacant
 - b. ***Dr. William Wiener***
 - c. ***Dr. William Penrod***
- X. Program Committee – 2018 IAER (Chris Tabb)
- XI. Scholarship Committee (Blasch) (Chairperson – ***Susan Langendonk***)