Attendance of 25 (11 members) at Baker College of Muskegon OTA Classroom

The meeting started with 30 minutes of networking and dinner, then:

1. Kathryn Potter, West Chapter MiOTA liaison, shared updates:
	1. 2016 new Executive Member appointments
	2. AOTA Spring Conference in Chicago and Rose Bowl fundraiser [(Rose Parade Info)](http://www.otaconline.org/index.php/2017-ot-centennial-rose-parade-float)
	3. Lansing Lobby Day= April 21, 2016 (Later discussed again by Jennifer Friesema)
	4. MiOTA 2016 Annual Conference to be held in GR October 6 & 7
2. Meeting scheduling discussed and agreed upon:
	1. Group agrees to meet quarterly.
	2. Group agrees to a regular pattern to set meeting dates; second day of the second week of the second month of the quarter. This pattern would set the 2016 meetings as follows: Spring= May 10, Summer= August 9, Fall= November 8. Maureen Myers cites conflict with November 8 and request the week prior for November 1.
	3. Group agrees to rotate host sites for the remainder of 2016. GVSU to host Spring meeting and GRCC to host Fall meeting. Summer meeting to be determined, but will be looking along southern lakeshore area preferably Holland.
3. Cindy Klinger discusses the annual conference and the importance of membership for advocacy with the state government and within our own Board of OT.
	1. Several nonmembers ask about fees and process to join.
4. Questions posed to MiOTA:
	1. Cynthia Grapczynski asked for more information about mental health advocacy through MiOTA and the potential for federal grant money spending on mental health clinics.
5. Steering Committee discussed and agreed upon:
	1. Group agrees to allow Kathryn Potter to remain as liaison/contact person for the remainder of 2016. The position will open up for election in 2017.
	2. Group agrees to elect a Steering Committee. Group agrees that SC members will also have a 1 year commitment with elections in 2017. 4 members of Steering Committee to represent 4 areas of the chapter. 2 GR representatives and 1 north lakeshore and 1 south lakeshore. Mark Thomson and Holly Grieves agreed to represent GR. Wayne Doyle agreed to represent the northern lakeshore area and Elsie Levandoski agreed to represent the southern lakeshore area.
6. Continuing Education areas of interest discussed:
	1. The following topics were suggested by the group: lymphedema techniques for OTAs, kinesiotaping, cognitive testing, vision, interactive metronomes, auditory discrimination, health literacy, telehealth, documentation (EBP and ICD-10).
	2. It was suggested that one meeting be devoted to Pain Management and Human Trafficking as these are likely to be specified by the MI Board of OT once CE requirements are officially identified.
	3. CE topics were not prioritized and resources not identified this date as originally planned. Because each meeting has host site and a representative, the resources may vary by site this first start-up year.
	4. Members were interested in coordinating and collaborating with the Southwest chapter to possibly “share” speakers in some way to provide uniform information and try to maximize the CE resources available.

Attendees of the meeting on 2/9/16 will be sent a PDU certificate from MiOTA via email.

Respectfully submitted, Katy