



**Oregon Society of Radiologic Technologists  
Board Meeting  
Saturday, January 21, 2023  
LBCC Health Campus w/ Zoom**

**Minutes/Notes**

- **Call to Order** 9:30 am
- **Introductions / attendance** – Those in attendance: Jennifer Clayton, Bart Pierce, Abbie Berman, Matt McLinden, Ashley Willner, Taylor Balfour\* (outgoing student board member), Amanda Olsen (incoming student board member), Bobbi Bailey, Paula Merino, Barb Smith (life member), Andrea Adamson, Ryan Jones (SLDP participant), Abby Sadowski (SLDP participant), Brooklynn Dowd (LBCC club president and OSRT Student Liason), Elisabeth McDowell\* (OIT club president and OSRT Student Liason), Don McDonnell\*, Ann Warden (life member). \*Attended via Zoom.

Attendees introduced themselves and gave a brief background on their professional experience and involvement with OSRT.

- **Recognition of motions carried since last meeting.** Abbie Berman recognized the following motions carried since the last BOD meeting:
  - Approval of minutes from October 2022 Board Meeting. Minutes are posted on the website.
- **President's Report.** Abbie reported that the initial venue search for the 2023 Mammography Meeting is underway although there isn't currently a committee chair or committee members (per Barb the president is automatically on all the committees). The new online cultural competency activity is going well. We have had around 80 sign up and Andrea is getting certificates out a couple of times a week. Discussions are underway to get a pre-CQR CE video package put together. Ryan & Abby were selected as the SLDP participants - the delegates are looking forward to going to the ASRT meeting in Vegas this year.
- **Senior Board Chair Report.** Jennifer addressed the students and new professionals at the meeting, exhorting them to keep coming and asking questions. She acknowledged that it takes time to get the hang of all the lingo and figure out how exactly everything works. She also expressed how proud she is of the work the board has been able to accomplish together in the last few years and how far they have come.
- **President-Elect Report.** Matt shared that he has encountered a lot of concern about CQR assessments/tests among the RT community. As a union steward for UFCW 555 he has been working to connect union members with OSRT - to share professional and legislative info. Matt is working out a proposal for getting union members into OSRT membership.

Bobbi brought up that the "legislative associate" member level is an option.

Bart shared that OSRT used to be heavily involved in union work. The two groups have similar missions: keep patients safe, keep techs educated, and protect jobs.

- **Financial Reports.** Andrea shared the financial reports for Q1-Q2. Net revenue for July through December was \$5469.76. We have \$23k in checking and exceeded revenue expectations for CE income although membership revenue is below budget. The scholarship fund is funded for the year and the investment account showed a gain last quarter (prior three quarters had losses). We are still waiting for the deposit money from Mt. Bachelor to be returned.

Jen asked about transferring money back to the savings account. Barb suggested having at least \$10k in checking. Bart recommended having extra cash in checking depending on what is planned for the Annual Meeting but stated that it's fine to move cash between the checking and saving accounts (no motion necessary).

- **Executive Administrator.** The planning calendar for 2023 needs to be finalized. Andrea has it drafted. Paula would like to move the SLDP voting to fall to include more students and to get the students to more board meetings. Paula shared some takeaways from the SLDP process last year. One issue was that ASRT doesn't want affiliates to announce winners until after ASRT has made their announcement. This significantly reduced the time available to vote for the student board member before the end of the year. The board discussed some of the other deadlines on the calendar. Andrea will send out the calendar draft for comment/approval.

The annual budget meeting needs to be scheduled. Abbie will send out a poll to set the date (February).

The remaining 2023-2024 board meetings will be set after the Annual Meeting once all the incoming board members can be polled.

Bobbi addressed the issue of location for upcoming Board Meetings. With Jen going off board, it was recommended to change venues to give her a break from hosting. Andrea will check to see if the Albany library has A/V capability for Zoom meetings. Matt mentioned a few other location options: Beaverton library, Masonic Temple. Rotating meetings around gives more people options for attending. The discussion will be tabled until the April meeting but LBCC will be off the table for the May meeting.

The May board training issue was revisited. A half-day training following the May board meeting was recommended. Bobbi and Jen recommended reaching out to the NOA – Nonprofit Oregon Association – for resources and possibly finding a speaker. There are also conferences put on by NOA. Abbie plans to put together a committee with Matt and Ashley to prepare resources and assign homework prior to the training. Andrea has made some board resources available on Google drive.

The 1-year anniversary of Andrea's Executive Admin contract is coming up. Abbie will send out an email to get feedback from the Board prior to an official review.

Matt made a motion to raise the Executive Admin rate by \$2/hr as a cost of living increase. The motion was seconded by Ashley. Motion passed (effective date will be Feb 1).

- **Student Action Committee.** Committee chair, Paula Merino, shared a debrief on the SLDP application/selection process last month. ASRT stuck to their dates and we had three readers for the selection process. However, OSRT winners' names couldn't be released right away. Abby & Ryan were asked for their feedback on the process. Both felt that the requirement to apply to both organizations wasn't well communicated. Paula agreed the committee should try to make the dual application requirement very clear to students. The board inquired whether an auto reply with ASRT enrollment instructions could be set up when receiving applications. For now the process is to manually respond to applicants with additional instructions. Specific feedback the committee had for ASRT:

1. Not enough time to select our student liaison once ASRT releases the names of selected students. Can they release names sooner or let us announce to our applicants sooner? It would be even better to hold the application process in November.

2. What is the purpose of the ASRT application? Students are selected by OSRT based on our own application so having to fill out both is confusing to the applicants and seems unnecessary.

Paula also debriefed on the student board position video application process. The videos went directly to Matt (de facto committee member). The Student Committee has debated whether to continue to do the video portion of the application. Taylor offered her opinion that the video is a good medium because the position requires good public speaking skills, although some students weren't sure what to talk about in their video. Amanda suggested that the video could be a little longer (5 min). She felt that although a video application is somewhat awkward, it does showcase students' abilities better than a written application.

The board addressed the issue of which jobs should be given to Amanda as the student board member. Amanda offered to build a position description during her year for future applicants. She also offered to put together a list of what topics students could include in their video application next year. Amanda is already working on the Skiagram. She has some content from board members and will reach out with additional content requests. Bobbi will review the content for marketing and membership. The goal is to get it out in early February.

Paula explained that the students will be in charge of several annual meeting activities, including a treasure hunt (scavenger hunt). The committee needs prize ideas for a mid-weekend prize and a grand prize at the end (e.g. weekend getaway). Paula asked if student action funds can be used for the prizes. To help raise money for the Scholarship fund, the students will be selling Smore kits, hot apple cider, packets of cocoa. RadTech clubs will be doing raffles: each school will get one basket to raffle off for their school's club. Cash may be needed for raffles or each club needs to have the tech for card payments. Barb shared that a tri-fold will be set up at the AM with board potions requirements, QR codes, and fundraiser notices (raffles, treasure hunt).

- **Legislative Committee.** Jen shared that the bid to get OBMI to re-address language allowing non ARRT certified technologies (LXMO) to operate fluoro during cath lab procedures was successful. OBMI will defer the proposed changes to a newly formed advisory committee. The legislative committee will continue to monitor the situation. The question of whether the committee should bring up the issue directly with hospitals was addressed. Since educators are not seen as unbiased by OBMI, there is a need to get other stakeholders to get involved and to speak up (e.g. C.Is, unions, etc.).

Jen gave an overview of the proposed HB 2996 which removes requirements for dental assistants to operate imaging equipment. She suggested drafting a letter of opposition (needs to go directly to the committee). A possible call to action may be warranted such as putting a letter on the website and encouraging techs to sign. This issue is relevant to both RTs and LXMOs. The next upcoming OBMI meeting is Jan 27. Jen will find out the agenda.

Other issues that have been causing concern are RTs being asked to operate equipment they haven't trained on, as well as "remote scanning" for MR, CT procedure - where a tech is called in to oversee a procedure over video (even from another state).

Bobbi noted that the tech aides discussion has been dropped - they can do anything not specifically called out by statute as requiring licensure. Barb asserted that the "positioning" language in the statute needs to be clarified. The issue of tech aides originally came about due to an OBMI lawsuit by a patient over an injury allegedly caused by a tech aide.

Jen is looking for someone to step in to chair the legislative committee. The position has lots of support within the community and is a lot of fun and a great way to learn.

- **Website Committee.** Matt has updated my-osrt.org with Annual Meeting information.
- **Membership/Marketing Committee.** Bobbi Bailey, committee chair, shared that several contacts were archived to reduce active contacts to well below 2000. We are renewing our contract with Wild Apricot this month. Bobbi raised the question of whether we should renew for 1 or 2 years. The committee is not

planning to do a transition to another membership database this year – no bandwidth. Matt believes WordPress might be an option - he would like to move away from the current platform (expensive and clunky). Other options are Member Planet and SquareSpace. Abbie suggested waiting until after his term as president is completed. Bobbi is also ready to move out of committee chair position.

- **Bylaws and Guidelines.** Abbie suggested a review of the match between the most recent Financial P&P and the guidelines.
- **Board Nominations Committee.** Nominations are needed for secretary/treasurer and president-elect. Abbie has a few leads for secretary/treasure (can be two separate positions - neither require committee experience). All nominees must attend the Saturday meeting. If more than two people are running for a particular office, they have to speak at the meeting.
- **Strategic Planning Committee.** Bobbi has posted the strategic plan on the website (my-osrt.org) and posted the mission statement on both websites. The plan, which was created in 2021, includes moving away from Wild Apricot.
- **Annual Meeting Planning Committee.** Bobbi and Jen gave an update on the Annual Meeting. The next step is to open registration (pricing is set) on Feb 1 (early bird) and Mar 1 (late). The committee needs to drum up door prizes (e.g. condo share). Bobbi asked that everyone reinforce the messaging that the limited registration was for financial reasons – too many unknowns, size of facility. On Feb 1, student pre-registration (only 5 from each school in addition to 5 students currently serving a role with OSRT) will be opened up. Jen will send the Google form draft to liasons to get feedback. Life members will be manually registered by Andrea (and invoiced for \$100 for food). Speakers may need to be registered (Abby will see which ones and send them to Andrea). Employers will be able to advertise positions for \$50 (slide and posting on tri-fold). Event space has a projector and audio speakers. Matt may pick up supplies that are needed. Jen asked for assistance from everyone to help regulate the flow of the meeting: board meeting, business meeting, nominations, voting (a lot to remember). She asked that everyone speak up if they see something is not being addressed properly. Barb gave a reminder that parking is limited and to encourage carpooling.
- Andrea will start reaching out to venues in Central Oregon for the 2024 annual meeting (second weekend in April as long as it's not Easter).
- **Mammography Committee.** Abbie reported that a committee chair and committee members are needed. She is moving forward to book a venue for October 7th.
- **New Business. None**
- **Adjournment.** Abbie Berman adjourned the meeting at 12:56 pm.

Upcoming meetings:

Pre-AM Board Meeting April 13, 2023  
Annual Meeting April 14-15, 2023