

## Nevada HOSA Board of Trustees Strategic Planning Meeting November 17, 2018 8 a.m. to 3 p.m. Schedule and Agenda

The Rio Las Vegas

Nevada HOSA Existing Strategic Priorities:

- Quality Programs
- Membership Development
- Corporate Partnerships & Sponsorships

### Schedule:

8 a.m. to 8:45 a.m.	Breakfast
9 a.m. to 11 a.m.	Board of Trustees Business Meeting
11 a.m. to 11:30	Introduction to Governance Training
11:30 a.m. to 12:15 p.m.	Lunch/Networking
12:15 p.m. to 1 p.m.	Governance Training
1 p.m. to 2 p.m.	State of the State and Sharing
2 p.m. to 3 p.m.	Strategic Planning & Priorities
3 p.m.	Adjournment

### Board of Trustees Meeting Agenda:

- I. Call to Order Dustin Hopfe
- II. Roll Call Shelly Kinnunen  
Roll call indicated that the following board members were present:  
Mike Oecshner, Executive Director  
Michelle Urrutia  
Jennifer Fisk  
Randi Hunewill  
Jeanine Hearn  
Dustin Hopfe, Chair  
Hilary Kohntopp, Past Chair  
Simran Shah, Secretary  
Shealyn Kelley, President

Roll call indicated that the following staff members were present:  
Shelly Kinnunen

- III. Approval of Minutes of June 19, 2018 Lola Shipp  
Decision:  
 Randi moved to accept the minutes, Hilary seconded to approve minutes from June 19, 2019. The motion was adopted.
- IV. State Officer Update Shealyn Kelley  
 Discussion:  
 State Officer team released sister chapter project to all chapters – Goal to enhance communication amongst the state, allow members and advisors to network prior to SLC  
 POW – Chapter Visits – New platform for scheduling, Wufoo form on NV HOSA website  
 September – Attended WLA and met with senators and legislators, advocated for Perkins and CTE, lots of enthusiasm, Team would like to thank the board for making WLA a priority for them because it is beneficial  
 Reaching out to seniors and postsecondary/collegiate to join alumni  
 Request a symposium at SLC to help members register as alumni (probably State Officer team will present), want to give a prize to those that register  
 State Officer Interview Process – Two issues to discuss: 1. Have a rubric for SO interview process (more objective, less preferential treatment) 2. Give individuals on the panel substantial information of what is expected of them during the process
- Randi – Why do the SO’s feel that members of the panel didn’t take being on the panel seriously? Shealyn stated that it was the student members and not the adults.
- Randi stated that there were extremely strong candidates for state officer positions, and the panel was highly qualified
  - Randi stated it was a difficult process given the highly qualified candidates
- Randi – SO request for chapter visit, would prefer another method to requesting chapter visits from chapters that are either not doing CTSOs or are not as active.
- Shealyn stated that they are reaching out to schools that do not have chapters to try to get in the door
- Mike – nominating and screening process – proud that our candidate/interview process is true to life, we provide real-life experiences in all aspects of Nevada HOSA – In real-life you won’t be given a rubric during an interview. Changing or restructuring the interview process will take away from that experience. (Feels it would put the interview and students in a box.)  
 Jeanine agreed – teaching is done with rubrics and the real world is nothing but the rubric  
 Jennifer and Hilary – give expectations and not necessarily a rubric  
 Dustin – a rubric puts the interviewer in a box – the test only tells us so much  
 Michelle – Sister chapters projects have turned into a job. The students were excited and now aren’t.  
 Randi – email messages can be tricky and interpreted differently, work on email verbiage. Michelle will continue with HOSA but a newer chapter will not respond well to harshly worded emails.  
 Hilary – mention sister chapters at the leadership rallies  
 Michelle – include a sample agenda for the Skype calls
- V. Nevada Department of Education Update Randi Hunewill  
 US presidential scholars – 5 submitted to US DOE as finalists, only 12 submitted this year in Nevada  
 NV teacher of the year recognized Thursday, CTE teacher from Advanced Technologies Academy Middle School Health Science Standards, Mike represented CTSOs, all teachers introduced themselves and all of them have HOSA at their school, Request working with middle schools to start HOSA  
 Completed LPN standards – Clinical Nursing added as a HOSA event for NV  
 Sarah Hartwich from SWCTA will run Clinical Nursing event at SLC this year

Program reviews in full swing, CCSD CTE office and new director has really stepped up CTSO requirement

- Need to be a member of CTSO and have membership roster printed
- Make sure implementing CTSOs into the classroom

Randi ensured the skills from Clinical Nursing part of LPN standards

Perkins 5 approved, changes coming up, CTSOs a part of that and the NVDOE will create a taskforce Taskforce with directors

Working to increase CTSO funding – doubled membership but funding has not caught up

Start using keywords – career pathway, leadership

Nevada ahead of most states with program standards

Nevada is the first state to request annual report from executive directors

LifeWorks – Overall brand for CTE (Dr. Burns is the contact in NV State CTE Office – email her, how can HOSA support LifeWorks, Ask Dr. Burns to speak at the next board meeting and present a symposium at SLC)

VI. Management Update

Mike Oechsner

Overall operations is a positive report to give

NV HOSA on year 10 (per Randi and Hilary this is year 11, 11<sup>th</sup> state conference)

Continuing to grow

As we grow, our operating budget is also growing, so the number of where we need to strive financially is going up as well

Proud to support SO Team to attend at WLA and ILC

Continuing to send weekly updates

Conferences have great participation

Symposiums a big priority – please share contacts and people you know to find symposiums

- Ask advisors to present
- Randi proposed to have the past chair work with Shelly to coordinate symposiums (take career pathways standards and align the symposiums to them) Hilary will work with Shelly this year to coordinate symposiums (Hilary will not serve as a lieutenant this year)
- Hilary – ideas include scholarships, using students to present
- Mike – if students that have won in past events want to present how to succeed in that event, we welcome that

Innovation – getting rid of hanging name badges and using a different name tag with magnetic backing, won't have to take them off during events or going on stage

Working with ad partners to put ads on our website to earn money, no cost to us

- Educational based ad
- Mike requests permission, board has granted permission

VII. Finance Update

Mike Oechsner

a. 2017-18 Budget to Actual

- i. Randi – Why are the partnerships/sponsorships blank? Mike – this has not always been our strongest areas
- ii. Randi – What is the \$3,900 bad debt (2020) Mike – Uncollectable fees
- iii. Michelle – Is there a way to hold postsecondary chapters accountable? (They don't have an advisor) Mike – we don't have a policy on this and we need to discuss it.

b. 2017-18 Balance Sheet (Statement of Financial Position)

c. Upcoming Audit

- i. Anticipate that HOSA will be audited next year.
- ii. Lola has done a great job reviewing items as secretary/treasurer

d. Chapters with Credit Balances



XII. Board Self Evaluation of Meeting

Mike Oechsner

XIII. Adjourn

Dustin Hopfe