

## Speech-Language-Hearing Association of Virginia (SHAV)



### SHAV Board Meeting Report

The meeting was held on June 14, 2023 via Zoom.

#### Members in Attendance:

Johanna Klein, *President*  
Alison King, *President-Elect*  
Donna Bryant, *Past President*  
Dorothy Gaspard-St. Cyn, *VP for Continuing Education (arrived at 6:46)*  
Kristin Koch, *VP for Audiology*  
Ronda Walker, *VP for Member Services*  
Kenzie VanDerwerker, *VP for Speech-Language Pathology*  
Madison Brumbaugh, *VP Government Affairs*  
Molly Howlett, *VP for Public Relations & Communication*  
Ashley Morgan, *Student Representative (arrived at 6:35)*  
Lauren Michaud, *Student Representative*  
Meredith Carr, *Interim Executive Director*  
Beth Johnson, *Secretary (arrived at 7:30)*

#### Members Not in Attendance:

Delaney Stone, *Student Representative*  
Diane Yenerall, *Craven Management (Financial report & Budget)*  
Deron Sferra, *Craven Management (Craven report)*  
David Bailey, *SHAV Lobbyist*  
Hannah King, *SHAV Lobbyist Intern*

Amie Boone, *STAR*  
Amber Handon, *SEAL*  
Sally Jones-McNamara, *StAMP*

#### CALL TO ORDER

The board meeting was convened at 6:33 p.m. by Johanna Klein. Kenzie VanDerwerker and Beth Johnson recorded meeting minutes. A quorum of directors was present, and the meeting, having been convened, was ready to proceed with business.

#### WELCOME

The Board welcomed new members. Introductions to Meredith Carr, the new executive director effective July 1, 2023, were made. Meredith Carr provided contact information, email - [Meredith@m-pcollective.com](mailto:Meredith@m-pcollective.com) and phone number - 785-230-0454.

Committees will arrange meetings with Ms. Carr. Ms. Carr will schedule a meeting with Diane Yenerall, Craven Management, to obtain access to historical documents including the charter, annual report filings, taxes, and insurance policies. Ms. Carr will collaborate with Molly

Howlett regarding the E-blast form. The Board will share the most recent membership survey and Ms. Carr will connect with Ronda Walker regarding the creation of a membership survey to gather input on current initiatives, programming and networking, and preferred days/times for in-person events and emails. Kristin Koch shared ideas for updating the survey to better understand the composition of the current membership. The conference committee will schedule a meeting with Ms. Carr at the beginning of July to discuss roles and responsibilities. Ms. Carr is available with the exception of the second Monday of every month from noon to 1:00 p.m. central time.

## **CONSENT AGENDA**

The Board voted to approve the January 2023 meeting minutes. Kenzie VanDerwerker moved to accept the meeting minutes with no changes. Donna Bryant seconded the motion and the Board approved the minutes.

## **STRATEGIC PLAN**

### **Membership:**

Meredith Carr will collaborate regarding a membership survey. Kenzie VanDerwerker shared that Ms. Carr will not support the CE credit process; therefore, SHAV will assume this responsibility. A group of three members is needed. Molly Howlett will serve as the lead for the AAA CE process. Alison King will serve as the lead for the ASHA CE process and Ronda Walker will provide support as well. Donna Bryant will explore the ASHA CE process and provide Alison King with this process information. Dorothy Gaspard-St. Cyn has contacted Melanie Dorn, [melaniejoydorn@email.gwu.edu](mailto:melaniejoydorn@email.gwu.edu), to serve on the CE group. Alison King will reach out to Katrina Miller and Kay Alley to serve on this group. SHAV will be unable to provide CE units after July 1, 2023.

The following individuals were not elected to the SHAV Board; Hannah Davis, Pinky Pradeep Khatri, and Dr. Linia Willis. Hannah Davis is interested in serving as a leader for the SHAV school-based services interest group. The Board will offer committee leadership opportunities to Pinky Pradeep Khatri and Dr. Linia Willis.

### **Advocacy and Communication:**

The StAMP, SEAL and STAR were not in attendance and the Board did not provide reports to share.

David Bailey was unable to attend the meeting as he is meeting with legislators and candidates to establish relationships. Madison Brumbaugh reported that David Bailey will be meeting with the Advocacy Committee. SHAV members should connect with candidates in their areas to establish a bipartisan connection with SHAV in support of bills. Madison Brumbaugh shared that she and David Bailey are considering monthly podcasts with SLPs, audiologists, and legislators to make the information more accessible for the membership. Donna Bryant suggested sharing a spreadsheet regarding candidates and location to share with the membership. Madison Brumbaugh will share and email with the Board with potential advocacy dates. David Bailey is interested in holding an advocacy day not on MLK day. Many groups advocate on MLK day and SHAV is considering a different day in January through March. Lauren Michaud shared that the

week before MLK day is better for students and would occur when the General Assembly is in session. She also suggested that a hybrid event works better for students. Madison Brumbaugh will collaborate with Ronda Walker to add a question related to potential advocacy days to the membership survey.

### **Advocacy Events:**

James Madison University reached out to Donna Bryant and Johanna Klien regarding a leadership survey. The email will be forwarded to other Board members. October Town Hall meetings will be virtual. Four events will occur during four weeks and will be held at varying times, middle of day and evening, to accommodate attendees. At least one Board member should be present at each of the Town Hall meetings. The three presidents will focus on logistics at an upcoming 3P meeting. Kristin Koch will focus on the Town Hall meeting specific to audiology. Dates need to be determined

SNAPS have encouraged SHAV SLP membership. SNAPS are more general and interest groups are more focused. Kristin Koch reported that the Town Hall and SNAPS are very similar for audiology. She suggested continuing with both to look for leadership interest.

Kenzie VanDerwerker shared that SNAPS need to be recurring. The Board will consider continuing to alternate SNAPS between speech and audiology by month or moving to holding an audiology SNAPS every third month. Kristin Koch shared that she will need assistance from the audiology membership. She will plan a meeting with active audiology members to assist with tasks.

The Board discussed the Prince George Toddler Fair. Kenzie VanDerwerker provided an overview. SHAV supports speech-language-hearing screenings and collaborates with graduate students to earn hours and experience. This year's date is to be determined. The Board supports continued involvement with the Prince George Toddler Fair. Kenzie VanDerwerker will collaborate with Toddler Fair organizers and will provide Donna Bryant with an update. Currently Prince George is the only county that accesses SHAV's assistance. In the future, SHAV may consider expanding assistance to other counties. SHAV may need to update processes based on new norms published by VDOE. The expense of protocols is a concern for universities. Kenzie VanDerwerker and Donna Bryant will collaborate on next steps regarding SHAV's role. Deborah Robkhe is a contact.

### **Advocacy Connection:**

Beth Johnson connected with a current senator candidate running for re-election. The Advocacy Toolkit is available on SHAV's website.

### **Organization:**

Madison Brumbaugh shared updates regarding Google Suite, which is free for nonprofit organizations. SHAV needs access to the web domain service to move forward. Johanna Klein will obtain this information. SHAV will be gaining full control of the website, SHAV.org, and the email address. The date is to be determined. Madison Brumbaugh will provide information to the three presidents who will review moving to G-Suite with Meredith Carr.

The P&P Review will be tabled. The goal is for the updates from SHAV groups and appendix edits to be ready for approval by the September board meeting.

**Diversity, Equity and Inclusion:**

No updates are available.

**BUDGET:**

David Bailey waived some fees from last year, but fees are proposed for this year \$1500/month (\$18,000 year). The Board may need to consider options and if a monthly payment schedule will be the plan moving forward. \$1800 from the PAC fund and \$5000 from the SHAV grant can be directed toward David Bailey's fee.

Craven Management provided actual budget numbers. SHAV is not in the red and did not need to transfer money from reserves, an improvement from previous years. The Conference Committee and conference exhibitors helped to get the budget on track. \$2000 from the CDF will be added to the budget. There are some discrepancies, which will hopefully be remedied by the new management company, Meredith Carr. Historically, SHAV received an annual report from the management company. A monthly report is needed for SHAV to track monthly payments. The cost for the new management company is \$24,000 annually with \$2000 payments made monthly. Getting a handle on the budget and obtaining missing information to develop the budget is a primary goal. The budget proposal will be ready for a vote by the September board meeting.

**COMMITTEE UPDATES:**

**Conference Committee:**

Johanna Klein shared that the contract with the hotel has been signed and is waiting on check from Craven Management to make the down payment. Donna Bryant shared the 2024 SHAV Conference dates; Thursday, March 21st and Friday, March 22nd. SHAV will have access to conference rooms in the afternoon on March 20th for special interest group meetings. SHAV will not be charged for the space as long as \$20,000 is spent on food. SHAV is planning on a four room track conference (instead of seven), which limits audiovisual needs and helps with the conference cost. Rooms have been reserved for Wednesday night and Thursday night, but not Friday night due to limited availability. There is no fee if SHAV does not use all rooms in a block. Reduced room rates are available for the Board. Complimentary rooms as well as the presidential suite are available. Dorothy Gaspard-St. Cyr shared the Core Conference Committee meeting discussion. There will be training for committee members on reviewing and approving papers with the goal of maintaining quality. The conference committee is working on a conference theme. The call for papers will go live on the website on June 27, 2023 and closes on September 15, 2023.

**Student Committee:**

Lauren Michaud shared that the transition meeting is scheduled for June 19, 2023. There is a 40-50% return rate of student committee members. The Board needs to consider areas for increased student involvement. Advocacy and the conference have been targets, but other areas

could benefit from student involvement. Including the student representatives in core committee meetings ensures that the student voice is considered and that information is communicated with students. The Student Board Report is available. Lauren Michaud summarized the key points from the student survey; more resources to share about SHAV and membership benefits, improve conference connections and the mentorship program (maybe a social), increase networking and advocacy opportunities, and connect with NSSLHA to incentivise SHAV membership. Board members should share ideas with the student representatives.

SHAV merchandise is still available. Delaney Stone will transition ownership to Lauren Michaud. \$130 of profits gained to date. Lauren Michaud will confirm if a PayPal account is needed to transfer the profits to SHAV.

Currently, the student representative must attend a Virginia school, but can be from out of state. SHAV may consider including DC students while the DC Board is inactive by providing GWU, Howard, UDC, and Gallaudet students with opportunities. The student representatives need to communicate with the DCSHA Board and the SHAV Board before moving forward with the invitation. Johanna Klein will contact the DCSHA Board president and copy Lauren Michaud and Ashley Morgan on her communication.

**Communications Committee:**

Kenzie VanDerwerker shared that SHAV-a-Gram edits must be made by June 20, 2023. Board members are collectively responsible and are encouraged to review the content and provide feedback quickly.

**CDF:**

No updates are available.

**CLARIFYING ACTION:**

- Update the [SHAV Events Schedule](#)
- P&P will be reviewed at the September board meeting
- The budget proposal will be ready for a vote at the September board meeting

**MEETING DATE**

The next Board meeting date is September 13, 2023 at 6:30 p.m. The meeting will be held virtually via Zoom.

**The meeting was adjourned at 8:26 p.m.** Molly Howlett motioned to adjourn and Dorothy Gaspard-St. Cyn seconded the motion.