



To: NADE Board of Directors  
From: Molly A Turnbull  
Date: March 1, 2023  
Subject: NADE Midyear Board Meeting Minutes  
Meeting via Microsoft Teams  
February 28 – March 1, 2023

NADE President, Jennifer Nottingham, called to order the NADE Midyear Board meeting at 9:30 am (CST) on February 28, 2023.

The following individuals were present: Jennifer Nottingham, Kate Miller, Marjorie Garcia, Julie Kujath, Molly Turnbull, Sara Winn, Ayanna Conley, Tonya Scott, Patricia Chaplin, Amber Barnes, Melissa Williamson, Michelle Wade, and Reagan Lederman.

**Recognition of Guests:**

Rebecca Corbett, Montana DDS Director (joined at 10:20 am)

**Acceptance of Proxies:**

There were no proxies presented.

**Review of Agenda/Additions/Deletions/Approval:**

Julie Kujath moved to accept, Tonya Scott seconded. Motion passed.

**Review of Minutes of Previous Meeting (New Board Meeting August 2022):**

Julie Kujath moved to waive the reading of the minutes, Melissa Williamson seconded.

**Opening Remarks By The President:**

Jennifer Nottingham reminded the board that Robert's Rules of Order would be utilized for the meeting. She asked the board to be respectful and mindful of others in its discourse. She thanked the board for their dedication, and for their service.

### **SSA Speaker Assignments:**

Tuesday, March 14, 2023:

10:00 am – 11:00 am (CST)

ODP, Steve Rollins and Ben Gurga – Kate Miller

Wednesday, March 15, 2023:

2:30 pm – 4:00 pm (CST)

Grace Kim and John Owen – Reagan Lederman

OIG – Jennifer Nottingham

\*Articles should be turned in to Jennifer Nottingham by March 24<sup>th</sup>.

### **Review of 2023 Midyear Reports:**

Reports were submitted to the board in advance of the meeting to be reviewed.

### **Executive Officer Reports:**

Marjorie Garcia motioned to waive the reading of the executive reports, Melissa Williamson seconded. Motion passed. There was no discussion.

### **Regional Directors Reports:**

Tonya Scott motioned to waive the reading of the regional director reports, Reagan Lederman seconded. Motion passed. There was no discussion.

### **Chairperson – Council of Chapter Presidents Report:**

Ayanna Conley motioned to waive the reading of the CCP report, Julie Kujath seconded. Motion passed. There was no discussion.

### **Appointed Directors Reports:**

Melissa Williamson motioned to waive the reading of the appointed director reports, Tonya Scott seconded. Motion passed. There was no discussion.

### **NADE Committee Reports:**

Melissa Williamson motioned to waive the reading of the NADE Committee reports, Julie Kujath seconded. Motion passed. There was no discussion.

## **Old Business:**

### **A. Award criteria, review, and acceptance**

Marjorie Garcia provided a summary of the findings from the Award Review Ad Hoc Committee. The committee set up and distributed a short survey to aid in determining why individuals have not been submitting nominations. The survey took approximately two minutes to fill out. Twenty-two responses were received. Recommendations could not be made due to the small sample size of the response. Answers received did not cluster around any particular items where a common recommendation could be made.

There was feedback indicating that nominations can be time-consuming to submit. Some individuals stated they would prefer to receive information earlier in the year, and receive reminders for nominations sooner.

There was a discussion addressing how to increase the number of nominations that are submitted.

- Encourage chapter presidents to seek out nominations.
- Simplify the nomination forms.
- Increase marketing for nominations. For example, distribute flyers or host a small presentation regarding nomination requirements.

No changes to the awards criteria were proposed at this time. Suggestions will be taken back to awards chair Jennifer Forde.

Award decisions must be submitted to Patricia Chaplin no later than 8 weeks prior to the 2023 NADE National Training Conference to allow for sufficient time for award shipment.

Julie Kujath motioned to accept awards criteria, Melissa Williamson seconded. Motion passed.

### **B. Recruitment updates by region**

In Montana, the chapter meets with all of the new employees within the first month of hire. 80% of new hires join NADE, including support staff and claim examiners. They have hosted activities such as a hockey game, bingo, and potlucks. Participants really enjoyed activities during the potluck.

In Oregon, the office is 90% remote. They meet with all new examiners. Membership dues are paid by the state as long as training hours are provided. They have “Medical Moments” for ongoing training throughout the year.

In Carson City, Nevada, they have newsletters and flyers to distribute information about NADE.

If another chapter is just getting started, invite them to attend your chapter’s meetings.

### **C. Update on Montana NADE NTC 2023 - Kate Miller**

Contract clarifications are being finalized with the hotel to make sure everyone can receive the best available rate. Registration rates are similar to Vermont; the hotel rate may be slightly cheaper. The conference committee is working on excursions and activities. A virtual option for the conference will be offered. They will work with people on travel plans. Alternatives to flying into Helena (expensive)

will be presented. There will be an early registration period. Michelle Wade offered to assist with speaker gifts.

## **New Business:**

### **A. Bid for NTC 2024**

Nevada is looking into this. The parent agency has approved, but SSA has some concerns about hosting the conference in Las Vegas. There is a potential for hosting the conference in the Tahoe area or Reno, Nevada.

Jennifer Nottingham presented the possibility of holding the Old Board Meeting virtually prior to the National Training Conference as a cost-savings method for hotel and food. The NADE Board agreed that this would be preferable to holding the meeting in-person.

Tonya Scott will confirm with the Constitution and Bylaws if there is any rule that would prevent holding the Old Board Meeting remotely.

### **B. NDPW Theme for 2023**

The theme voted on by the NDPW Committee was discussed by the NADE Board to review for approval. "Keep Your Head in the Game and Win One for the Disabled". Molly Turnbull made a motion to accept the theme. There was a discussion that followed regarding concerns with the theme as proposed.

Feedback from the board that was provided:

- The theme is lengthy
- It is similar to a Special Olympics theme
- The theme could be offensive to disabled individuals
- The theme should be more focused on the disability examiner since it is National Disability Professionals Week

Molly Turnbull withdrew her motion to accept the NDPW theme pending further discussion with the NDPW committee chair/committee.

\*see Addendum

### **C. IMAGEN Demos**

IMAGEN is currently at various utilization throughout the country. IMAGEN is required in Montana. Some examiners in Nevada are using it. Reagan Lederman is willing to provide an information session, possibly through NADE/local chapters.

### **D. Budget Update**

Julie Kujath, NADE Treasurer, provided the budget update.

### **E. Website streamlining and clean up**

An Ad Hoc committee was formed to clean-up of the website.

Chair: Sara Winn. Committee members: Michelle Wade, Marjorie Garcia, Jennifer Nottingham, Kate Miller. Reagan Lederman is willing to provide ideas.

## **F. Chapter Services Handbook Update**

There is outdated information in the handbook that needs to be revised. An Ad Hoc Committee was formed to assist Ayanna Conley in the revision.

Chair: Ayanna Conley. Committee members: Julie Kujath, Tonya Scott, Amber Barnes, Patricia Chaplin, Marjorie Garcia, and Jennifer Nottingham. Jennifer Nottingham will reach out to Terri Kluberantz for potential participation in the committee.

## **G. Vocational Policies**

Jennifer Nottingham proposed that it could be advantageous for NADE to make a definitive statement regarding its stance on vocational policies.

- Removing, streamlining, or simplifying TSA. It may be beneficial to consider more recent work for TSA.
- Reducing PRW from 15 to 7 years (or 10)
- Clarification regarding the definition of “significant numbers”
- Removal/amendment for college substituting for SVP skill level.

A discussion took place regarding these vocational topics. Reagan Lederman will work on getting membership input to consider a future position paper for NADE regarding vocational issues.

## **H. Mail Delays**

Marjorie Garcia stated that mail delays were occurring in Oregon, and they have established a grace period for people to respond to call-in letters. Kate Miller indicated that this is an issue that is a nationwide problem.

There was a discussion regarding other ways of communicating with claimants.

**Meeting was adjourned for the day.**

**Meeting was called to order at 9:30 am (CST) on March 1<sup>st</sup>, 2023.**

## **I. NADE Top Issues 2023**

A detailed discussion was held regarding the list of NADE’s top issues. The NADE Board reviewed each item and provided feedback/revisions. The new list will be available on the website.

## **Other Business:**

### **A. Speaker Assignments:**

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10:00 am – 11:00 am (CST)  
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OIG – Jennifer Nottingham

The SSA Speaker sessions will only be attended by the NADE Executive Board.

### **B. NADE Capital Hill plans (virtual appointments)**

Jennifer Nottingham will make phone calls to make appointments. She will work with Kate Miller and Reagan Lederman to coordinate dates/times for meetings.

### **C. Old Board Meeting – Remote**

Tonya Scott followed up from the New Business discussion on 02/28/23. She stated there was nothing in the Constitution and Bylaws that would indicate the Old Board Meeting could not be held remotely.

### **D. NADE Retirees Committee Report – Question**

Excerpt submitted from Terri Kluberantz in the NADE Retirees Committee Mid-Year Report:

“I would encourage the Board to see if a method can be devised for those individuals to somehow self-identify as a retiree so they can be included on the retiree membership count.”

There was a discussion regarding potential solutions to the issue. There will be additional consideration regarding this in the future. It was suggested that an update to the membership site may resolve the situation. Jennifer Nottingham and Reagan Lederman will investigate this further.

### **ACTION ITEMS:**

- 1) Jennifer Nottingham will plan an information session on submitting award nominations for members.**
- 2) Jennifer Nottingham/Reagan Lederman will create a flyer to encourage people to submit nominations.**
- 3) Jennifer Nottingham will discuss the NDPW theme with the NDPW chair/committee.**
- 4) An Ad Hoc committee will meet and explore streamlining/clean up of the NADE website.**

- 5) **Ayanna Conley will reach out to committee members to set-up an initial meeting to start the process of updating the Chapter Service handbook.**
- 6) **Reagan Lederman will reach out to chapters for feedback regarding vocational policies.**
- 7) **Jennifer Nottingham and Reagan Lederman will make phone calls to make Capitol Hill (virtual) appointments.**
- 8) **Jennifer Nottingham and Reagan Lederman will work on a position paper addressing elimination of the 24 month waiting period and the 2 year waiting period for Medicare.**

**Adjournment:**

NADE President Jennifer Nottingham adjourned the NADE Mid-Year Meeting at 12:15 pm (CST).

**Addendum:**

The NDPW Committee proposed the revised theme: “Staying in the game to win one for the DDS”. Melissa Williamson motioned to accept, Kate Miller seconded. The motion to accept the revised theme passed by email vote on 03/29/23.

Meeting Minutes Respectfully Submitted By: Molly Turnbull, NADE Secretary