



## Minutes

**GIFCT-US Board Meeting  
December 17, 2020  
4pm Eastern/3pm Central/2pm Mountain/1pm Pacific**

In Attendance:

Lois DaSilva-Knapton – President  
John Mieras - Vice President  
Brian Patterson- Executive Director  
Janette More – Treasurer & Sunbelt Region  
Les Triche – West Region  
Sharon Carder-Jackson – Mid American Region  
Martin Price – Northwest Region (joined at 4:45 pm)  
Steve Tracy - Northeast Region  
Jim Mishler – Midwest Region  
Mary Hestad - incoming Rep  
Gloria Cisse - incoming Rep.  
Sue Tomaszewski - Member -at - large  
Cesar Castaneda – Member- at -large  
Kim Olver – Member -at- large  
Nancy Herrick - WGI Rep.

Not in attendance:

Shruti Tekwani – Secretary  
Shana O’Boyle – Southeast Region  
Lauren Joyce - Student Chapter President  
Sandy Gates – Mountain States Region

Others: Public members - 0

1. Establish a Quorum: (12 voting members, quorum requires 7 to be present)
  - *established quorum*
2. Approve Minutes November 19, 2020 meeting (Action Item)
  - *motion to approve by Steve, second by Cesar, motion passes*
3. Ongoing:
  - a. Executive Director Update
    - *Brian reports that he will be presenting Lead Management to the Research Committee and Making Sense of It.*
  - b. WGI Updates / MO Meeting: Consultative Document (Nancy, Shruti, Janet, Kim):
    - *There was a WGI meeting on Dec. 3 regarding a Referendum and no one knew about it. The email allegedly went to Lois. There was a worldwide vote about membership options. The US did not vote at all. Kim said even if the US did vote,*

*it would not change the outcome. On Dec. 7, I did receive an email from Kim Olver stating, “The two Referendum items were passed by an overwhelming majority. This means that we will proceed with elections for 2021. WGI membership voted to transition from regional representation on the WGI board to Member Organization (MO) representation. This means that each MO will have a person democratically elected to serve on the WGI board.” The GIFCT Board asked Lois to ask Kim Olver to extend the vote so US could have a say. The U.S. does not need to vote in a representative as Shruti Tekwani will continue to represent the US on the WGI board for one more year.*

- c. WGI International Conference - Japan 2021 ?
  - *Conference is in Japan in July of 2022*
  - *February 2021, WGI is planning a virtual conference, stay tuned for more information*
- d. GIFCT-US Conference - July 7-10, 2021 St Louis, Missouri
  - *John reports that Embassy Suites in St. Louis is not communicating well with him; he started working with the Embassy Suites at the airport. John will report back with details*
- e. Treasurer's Report
  - *See report for details; this is not a long term solution*
- f. Student Chapter Representative report
  - *Lauren is not here to report, but Steve T. notes that the committee met on Dec. 9 ; Steve Tracy presented CT to the group. Steve noted that it was a well organized meeting. Lauren is sending out blogs and Cesar is reviewing them for accuracy so they can be posted on our website. Conversation about CT in college textbooks, is it in there? Nancy H. reports that Bob Wubbolding has edited content for 4 college textbooks. Board is wondering what Universities are using these textbooks. Nancy H. reports that Willa Casstevens teaches University with a text book that has CTRT in it.*
- g. Regional Updates (If Any)
  - *Nancy Herrick reports that the Southeast region has trainings occurring. Canada is training these people. She said her people are going to Canada because the US is not scheduling the necessary trainings. The Board was surprised to hear this and had a deep conversation regarding faculty training, who's responsible, paperwork being passed in, and the use of Faculty Program Consultants' role. John said he would contact Denise and try to figure out the data bases. Jim said there is random info in the data bases and they need some serious “mining”. In 2021 can the Board have a subcommittee for scheduling training? Who will champion this? Who will keep track? Can we post trainings now? What is the process or faculty training. What is the policy for training? A subcommittee of John, Sue, Steve, Les, and Lois will review the policies on faculty training, the process and the purpose, question the organization and scheduling of training, and review the mentoring system Kim and Nancy mention. Can the Board put an assertive effort on marketing our trainings?*

4. Old Business:

- a. Regional page / link/ websites?
  - *Denise did a mock webpage for the NE region; the NE will look at it and make comments. It is still the Board's vision that all regions have their own linked webpage to our GIFCT website.*
- b. Strategic Plan Committee Updates - *none*
- c. Online Basic Training update - *Nancy Herrick reported that she would not endorse Online BIT until we rewrote the RT section. Feedback was received and a rewrite will occur with a subcommittee of Lois, Mona, Nancy, and Sharon. After this rewrite, we will send it back to WGI for a final approval at their January meeting.*
- d. **Reinstate Affiliates** (Action Item) -*update John, Steve, Brian - no action yet,*
- e. PPM Policy Revision Committee- *has not met yet -John will lead this effort*
- f. Committee updates: Welcoming, fundraising, products, membership,updates? - *not addressed at this meeting*
- g. Centralizing data collection discussion - *needs more discussion*
- h. Practicum Supervisor Training update / participants ready? - *Board is wondering where we stand with Tanya and Leonard's Faculty training .Brian to send out email to slate instructors*
- i. Virtual Board Retreat: January 7, 2021 from 4-6 pm (Eastern Time) with Mark Germano; agenda topics? *please attend ; Jan will send of a zoom invite*

5. New Business:

- a. Faculty Zoom Call (Dec. 3) summary- *About 9 faculty attended; they were pleased with the online BIT; still need faculty to participate in the role playing for the BIT; please email Brian if you want to sign up.*
- b. Secretary position discussion (Action Item)- *Shruti has resigned from the GIFCT Board. Board will fill this position at our next meeting. Side note, Kim Olver has also resigned her member- at- large position on the Board.*
- c. President-Elect position vote (Action Item) - *Cesar made a motion to elect John Mieras as the president-elect. This was seconded by Les. Jan mentioned that John is not a member in good standing. He has not paid his dues for 2 years. Motion amended to say this motion can only go into effect if John pays his current dues plus his past dues. Motion passes with one abstention,*
- d. Vote of Confidence for Information Manager and Web Manager (Action Item)- *Steven made a motion and it was seconded by Marty for Denise Daub to continue on in her current paid position with the Board. Motion passes with one abstention.*
- e. *Motion made by John and seconded by Cesar that Jan continue working in her role as the Financial Manager . Motion passes*

**6. Action steps from prior meeting(s)**

- a. Every regional representative will ask their regions if they would be interested in having a page on the national website. We would also like to know what they would want on the website.
- b. Brian Patterson, Steve Tracy and John Mireas will work on a policy statement regarding the Affiliate program start up
- c. Brian will take charge of a system to welcome new members to our organization
- d. John M, Marty P. and Brian will work on the training process and the system; please refer to John M. write up regarding this.
- e. Policy Committee: Lois, Sharon, Cesar, Les, and Steve will review pertinent polices before the next meeting
- f. Brian will move forward with notifying the trainer for the next Practicum training based on the last application round when we canceled this training; we have 2 participants.

**7. Action steps from current meeting**

- 1. Jan to send email to Denise about adding incoming members to the listserv and deleting outgoing board members from the listserv.
- 2. Denise to send parting gifts to Shana and Jim for their service
- 3. Lois to look for MO referendum email and send out to US for vote
- 4. John will head up the policy / procedure committee with Steve, Les, Lois and Sharon.
- 5. Steve will take the minutes for the January meeting. John will take the minutes for the February meeting.
- 6. Lois will continue to revise the RT section of the OBT with Sharon and Mona
- 7. Jan will mail a letter to Instructors, looking for Practicum Supervisor instructors for our upcoming faculty training

8. Next Meeting: January 21, 2020 at 4pm Eastern/3pm Central/2pm Mountain/1pm Pacific

9. Parking Lot/Future Ideas:

- 1.

10. Motion to Adjourn



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Brian Patterson, Executive Director

Lois DaSilva-Knapton

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Lois Knapton, President

**Signature:** *Brian Patterson*

**Email:** bkpatterson0305@gmail.com

**Signature:**  Lois DaSilva-Knapton (Feb 24, 2021 13:55 EST)

**Email:** loisknapton100@gmail.com