



Missouri HOSA

January 20, 2014

TO: Missouri HOSA Advisors
FROM: Janice Rehak, DESE
DATE: Update from January 14 meeting

Please bear with this very long communication. I wanted to update you all on where we are with the management and leadership of Missouri HOSA.

January 14 meeting participants:

organization	contact last name	contact first name	email
Affton High School	Knox	Tim	tknox@affton.k12.mo.us
Blue Springs South HS	Balano	Pattie	pbalano@bssd.net
Columbia Area Career Center	Duemmel	Monica	mduemmel@columbia.k12.mo.us
Columbia Area Career Center	Roberson	Christine	CRoberso@columbia.k12.mo.us
Columbia Area Career Center	Horn	Bobby	bhorn@columbia.k12.mo.us
Jefferson College Fire/EMT	Scroggins	Amy	ascroggi@jeffco.edu
Jennings Senior High	Wibben	Sherry	sherrywibben@gmail.com
Kickapoo High School	Johnson	Marci	mjohnson@spsmail.org
Kickapoo High School	Jansen	Jami	jsjansen@spsmail.org
Nemo Area Health Ed Center	Kaminski	Anna	hosa@nemoahec.org
Pacific High School	Hartmann	Cathy	cathyhartmann@washington.k12.mo.us
Rolla Technical Center	Oldfather	Diane	doldfather@rolla.k12.mo.us
Sullivan HS	Kluesner	Carolyn	kluesnerc@eagles.K12.mo.us
Timberland High School	Aydelott	Meghan	meghanaydelott@wentzville.k12.mo.us
Warrenton High School	Ell	Sue	Sue.Ell@washington.k12.mo.us
Kearney High School	Lawrence	Michelle	lawrencem@kearney.k12.mo.us
Mid-Mo AHEC	Shiple	Jan	jshiple@rollanet.org
Mid-Mo AHEC	Roy	Jessica	jessica@maheclibrary.org

Background:

For the past several years, I have been working with the Director of Missouri HOSA and the Missouri Area Health Education Centers ([MAHEC](#)) to establish a sustainable management system for Missouri HOSA. Since HOSA has been a recognized Missouri Career and Technical Student Organization (CTSO), and actually before that recognition, Missouri HOSA has been directed by a classroom teacher. Since 2009 through the present, Missouri HOSA has grown from well-under 200 students to almost 1000. With the continued growth of the organization, it is clear that this is more than a one-person job. This growth is due primarily to the growth of Project Lead the Way (PLTW) Biomedical programs across the state. It is also due to many traditional health science programs changing from their current CTSO to HOSA. Additionally, in 2012, DESE, the MAHECs and the Missouri Foundation for Health (MFH) partnered on a grant to establish middle school HOSA chapters in the state. These chapters are affiliated with the regional MAHEC offices. Missouri HOSA is expected to continue to grow and it seems prudent to develop an organizational structure that can take Missouri HOSA into the future. Conversations have been taking place the last few years with DESE, MAHEC, MFH and the Missouri HOSA Advisor, in anticipation of organizational growth, to think through a different management schema.

During the fall, 2013, I convened a group of stakeholders to discuss the future of Missouri HOSA. I needed to begin somewhere, quickly, and identifying a small group of people to get things rolling seemed to be expedient. The group determined that a viable structure for Missouri HOSA would include two branches. The first would be an Executive Council to manage the day-to-day operations. Second, a state-wide Advisory Council that includes business and industry will keep the organization focused on current and projected trends in health care. A DESE-appointed staff person will be an ad-hoc member of the Executive Council, but not the State Advisor or State Director.

Those present at the fall 2013 meeting were:

Meghan Aydelott, PLTW teacher, Wentzville; Pattie Balano, PLTW Teacher, Blue Springs; Lynne Bergman, Health Science Education, Rolla; Shearon Holmes, Director, East Central MAHEC; Anna Kaminski, Director, NE MO AHEC; Rebecca Wimer-Pisano, Assistant Director, Columbia Area Career Center; Leslie Quint, Health Science Education teacher, Washington, & current Missouri HOSA Director; Christine Roberson, Health Sciences Education Teacher, Columbia; Jan Shipley, Director, Mid-MO AHEC; Jessica Roy, Health Career Coordinator, Mid-MO AHEC; Janice Rehak, Coordinator, DESE.

Meghan Aydelott, Pattie Balano, and Lynne Bergman volunteered to join Leslie Quint, current Director, to assist as an interim Executive Council through July, 2014, during which time a permanent council would be voted on by Missouri HOSA advisors. During the course of this meeting, (notes from this meeting are available on the DESE website) several ideas were discussed.

Major ideas discussed during this meeting include:

- Establish a State Leadership Conference for HOSA chapter officers only to be held in early September of each year
- Hold regional Leadership Conferences for all HOSA members sometime during HOSA month (November). The chapter officers will learn how to conduct such a conference at their September meeting.
- Look at membership across the state to determine districts/regions
- Set up an advisor training in July, 2014—attached to MOACTE Conference

- Review finances of Missouri HOSA, establish financial goals, make all financial transactions transparent
- Develop by-laws for the Missouri HOSA to be voted on by advisors during July meeting; make draft by-laws available during state conference in March
- Establish a Missouri HOSA website
- Schedule a meeting immediately after first of year to discuss ideas with Missouri HOSA advisors

Meeting Notes January 14, 2014:

1. By-Laws: thoughts

Article V

- Affiliation deadline of December 1 is a firm deadline
- Student dues:
 - All students must be registered by November 1 of each year. Students newly enrolled in a health-related course after January 1 must be registered by January 31. Newly enrolled includes only students who have not taken a health-related course, with the exception of the general health required for graduation, may enroll after November 1.
 - Students registered after January 31 will not be eligible for the state or national conferences.

Article III

- Regions
 - Janice Rehak will submit to the Interim Executive Council, a Missouri map showing where HOSA chapters are located and the number of students enrolled.
 - Janice Rehak will also develop a Missouri map showing nonHOSA health-related programs
 - Regions may be similar to the MAHEC regions.
- Advisory Council
 - Add a MAHEC representative to the council
- PLEASE SHARE YOUR THOUGHTS ON THIS DOCUMENT.

2. Financial Info

- 2012-13 and 2013-14 beginning balance statements were distributed.
- Financial plan was distributed—the thought is to try to have \$25000 in bank by 2017 for
 - Scholarships to national conference
 - Academic scholarships to students
 - Other expenses
 - We don't want too much money, but enough to cover expenses and to give back to students/teachers
- Plan to have all financial statements online and available for viewing
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3. All meeting notes will be put online—initially on [DESE Health Science](#) webpage and eventually on HOSA website.

4. Develop State Officers Application for High School and Post Secondary

- Application

- Contract
 - Essay
 - Photo release
 - If nominated, student can post a video if not attending state conference
5. Anna Kaminski will work on establishing a website for Missouri HOSA using DreamHost—a free website. Janice Rehak and Leslie Quint will get her the needed nonprofit information so she can get started.
6. How do people start a Missouri HOSA chapter?
- Clarification email on registering for the state conference was sent out in early January by Leslie Quint
 - Meghan Aydelott will share her Power Point on how to start a chapter
 - Janice Rehak will check National HOSA website for directions on starting a chapter
 - Janice Rehak will contact National HOSA about the State Advisors Meeting (SAMs) that takes place each September in Washington DC. This is a full-week meeting; we will request that the Missouri HOSA Executive Council be invited to attend as a group and then the Chair and new members will attend thereafter or as needed.
 - Janice Rehak will have a conversation with Nancy Allen, National HOSA, during the National Council of Health Science Educators meeting in January about:
 - Pros-Cons-Cautions about proposed Missouri HOSA structure
 - Request that National HOSA cap the dues per schools—similar to Nation TSA
 - Identify what National HOSA is giving to students—what tangible return on investment is available?
7. July Meeting
- Monday, July 21, 2014 on Ozark Technical College (OTC) campus (specifics to be determined). 9:00-3:00 time frame with lunch on your own. Advisors must be present to vote. Nancy Allen, National HOSA will facilitate meeting. Tentative agenda will be forthcoming and on the DESE Health Sciences webpage and the new Missouri HOSA webpage once that is available. Submit agenda items to Janice.rehak@dese.mo.gov or the Interim Executive Council chair meghanaydelott@wentzville.k12.mo.us .
8. Just an FYI: Missouri S&T is a partner of Missouri HOSA. They have generously offered to provide space, free of charge, for our state conference beginning in 2015. They will also provide the space for our fall state officers' leadership conference, and other meetings that may come up. Sound systems, projectors, wifi are all provided. They do have an excellent food service program, with several options, so meals can also be provided at their cost.
9. Leslie Quint announced during this meeting that she will need to step down as of March 31, 2014. She is dedicated to a smooth transition and will continue to manage the state conference this year; will be sure the interim Executive Council is well-informed about state and national conference, and will continue to be involved in Missouri HOSA. New job responsibilities and the burden to her district, not to mention all the other issues that come up, are contributing factors.

Additional note—not part of the meeting:

It has come to my attention that several district advisors did not know about the January 14 meeting and are very disappointed at the lack of communication. Clearly, that communication came from my office, and I take full responsibility. One very huge issue with Missouri HOSA is to be sure we have an up-to-date listing of all our chapters and chapter advisors. I thought we did have that when I used the advisor information I received from National HOSA in October. Unfortunately, some schools registered after the running of that report and I didn't know. I feel badly about that.

One thing I really do hope we can achieve is a culture within Missouri HOSA that encourages all advisors to speak up, call out and provide suggestions to improve practices that aren't working or need to be updated, and is open, honest and supports distributed leadership. We've all been affiliated with organizations that feel like a private club with an inner circle running the show. I know, right now, that's how Missouri HOSA may be feeling to some of you. My intent, (and if you don't agree please tell me and I'll switch things up!), is to have very open meetings and records; give everyone a voice, and create an atmosphere where everyone feels it's their obligation to contribute in some way to the state organization. There are plenty of areas that will need your expertise and leadership.

I do need your help: please look over the list of folks I emailed this information to. Who is missing?

Janice