**RFESIG Executive Committee**

**Agenda**

**Date: September 9, 2022**

**Time Zone: 3:00 pm CT**

**Location: Zoom Meeting**

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| **Time** | **Topic** | **Purpose** | **Proponent(s)** |
| 3:00 pm | Introductions & Roles* Darren Calley Chair
* Christina Gomez Vice Chair
* Kristel Maes Secretary/Treasurer
* David Nolan Membership Secretary
* Laura Zajac-Cox Nominating Committee Chair
* Casey Unverzagt Nominating Committee
* Kris Neelon Communications Committee Chair
* Eric Monsch & Ryan Pontiff Program Committee Chairs
* Raine Osborne Scholarly Research Committee Chair
 | Introduction | All |
| 3:10 pm | Officer Reports* Chair – Darren Calley
	+ Review of SIG Objectives: support all res-fel members regardless of specialty areas
	+ Education Academy Updates
	+ Pediatric SIG Quality Standards document concerns: definition of program completion and retention rate in Quality standard 5.7
* Vice Chair – Christina Gomez
	+ Newsletters
* Membership Secretary – David Nolan
	+ 365 members
* Treasurer Secretary – Kristel Maes: no update
 | Update & Discussion | Officers |
| 3:20 pm  | Committee Reports* Nominating Committee – Laura Zajac. Nomination deadline Dec 1st. Unsure which position is up for re-election.
* Program Committee – Eric Monsch/Ryan Pontiff

Any needs for ELC, let Ryan know.* monsch@musc.edu; ryanpontiff@gmail.com
* Scholarly/Research – Raine Osborne raine.osborne@brooksrehab.org
 | Update | Committee Chairs |
| 3:30 pm  | Upcoming meetings* Executive Committee Meeting pattern: 2nd Friday of Jan, March, May, July, Sept, Nov @ 3:00 pm CT
* ELC Oct 28-30, 2022; RFESIG to meet Friday, Oct 28 5:30-7:00 pm
* CSM Feb 22-25, 2023; RFESIG to meet when?
 | Discussion | Darren |
|  |  |  |  |
| **Initiatives** |
| * Agenda/plan for CSM: will discuss at next meeting
* Think Tank: utilization of resources, any data available? No link from ABPTRFE website to promote our resources. F/U with Kendra/Linda after a review of the content. Does the name of this resource connect with the resource it offers? How does the content complement what ABPTRFE offers? Review of current content needed.
* Mentoring Program – Updates: survey 11 mentors on their expertise and identify mentors by expertise versus matching one-on-one
* New Business: none
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| **Action Items** |
| ALL: brainstorm ideas for direction of Think Tank and bring to next meetingALL: Review tentative ELC agenda to be sent out by DarrenALL: brainstorm ideas to promote SIG and collaboration with ABPTRFE and bring to next meeting |
| **Upcoming Dates** |
| **Next Meeting: ELC October 28, 2022, 5:30-7 pm CT****Next Executive Committee Meeting: November 1**1**, 2022, 3:00 pm CT** |
| **Attendance** |
| Darren Calley | x | Kristel Maes | x | Laura Zajac-Cox | x |
| Christina Gomez | NA | David Nolan | x | Casey Unverzagt | x |
| Kris Neelon | NA | Eric Monsch | NA | Ryan Pontiff | x |
| Raine Osborne | NA |  |  |  |  |

X = Attending; NA = Not Attending