



## 2023 ANNUAL BUSINESS MEETING REPORTS

November 29, 2022 7-8pm Eastern

### Agenda

1. 7:00pm: Call to Order and Welcome
2. 7:05-7:30pm: Board Reports
  - A. President: Linda Redhead
  - B. Vice President: Kara Reiser
  - C. Immediate Past President: Dawn Worsley
  - D. Secretary: Charles de Vilmorin
  - E. Treasurer: Tom Trexler
3. 7:30-7:45pm: Strategic Priorities
  - A. Overview
  - B. Standardized MEPAP
  - C. Licensed Instructor Model
  - D. Professional Networks
4. 7:45-8pm: Q & A

#### A. President Report: Linda Redhead, ACC

Dear Esteemed NCCAP Certified Activity Professionals,

I extend a warm welcome and sincere gratitude to each of you for your steadfast dedication to enhancing the lives of our residents and older adults through enriching activities across the spectrum of long-term care.

I am Linda Redhead, honored to stand before you as the President of NCCAP, and I appreciate this opportunity to address our esteemed community.

As many of you are aware, NCCAP traces its roots back to the National Association for Activity Professionals, an organization that recognized the need for a certifying body.

From those humble beginnings, NCCAP certification has evolved into the pinnacle credential, uniquely equipping individuals to excel in activities programming and leadership within activity departments.

Our success is a collective achievement driven by the hard work of dedicated professionals. Today, I want to express our gratitude to key contributors who have played pivotal roles in our journey.

First and foremost, I commend Peter Illig, our CEO for the past seven years, who has not only led with dedication but has also successfully executed NCCAP's strategic plan.



## National Certification Council for Activity Professionals

*Enriching Lives Through Person-Centered Engagement*

3015 Upton Drive, Suite 103, Kensington, MD 20895 USA | (757) 552-0653 | [info@nccap.org](mailto:info@nccap.org)

Peter's visionary leadership and contributions have been instrumental in positioning NCCAP to navigate the evolving landscape of the long-term care sector.

Peter's engagement with healthcare industry leaders has yielded valuable insights, allowing NCCAP to adapt and thrive. I extend our heartfelt appreciation to him for his tireless commitment and wish him the best on his future endeavors.

Building on this foundation, our Executive Board and I are delighted to continue collaborations with esteemed organizations such as Leaders Engaged on Alzheimer's Disease, Advancing Excellence, and the Moving Forward Coalition. These partnerships are instrumental in propelling us toward a future filled with optimism and hope.

I want to express my gratitude to the Executive Board for their unwavering commitment to our mission. We pledge to lead NCCAP with the same passion, dedication, and vision that you have come to expect.

A special acknowledgment is reserved for the National Association of Activity Professionals. Together, I am optimistic about the positive impacts we can collectively bring to the Activity Profession. I commend Alisa Tagg, the Associate Director, who now represents both NCCAP; NAAP at the Moving Forward: Nursing Home Quality Coalition. This collaborative effort underscores our shared goal of further validating the activities profession.

I firmly believe that NCCAP certification remains the gold standard, offering the highest quality credential for those engaged in activities programming and leading activity departments. Our commitment to excellence is fortified through ongoing consultation with our Clinical and Curriculum Advisory Board, composed of esteemed geriatricians, researchers, academics, and industry experts. We are proud to introduce standardized curriculums not only for Activity Professional Certifications but also for Activity Director Certifications and Engagement Certifications, including Validation Therapy.

In light of recent developments, our thoughts are with Naomi Feil, a pioneer in the field of Validation, who is currently unwell. We extend our gratitude for her invaluable contributions to our profession.

I am deeply committed to fostering diversity, equity, and inclusion within our profession. Recognizing that the majority of caregivers, especially in activity departments, are predominantly females and minorities, we are dedicated to amplifying their voices. NCCAP certification empowers these individuals with the knowledge and skills needed to be effective advocates and champions for our residents and our profession.

In conclusion, I want to express my deepest gratitude to all NCCAP certified activity professionals. Your dedicated service, commitment to vulnerable older adults, and resilience in navigating challenges, in light of covid, are commendable. Your continued support and belief in NCCAP are indispensable as we collectively strive for excellence.

I am optimistic about the future of NCCAP. The dedication of our team, coupled with our unwavering commitment to our mission, positions us for continued success. Thank you for your steadfast support and commitment to our shared mission.



B. Vice President Report: Kara Reiser, ACC

I am honored to serve NCCAP as Vice President. I hope to continue to assist and support NCCAP as a resource for ideas and information through our monthly newsletter, articles and talks on Facebook for all activity professionals to ensure quality of care for those we serve.

The contributions I make to NCCAP is primarily through renewal calls, to re-certify activity professionals. Each month I speak with hundreds of our colleagues who are certified professionals to assist with their renewals. From these calls I have learned that the number one reason our Certified Professionals are not renewing is because they are choosing to retire, and simply aging out of the profession. Through all this, I have heard many Activity Professionals wish to express their appreciation and support from NCCAP these past many years.

Certification numbers to report:

- In 2022 we had **359** credentialed professionals not renew their certification.
- As we enter into the 4<sup>th</sup> quarter of 2023, we have already had **463** not review their certification. NCCAP has been tracking this trend since 2018.
- Over the last 5 years, in total **1,601** professionals have not renewed their certification.

Despite these challenges, I am happy to report the following numbers on NCCAP certification: In fact we have seen a positive increase in our certification and believe this is directly due to the adjustments made to our Certification Standards.

- In 2022 we had **509** new Activity Professional Certified.
- As we enter into the 4<sup>th</sup> quarter of 2023, we have **411** Activity Professional Certified.

Following are the total certification numbers for NCCAP:

- At the end of 2020 = 4409, 2021 = 4715 and 2022, we had a total of **4,993** credentialed professionals
- As we enter the 4<sup>th</sup> quarter of 2023, we have **5,290**. Onward and UP-ward!

We are happy to acknowledge the top 5 states with the highest rates of NCCAP certification: NJ: 554, PA: 507, OH: 504, FL: 478, and MD: 261

For last Year: the highest approved instructor is Debbie Hommel; The highest licensed instructor is Lori Presser. Thank you for your hard work!

In addition, I also assist NCCAP by attending various Organizational meetings via Zoom – specifically The LEAD Coalition- Leaders Engaged on Alzheimer's Disease. The LEAD Coalition enhances progress in care and support to enrich the quality of life of those with dementia and their caregivers, for detection and diagnosis, and research leading to prevention, effective treatment, and cures.

I hope to continue to support NCCAP through their endeavors for Activity Professionals.  
Thank you!



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- C. Immediate Past President Report: Dawn Worsley, ACC
- D. Secretary Report: Charles de Vilmorin, CEO, Linked Senior
- E. Treasurer Report: Thomas Trexler, CPA, CEO Corporate Finance Institute

F. Questions & Answers  
Addendum: 2022 IRS 990 (Page 1)

EXTENDED TO NOVEMBER 15, 2023

**Form 990** **Return of Organization Exempt From Income Tax** OMB No. 1545-0047  
**2022**

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)  
 Do not enter social security numbers on this form as it may be made public.  
 Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

Department of the Treasury  
Internal Revenue Service

**A For the 2022 calendar year, or tax year beginning and ending**

**B** Check if applicable:  
 Address change  
 Name change  
 Initial return  
 Final return/terminated  
 Amended return  
 Application pending

**C** Name of organization  
**NATIONAL CERTIFICATION COUNCIL FOR ACTIVITY PROFESSIONALS**  
 Doing business as  
 Number and street (or P.O. box if mail is not delivered to street address) Room/suite  
**3015 UPTON DRIVE 103**  
 City or town, state or province, country, and ZIP or foreign postal code  
**KENSINGTON, MD 20895**

**D** Employer identification number  
**36-3479935**

**E** Telephone number  
**(757) 552-0653**

**F** Name and address of principal officer: **LINDA REDHEAD**  
**3 SUTTON PARK ROAD, POUGHKEEPSIE, NY 12603**

**G** Gross receipts \$ **640,880.**

**H(a)** Is this a group return for subordinates?  Yes  No  
**H(b)** Are all subordinates included?  Yes  No  
 If "No," attach a list. See instructions  
**H(c)** Group exemption number

**I** Tax-exempt status:  501(c)(3)  501(c)(6) (insert no.  4947(a)(1) or  527

**J** Website: **NCCAP.ORG**

**K** Form of organization:  Corporation  Trust  Association  Other **L** Year of formation: **1989** **M** State of legal domicile: **VA**

**Part I Summary**

Activities & Governance		Revenue		Expenses		Net Assets or Fund Balances	
<b>1</b> Briefly describe the organization's mission or most significant activities: <b>SET STANDARDS AND GIVE CREDENTIALS FOR ACTIVITY PROFESSIONALS</b>							
<b>2</b> Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.							
<b>3</b> Number of voting members of the governing body (Part VI, line 1a)	<b>3</b>						
<b>4</b> Number of independent voting members of the governing body (Part VI, line 1b)	<b>4</b>						
<b>5</b> Total number of individuals employed in calendar year 2022 (Part V, line 2a)	<b>5</b>						
<b>6</b> Total number of volunteers (estimate if necessary)	<b>6</b>						
<b>7a</b> Total unrelated business revenue from Part VIII, column (C), line 12	<b>7a</b>						
<b>b</b> Net unrelated business taxable income from Form 990-T, Part I, line 11	<b>7b</b>						
		<b>Prior Year</b>	<b>Current Year</b>				
<b>8</b> Contributions and grants (Part VIII, line 1h)		235,119.	161,138.				
<b>9</b> Program service revenue (Part VIII, line 2g)		149,712.	447,049.				
<b>10</b> Investment income (Part VIII, column (A), lines 3, 4, and 7d)		91,807.	21,316.				
<b>11</b> Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		15,730.	0.				
<b>12</b> Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)		492,368.	629,503.				
<b>13</b> Grants and similar amounts paid (Part IX, column (A), lines 1-3)		5,300.	0.				
<b>14</b> Benefits paid to or for members (Part IX, column (A), line 4)		0.	0.				
<b>15</b> Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		325,914.	236,784.				
<b>16a</b> Professional fundraising fees (Part IX, column (A), line 11e)		0.	0.				
<b>b</b> Total fundraising expenses (Part IX, column (D), line 25)	<b>0.</b>						
<b>17</b> Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)		147,772.	462,839.				
<b>18</b> Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)		478,986.	699,623.				
<b>19</b> Revenue less expenses. Subtract line 18 from line 12		13,382.	-70,120.				
		<b>Beginning of Current Year</b>	<b>End of Year</b>				
<b>20</b> Total assets (Part X, line 16)		685,378.	523,070.				
<b>21</b> Total liabilities (Part X, line 26)		154,186.	181,149.				
<b>22</b> Net assets or fund balances. Subtract line 21 from line 20		531,192.	341,921.				

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

**Sign Here** Signature of officer: **LINDA REDHEAD, PRESIDENT** Date: \_\_\_\_\_

**Paid Preparer Use Only** Print/Type preparer's name: **KATHLEEN M. FLAHERTY** Preparer's signature: \_\_\_\_\_ Date: \_\_\_\_\_ Check if self-employed:  PTIN: **P00969957**  
 Firm's name: **MATTHEWS, CARTER & BOYCE** Firm's EIN: **54-1487262**  
 Firm's address: **12500 FAIR LAKES CIRCLE, SUITE 260 FAIRFAX, VA 22033** Phone no.: **703-218-3600**

May the IRS discuss this return with the preparer shown above? See instructions  Yes  No

232001 12-13-22 LHA For Paperwork Reduction Act Notice, see the separate instructions. Form **990** (2022)

QUESTIONS: