



National Certification Council for Activity Professionals
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**NCCAP Annual Meeting
June 9, 2017
Buffalo, NY**

Welcome to the National Certification Council for Activity Professionals 31st Annual Meeting.

1. Welcome/Introductions

- A. (8:06am) Dawn Worsley, NCCAP President, welcomed the group
- B. Bryan Rife showed a video for the membership "I Was Here"
- C. A motion was made by Kathy Hughes to accept the Minutes for the 2016 Annual meeting; Second by Jenna Sweet; All in favor motion carried

2. Board Reports

- A. President's Report. Dawn Worsley, President
 - Dawn reviewed the restructuring process, and the electronic drive
 - The board had decided to keep Track 6 and evaluate June 30th 2018 for a trial period.
 - There will be a call to action November 4th, 2017 in Raleigh NC
 - NAAP and NCCAP had a Zoom session attended by Alisa Tag, President and Vanessa Emm, Office Manager, Peter Illig, CEO, Dawn Worsley, President and Bryan Rife Nominations. This meeting was held in June and it was a positive collaborate meeting.
 - Dawn also read and letter from NAAP, wishing us well with our Symposium.
- B. Vice President's Report. Sherry Barzak, ACC
 - Her report and yearly endeavors can be found on the NCCAP website.
- C. Treasurer's Report. Kathy Wright Moore, ACC
 - Barb Eckert resigned and Kathy Wright Moore was appointed to replace her. The treasures report is online.
 - As online technical updates take place, financial disclosures will be placed on the web.
- D. Secretary's Report. Jane Anderson, ACC
 - NCCAP held their November 2016 Board Meeting via conference call. The Board has weekly contact/meetings to stay in touch with NCCAP members and the office.
 - We have had 14 official Board meetings this year.
- E. Nomination's Report. Bryan Rife, ADC
 - NCCAP has decided to postpone the current elections until 2018. We are happy to announce that we did receive several qualified candidates from the central and west coast regions that will remain on the ballot until next year.
 - There are currently 19 State Reps, and we would like to fill the rest of the slots. Bryan thanked the Board for all their hard work.
 - Kathy Hughes was thanked for putting on a great symposium.
- F. Special Projects Report. Linda Redhead, ACC
 - Online "Chats" are conducted weekly at 8:00 EST. Linda thanked all the chat hosts, and informed members of the MEPAP newsletter.
- G. CEO Report. Peter Illg, Esq.



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H. Peter completed a PowerPoint introducing himself and highlighting his extensive experience and expertise leading strategic turn-around, reorganization and restructuring of global nonprofit organizations. He will lead and serve NCCAP motivated by his passion to serve mission-driven organizations. He conducted break-out session “What do you want Peter to accomplish this year”? These comments will be discussed at the round table this evening.

3. Committee Reports

- A. State Reps/Facebook/Technology. Bryan Rife, ADC
 - NCCAP needs 19 state reps, would you please help! See reports for the member clicks happenings.
- B. Social Media/Website. Kathy Hughes, ACC
 - Nccap has over 2585 people on Pinterest
- C. Assisted Living. Bonnie Ruggles-Ruechel, ACC
 - Bonnie talked about the definition of assisted living and working with Ceal.
- D. Home Care/Strategic Plan. Dawn Worsley, ADC
 - The HC remains current and we are working on the strategic plan
- E. Personnel Committee, Dawn Worsley, ADC
 - This committee interviewed candidates for the CEO job.
- F. Transitions Committee, Debbie Hommel, ACC
 - The Transition Committee was formed in March, 2017 by the NCCAP Board of Directors.
 - Debbie Hommel, Past President, was appointed chair of the committee with Julie Reginek from Minnesota, Natalie Davis from Texas, Nancy Richards from Pennsylvania, and Theresa Thorland from Iowa asked to join the committee.

4. Comments

- A. Miscellaneous Items. Participants/Attendees
 - Barbara Hearne: “Would it be possible for NCCAP to work with MPLC to extend the licensing agreement to all levels of LTC”? (AL, retirement etc.)
- B. Recognition. Dawn Worsley, ADC
 - A certificate was given to Barb Eckert for a scholarship for IADA in memory of her husband.
- C. Incoming Board Induction. John Rolette
 - Kathy WrightMoore, ACC, Board Appointment (filling vacancy 2016 – 2019) this was completed via “Zoom”

5. (9:07am) Adjournment. Dawn Worsley, ACC