

PRESIDENT'S MESSAGE

-Kati Martin, CVT

This newsletter is chock full of planning for this year, so I'll leave the news to the other officers to fill you in. It's not too early to begin thinking about serving your association as well; elections will be in September with positions beginning in January 2017.

I want to extend to each and every one of you the invitation to email (koliver15@yahoo.com), phone or text me (307) 677-2188 with any concern, idea, question you have for our association. If we can maintain an open door policy then we will more efficiently and accurately move forward with our association.

Don't forget: You are invited to our WyVTA Meetings, open to all members and prospective members, the first Sunday of the month at 8pm Mountain time online at www.vspn.org > click CHAT on the navigation bar and login with your [VSPN.org](http://www.vspn.org) user/pass > click the button or the hyperlink to join the meeting:

<http://www.vin.com/Members/Unity3/Unity.plx?R=VSPNMEET>

Look for the banner below on the VSPN Chat page



MEMBERSHIP & CERTIFICATION:

-Tessa Schmidt, CVT

I have a few memberships and re-certifications still trickling in. Don't worry – we do take them year 'round, but they may take a bit longer to process. Please email me, Tessa Schmidt, directly with any questions at tschmidt0811@gmail.com

The board is looking at a new invoicing system to make billing for your dues easier and your certifications (those who certify) more understandable. We are also contemplating an amendment for our Fall Annual Meeting to move to a biannual membership fee, so stay tuned!

Applications can be found on our website www.wyvtta.org and will be taken any time during the year, but are currently good for the calendar year only; psst-pass them on!

Currently, Membership Renewal is ANNUAL*
Certification is EVERY OTHER YEAR *

WyVTA STUDENT SCHOLARSHIP APPLICATION PERIOD OPEN!

-Scholarship Committee

The WyVTA Scholarship Committee is pleased to announce the 2016 WyVTA Student Scholarship is now open for applications!

Each year we offer ONE \$500 scholarship to a Wyoming resident seeking a degree in Veterinary Technology.

Requirements: Applicants must:

- be attending any AVMA accredited school of veterinary technology, either on-site or distance education.
- have completed at least 2 (two) semester equivalents at an AVMA accredited veterinary technology program.
- be currently enrolled in the next semester.

Please see the Scholarship application packet in this newsletter for full details and required documentation.

**Completed applications must be received to the
WyVTA PO BOX by JUNE 30th**

to be considered for the 2016 scholarship.

Late applications will not be considered.

**

WyVTA Fall Annual Meeting & Continual Education Seminar

Make Your Plans!

Saturday, September 10

Ramkota Hotel, Casper

Speakers: CSU Oncology Team

1. "Not Your Grandma's Radiation Therapy: New Radiation Technology" (2 hours); Susan LaRue, DVM, PhD, DACVS, DACVR (RO)
2. "Clinical Trials in Veterinary Oncology" (1 hour); Kristen Weishaar, DVM, MS, DACVIM (Oncology)
3. "Dispelling the Myths of Animal Cancer" (1 hour); Douglas Thamm, VMD, DACVIM (Oncology)
4. "Aftershocks of Chemotherapy: Managing Adverse Events"; Douglas Thamm, VMD, DACVIM (Oncology)
5. "Title TBD" (1 hour); Elizabeth Atencio, CVT

Stay tuned, registration information coming!

TREASURER'S REPORT

-Karen Schutt, CVT

March

Opening Balance: \$14,700.65

Expenses:

\$44.00: Feb website, Jackie Van Noy

\$19.60: stamps, Karen Schutt

\$49.00: stamps, Tessa Schmidt

Income:

\$300.00: memberships & certifications

Closing Balance: \$14,888.05

April

Opening Balance: \$14,888.05

Expenses:

\$49.00: April's website, Jackie Van Noy

Closing Balance: \$14,839.05

NAVTA NOTES

-Melanie Beardsley, CVT (NAVTA Rep)

If you need to renew or become a NAVTA member go to www.navta.net

If you are a NAVTA member, there are some great member benefits available, new this year:

- **Disability Insurance.** This is a great discount for insurance and our friends at **VetInsure** are eager to help you with questions or even to talk to you about what it is and why it's important to have.
- **The NAVTA Strategic Plan for 2016** is also up on the website where you can read the full plan. The four major points are the following:
 1. Strengthen the Profession
 2. Advocate for Awareness
 3. Support for the Members
 4. Sustainability of NAVTA

Other big news is the initiative currently in review to nationally change the term 'veterinary technician' to 'veterinary nurse.' This is only in the beginning stages, but is definitely a "WATCH" item. Read NAVTA's position statement here: <http://tinyurl.com/h4oqcuc>

MINUTES

WyVTA Meeting March 6, 2016

Kati Martin: Let's go ahead and get this thing rolling. The one old news topic I have is to adjust our invoicing on recertification and membership. Does anyone have anything to say about it? Any ideas on how we should do it differently?

Lori Power: I missed the last meeting. Do we just need a way to send out membership renewals more efficiently?

Kati Martin: There was a lot of confusion about whether or not you owe \$10.00 for recertification.

Deana Baker: That has been an issue since we have been credentialing.

Jackie Van Noy: Since the beginning of us offering certification, there have always been a few who try to send that \$10.00 again. Far more people cannot follow the checklist given on the certification application, causing a lot of back & forth between the secretary and the prospective new CVT.

Kati Martin: Last month we talked about doing it more in an invoice format. Tessa has mentioned that she can spell it out in each member's notification. Who owes, what if that is what is needed; it wouldn't be too much more for her. It is towards the bottom of the membership form, Tom.

Kati Martin: This is what *Mel* recommended last month:

- Put additional check boxes on the form with amounts due:
- \$0 for current members that are certified
- \$10.00 for new certification
- \$10.00 for lapsed renewal

Nanette's thoughts last month: If membership can send the renewals out instead of me via newsletter email (let's say) because he/she's got the information I definitely think an invoice format would be ideal.

Tom Page: If there have been problems with it, and Tessa thinks she has an idea, let's have a look at a template.

Kati Martin: That is a good idea. Why don't we have those with ideas build templates of what they have in mind, compare, and see what would work best. Would someone like to make a motion?

Tom Page: I make a motion to review invoice templates.

Lori Power: I second the motion.

Kati Martin: All in favor? 4 ayes; no opposition; MOTION PASSES.

Kati Martin: I have some new news for everyone to consider. The World Veterinary Organization contacted me a few weeks ago, and invited me to a seminar online for their new CE portals. They offer hundreds of online CE courses to our members (Should we agree to use them) through the portals. We can track who has taken what CE, as well as post our CE online for those unable to attend.

Deana Baker: I am interested.

Tom Page: What are the processes that we need to go through?

Karen Schutt: We would use them through our website? Fees?

Kati Martin: If we choose to do this, within the next 3 months, it is no charge to us at all. If we wait until the 3 month period is over, it would be \$2,500.00 annually.

Tom Page: No charge ever? Or for the 3 months?

Karen Schutt: Is there a charge to each member for a certain course, or just the flat \$2,500.00?

Kati Martin: I just forwarded you all the email. Simon sent with the sample website page 500 courses are free and 350 are charged for, all are RACE approved to the members. Not us, the blurb they have about how they profit with this: A 15% transaction fee is applied on education that is sold. \$15 is charged to members that wish to use our apps to study on mobile devices (studying on their computer is free). Advertising can be placed on the Education Portal (the association has the option to block selected advertisers). We (whoever we select as page administrator) can select certain CE to be available, or have all of it available to users.

Lori Power: I would say send us the address of the demo page so we can all look at it?

Kati Martin: <http://wyvta.wceademonstration.org> How about this. We table this until next month, and I will also send it to Nanette and the other board members to see what their take is as well?

Lori Power: I motion for all officers to review the WCE online CE and discuss at the next meeting.

Deana Baker: I second.

Kati Martin: All in favor? 4 ayes; no opposition; MOTION PASSES.

Lori Power: I think Mel talked about it briefly last time, but I have been talking to Dr. Thamm at the CSU oncology department. He has arranged for a total of 4 speakers to present,

but only has 6 hours' worth of CE worked up for us. Would we be OK with that? By the time we take into account lunch, breaks, and our annual meeting, it will end up being an 8 hour day.

Kati Martin: That sounds good. I am sure that would be fine. We could fill the other with the meeting and an actual lunch instead of a working lunch, like the past.

Lori Power: They asked for 150 per CE hour, which seems like it was within the budget you guys voted on last week.

Kati Martin: Have a 15 minute am break, 30 minute lunch, 1 hour meeting TOPS, and a 15 minute pm break. That is an 8 hour day that is well within our budget I believe (\$900.00 for CE total).

Lori Power: Since we are going to have extra speakers, I figured extra money could go to the travel expenses. I also have a topic list if you guys are interested.

Kati Martin: Exactly. Great job, would love to hear it then. Jackie can get it on the website for a teaser, and I will get something on Facebook to get people thinking about it.

Lori Power: Tentative so far:

- New radiation technology (2 hours) Susan LaRue, DVM, PhD, DACVS, DACVR (RO)
- Clinical Trials in Veterinary Oncology (1 hour) Kristen Weishaar, DVM, MS, DACVIM (Oncology)
- Dispelling the Myths of Animal Cancer (1 hour) Douglas Thamm, VMD, DACVIM (Oncology)
- Aftershocks of Chemotherapy: Managing Adverse Events Douglas Thamm, VMD, DACVIM (Oncology)
- Title TBD (1 hour) Elizabeth Atencio, CVT
- And we agreed that Saturday, September 10th would be best for them.

Kati Martin: Excellent! It looks like you have done a great job so far!

Lori Power: Assuming this motions favorably, I will get with the Ramkota and start making those preparations. I am really excited this all fell into place :)

Kati Martin: Would you mind getting something on the website with this information, and I will get a blurb on Facebook within the next few days, Jackie?

Jackie Van Noy: Okay.

Kati Martin: Would someone like to make a motion for Lori to continue to the next step of CE prep? Thank you Jackie.

Tom Page: I motion.

Karen Schutt: I second.

Kati Martin: All in favor? 4 ayes; no opposition MOTION PASSES. Continue on Lori; great job!

Lori Power: Aye aye captain!

Kati Martin: Next meeting is April 3rd. Motion to adjourn.

Lori Power: Second

Kati Martin: Meeting adjourned. Have a great night all!

Participants: Tom Page, Karen Schutt, Deana Baker, Kati Martin, Jackie Van Noy, Lori Power

WyVTA Meeting April 3, 2016

Kati Martin: Calling the meeting to order.

Nanette Walker Smith: Tessa is at work; won't make it.

Kati Martin: Well, the only old news I have is with Tessa and having her do an invoice example, so we will table that until next time. Does anyone else have any invoice ideas?

Lori Power: I am not familiar with what software we have, but is she manually writing invoices? Do we have QuickBooks or some other accounting software? Just seems like we should have a program that tracks memberships, renewals, and automatically prints invoices.

Nanette Walker Smith: There is actually some easy stuff to do via Microsoft and excel with merge fields.

Tom Page: Excel has some generic ones we can modify. I haven't worked with them much.

Kati Martin: Since you are the Microsoft office pro Nanette, I will leave that in your court to work out with Tessa.

Nanette Walker Smith: Just have to mostly determine if we want to go to a two year membership to match the certification, or keep them separate.

Tom Page: I like the two year membership idea.

Kati Martin: I do also, Tom. It may set us back a touch for the first year, but I feel like we have plenty of cushion; it will be fine.

Nanette Walker Smith: Can also increase fees for 2 year membership. We haven't increased dues ... ever.

Kati Martin: Yes, we should make them at least double for every 2 years. That way they are equal to having to pay each year.

Tom Page: The benefit the way I see it would be 1/2 of the enrollment paper work each year. I am fine with paying for the double year. The same year your CE (certification) is due.

Kati Martin: That is exactly right, Tom. Less work for Tessa or any other Secretary.

Nanette Walker Smith: Yes. And several associations are going to biannual. Then we just have to worry about people's addresses/emails etc. changing, but we have to do that anyway.

Tom Page: I am not good with working out a merge code, but I will take some time to see what the excel program offers.

Kati Martin: Did we talk about sending notices to members when they are due?

Tom Page: An annual notice would only be roughly 1/2 of the total people, and we could do that via emails before spending \$ on snail mail. I think a push to take care of it at the annual meeting would also reduce problems.

Nanette Walker Smith: Yes. Notices would have the information in complete on the invoice - in advance. Like in November, reminding them they have to have their 10 hours of CE, etc. We will have to vote on this at the September meeting as a general membership, as it is a change (Amendment) to the bylaws. I think Tessa and I can work this out in plenty of time, and write it up in the newsletter to prepare people.

Kati Martin: That would be great Nanette, way to be Tom. Would someone like to motion anything?

Nanette Walker Smith: Tom - you merely create the document in word, use merge fields from the excel file header, and match them to the person. So when they print, it pulls the information from the person and all the way across their line for which ever column fields you want. I will have to play with it a little to see how to make it nice and easily understandable. Need Tessa to send me how she has her new excel loaded; she's got it all figured out now.

Lori Power: **Motion to put forth an amendment to change to a biannual membership to coincide with the member's certification to be presented at the September CE and annual meeting.**

Nanette Walker Smith: **Addendum will be for those not certified. Biannual membership will be based on when they register for membership. I'll second.**

Kati Martin: All in favor? 4 ayes none opposed MOTION PASSES. We will approach general membership with this at the annual meeting for amendment approval.

Kati Martin: New business.

Lori Power: Fall CE - September 10th - Dr. Thamm from the Oncology department and his associates will be presenting. Have contacted the Ramkota and working on getting that contract in order for board approval. She sent me one, but it had the wrong information on it.

Kati Martin: Do you have any sponsors for the CE, Lori? Lynn from Zoetis said they would do the \$1,000 again.

Tom Page: I will contact my Patterson representative to see if they have anything available for sponsorship.

Lori Power: If you have Lynn's contact information, I would be happy to get a hold of her. I could also do Angela too if you didn't want to, Tom. This was my short coming after all.

Karen Schutt: I could try our Hill's representative too. I will be in touch with her this week.

Nanette Walker Smith: See if Dr. Thamm has any special sponsor people as well.

Tom Page: What is the cost of the meal, vs the room?

Lori Power: We'll have that info at the next meeting; contract is still in the works with Ramkota.

Kati Martin: Scholarship committee this year?

Nanette Walker Smith: It's Tom, Cambria, and Mel; same as last year. I will send you guys the documents; I don't think we need to change anything. We didn't date them on purpose. If you guys can get these reviewed this week and give me a good to go sign or any revisions, they'll be quick, and I will get this newsletter out on time for a change and include these. Complete packet is due by June 30th to the PO BOX, so we need to get these out there. Courtney and Amanda - this will be your job to make sure to get them to your classes.

Tom Page: Sounds good. We can review, and go from there.

Kati Martin: The only date we need is the due date for their applications. We will have it in the newsletter, and I will have Jackie put it on the website as well.

Courtney Carroll: Great, sounds good! We can sure do that!

Tom Page: I just reviewed the website and unless we are changing the address to send the application and resume, it looks good.

Nanette Walker Smith: I will send it to her, Katie; just in case, if there are any changes.

Nanette Walker Smith: **On the annual meeting agenda - need to bring the AR Officer Change Annual Filing form for Secretary of State so we can complete that at the same time we do board member change overs so we are on top of that send :) Karen that will be your duty

Kati Martin: I am so sorry Nanette, but I do not understand what you mean by the AR Officer Change Annual Filing Form, etc.

Cambria Harmon: I thought technicians made it into the practice act when they redid the practice act in Wyoming. I thought they were actually listed now?

Kati Martin: So, that just means that much more reason to try and get it into the practice act.

Nanette Walker Smith: No, Cambria, just Euthanasia Technicians (i.e. those that work for Animal Control, Dept. of Ag, etc.) Kati - that is the form we have to file with the Secretary of State each year when we have officer changes to keep us current; along with their little postcard we all get that says yes, we are still operating as a nonprofit.

Karen Schutt: Me either, Katie. Is it something I should have from Carol?

Kati Martin: Ok, great; thank you. Sounds like something we can pull up and print from their website, I hope.

Nanette Walker Smith: Not yet, Karen. We will get it in the fall (or we should have). It is listed in the Treasurer duties. You should also be able to go ahead and e-file for IRS now, since you have end of the year information for 2015. Ask Carol. If she can't help, I can.

Karen Schutt: Ok. I will get busy.

Kati Martin: Alrighty, anything else then tonight?

Nanette Walker Smith: Newsletter information to me no later than FRIDAY please.

Kati Martin: Next meeting 5/1/16. Motion to adjourn?

Nanette Walker Smith: **Good for me. Motion to adjourn.**

Cambria Harmon: **I second.**

Kati Martin: **All in favor? 6 ayes, none opposed. Meeting adjourned**

Participants: Tom Page, Cambria Harmon, Amanda Johnson, System, Courtney Carroll, Karen Schutt, Kati Martin, Lori Power, Nanette Walker Smith

WyVTA Board: <http://www.wyvta.org/contact-us.pml>

Kati Martin	President
Deana Baker	Past President
Lori Power	Vice President
Karen Schutt	Treasurer
Tessa Schmidt	Secretary
Melanie Beardsley	NAVTA Rep; Scholarship Committee
Tom Page	Member-At-Large; Scholarship Committee
Jackie Van Noy	Member-At-Large & Webmaster
Courtney Carroll	EWC Student Rep-sophomore
Amanda Johnson	EWC Student Rep-freshman
Cambria Harmon	Scholarship Committee
Nanette Walker Smith	Advisor

Wyoming Veterinary Technician Association

PO BOX 34

Cody, WY 82414

**WYOMING VETERINARY TECHNICIAN ASSOCIATION
STUDENT SCHOLARSHIP
PO BOX 34
Cody, WY 82414
www.wyvta.org**

(307) 677-2188 (Kati Martin, President)

Award: One \$500 scholarship awarded annually to one Wyoming resident.

The purpose of this scholarship is to aid Wyoming residents in obtaining a degree in Veterinary Technology.

Minimum Requirements and Limitations:

- Students must have completed at least 2 (two) semesters, or semester equivalents, at an AVMA accredited veterinary technology program and be enrolled in the next semester.
- The scholarship is limited to current Wyoming residents only, but the accredited program may be distance education or on site as long as it is an AVMA accredited institution of veterinary technology.
- Individuals may apply annually as long as eligible, but may only be awarded the scholarship one time.

Requirements to be submitted at the time of application:

1. Proof of Wyoming residency (copy of Wyoming driver's license, etc.)
 2. Proof of current enrollment in an accredited AVMA program (receipt from registrar or program director letter)
 3. Official transcript sent directly from the school to address above showing successful completion of at least two (2) semesters, or semester equivalents, of the program
 4. Two letters of recommendation; at least one from a person within the veterinary profession such as veterinary employer, supervisor, or teacher (DVM or CVT)
 5. Typed essay explaining personal and professional goals and need for scholarship (500 words maximum)
 6. Signed and dated Cover Sheet & Form of Understanding for completion of the semester of scholarship award
- PLEASE NOTE:* If the student is awarded the scholarship, the student must provide proof of completion of the fall semester or semester equivalent via transcript copy as soon as completed. Failure to complete or provide the transcript will require the student to reimburse the WyVTA for the awarded monies immediately.

Submission instructions:

- **Complete Typed Application Packet submissions are DUE by June 30th** of the year the student is applying for the scholarship.
- **All items* should be in ONE envelope mailed to the association at PO BOX 34, Cody, WY 82414.**
- ***The school transcript should be sent directly to the WyVTA via mail.**

Scholarship Award Information:

- Notification will be via certified mail/telephone call by August 15th.
- Monies will be awarded via check which will be post marked no later than August 20th to the student's address listed on the application.
- Student is encouraged to attend the Wyoming Veterinary Technician Continuing Education Meeting traditionally held annually in September and accept the award certificate in person. *The WyVTA will sponsor the recipient's meal and registration fees.*
- WyVTA will extend one (1) Student Level Membership to the scholarship recipient starting from the award date valid through December of the following year.
- The student will be asked to provide a photograph or be photographed for the WyVTA to feature on the website and used in public announcements such as in the NAVTA Journal.
- *The WyVTA Executive Board and Membership strongly recommended that scholarship monies be used for books, laboratory fees, and/or to assist with tuition.*

KEEP THIS PAGE FOR YOUR RECORDS

**WYOMING VETERINARY TECHNICIAN ASSOCIATION
STUDENT SCHOLARSHIP**

Cover Sheet & Form of Understanding

PO BOX 34

Cody, WY 82414

www.wyvta.org

(307) 677-2188 (Kati Martin, President)

Name		
Mailing Address (street & number)		
Mailing Address (city, state ZIP)		
Contact Phone		
Email		
List colleges/universities attendance; most recent first	Dates	Degree
Scholarships/Awards received; most recent first	Date	
List any extracurricular activities or work history associated with veterinary medicine; include a current resume if applicable	Dates	

Include with this cover page:

- ☐ Proof of Wyoming residency ☐ Proof of program enrollment ☐ Two (2) letters of recommendation
☐ 500 word (max) typed essay ☐ Resume if applicable

*and please ensure your official transcript is being sent directly to the WyVTA

I, the undersigned student, understand that if I am awarded the WyVTA student scholarship this year, **I must provide proof of completion of the fall semester or semester equivalent via transcript copy as soon as completed.** Failure to complete or provide the transcript will require me to reimburse the WyVTA for the awarded monies immediately.

Signature of Applicant