

## PRESIDENT'S MESSAGE

- Tom Page, AAS, CVT [President@wyvta.org](mailto:President@wyvta.org)

If you take a look we are unveiling our new WyVTA.org emails for some of our board members. This will enable YOU to easily contact us via our WyVTA emails. We elected to start with the 5 most popular contacts that we felt you'd need to reach. We'll also be able to switch easily to new board members with these emails rather than having to switch personal emails. New Emails are listed on the final page of the newsletter along with what each email should be used for and whom it is assigned to for the remainder of 2018, just before the Fall CE registration information.

Certified Veterinary Technicians and assistants are always looking to find a way to learn and advance. Our doctors are not the only ones who should continue learning.

### Who benefits when you attend a Continuing Education (CE) Event?

The **first benefit** is to you as an individual. You receive the knowledge from the speakers on a particular topic. This knowledge can be in the form of simple review, filling gaps in a subject you have forgotten or don't utilize as much, or can be learning something completely new. You also have the opportunity to discuss the topic with others who have similar interests, which can further improve your understanding of the topic!

The **second benefit** is the practice team. The knowledge you bring back should be discussed with your practice team to implement any improvement potentials that you are bringing back. Things you bring back might include, for example, a different use of a medication or how to tie gauze in a pharyngeal pack. There might be a recommendation to modify or stop doing something based on new research information. Even small changes can have big impacts.

The **biggest winners** when you return from a CE event are the Patient and the Client. The client benefits from the improved collective knowledge of the facilities team. We can then explain with confidence and offer a service that makes sense to them. It could be a simple recommendation or even where to send them to a referral practice that has more specific abilities. The Patient benefits when we can improve their preventative health care ahead of problems or help to "fix" their ailment and improve their quality of life. Examples might include a recommendation to modify behavior or how you pick up on something important during the "How is Fluffy eating the new food?" conversation. That might lead to finding an oral mass. Your knowledge can lead to helping your doctor improve "Fluffy's" quality of life.

**After you get back from your CE conference**, don't forget to track the classes you attended. Create a file location to save the information about the CE event. The event "Program" should have most all of the information, (ask for it if something is missing). Things to include are the dates, topic names for EACH session you attend, full speaker name and credentials, and even a brief synopsis of the session (usually provided in the registration information). You should track all lectures and wet labs you attended, be specific. Get proof of attendance certificates if they are offered. It is also a good place to keep the notes you took during each lecture in and formation to refer back to. **FOR ALL OF US:** these logs are to help you in your career to show a specific interest in a subject area, improve your chances for a career change or advancement, etc. If you are a CVT, you will be turning in your CE hours to your state association to maintain your certification. It is also your responsibility to prove you attended if you are audited. If you are looking toward credentialing for a specialty (VTS), you will need to be ultra-specific with your tracking as well so be sure to check with

the VTS to see what specifics they require on their applications and/or renewals.

*I look forward to seeing you at our Continuing Education Conference and Annual Meeting at Eastern Wyoming College in Torrington, Wyoming, September 15, 2018*

## Monthly Membership Meetings

are now via ZOOM at

<https://zoom.us/> at 7pm MT

Meeting login ID's are set up each month so, for now, if you'd like to attend the meeting:

1. **AHEAD** of the scheduled meeting date, go to <https://zoom.us/test> to test your device's ability to access & view ZOOM (PC/MAC, Android/iPhone, and tablet).  
\*\*\*You just need to do this once per device.
2. **Email Nanette Walker Smith** ([n\\_w\\_smith\\_24@outlook.com](mailto:n_w_smith_24@outlook.com)) if you don't receive the **email notification** containing the Meeting Room ID information **sent approximately 2-4 days prior to the meeting**. You can
  - click on the links in the email to access the meeting, or
  - enter the meeting ID number by going to <https://zoom.us>, click "**Join a Meeting**" and enter the ID on the next meeting date/time:

**NEXT MEETING is August 5 @ 7pm MT**

**Plan ahead for this upcoming ZOOM meetings:**

**September 9 @ 7pm Mountain Time**

**October 7 @ 7pm Mountain Time\***

**November 4 @ 7pm Mountain Time\***

**December 2 @ 7pm Mountain Time\***

**\*2018 and 2019 board members plus members**

## YOUR CALLING?

- Nanette Walker Smith, MEd, RVT, CVT, LVT  
[Secretary@wyvta.org](mailto:Secretary@wyvta.org)

It's not too early to start thinking about your next endeavor for your profession! Now is the time to reach out to current board members if you have an interest to find out about what that position entails! **ALL 2019 BOARD POSITIONS are eligible for nomination (self or nominate another member)**. See [www.wyvta.org](http://www.wyvta.org) > About Us > Constitution and Bylaws – see Article IV for Officer Eligibility information and the roles available.

**New Board positions will be elected at our Annual Meeting during the luncheon at the Fall CE meeting in Torrington, September 15, 2018.** The 2019 Board will transition in training through the end of 2018 and effectively take their positions effective January 1, 2019 for the calendar year.

## MEMBERSHIP/CERTIFICATION

-Deana Baker, CVT [CVT\\_Members@wyvta.org](mailto:CVT_Members@wyvta.org)

**Any questions RE: membership or credentials, please email me!**

**Deana Baker – WyVTA Secretary**  
2633 Bighorn Ave  
Cody, WY 82414

## TREASURER'S REPORT

-Aaron Tippit, VA; Treasurer

|  |                          |                    |
|--|--------------------------|--------------------|
| <b>May 1, 2018</b>                         | <b>Beginning balance</b> | <b>\$15,494.25</b> |
| <b>Income</b>                              |                          |                    |
| Membership dues                            |                          | \$ 100.00          |
| Membership dues-EWC Chapter dues           |                          | \$ 50.00           |
| <b>Expenses</b>                            |                          |                    |
| Nanette Walker Smith:                      |                          | \$ 40.20           |
| Constitution/Bylaws mailing for signatures |                          |                    |
| <b>May 31, 2018</b>                        | <b>Closing balance</b>   | <b>\$15,604.05</b> |
| <b>June 1, 2018</b>                        | <b>Beginning balance</b> | <b>\$15,604.05</b> |
| <b>Income</b>                              |                          |                    |
| Membership dues                            |                          | \$ 160.00          |
| <b>Expenses</b>                            |                          |                    |
| PO Box renewal                             |                          | \$ 70.00           |
| <b>June 30, 2018</b>                       | <b>Closing balance</b>   | <b>\$15,694.05</b> |

\*\*May 2018 approved at the June 3 Meeting

\*\*June and July 2018 Reports will be reviewed at August 5 meeting

## CE FALL SEMINAR

**Saturday, September 15; 8am-5pm**

**Eastern Wyoming College, Torrington, WY**

- Marlane Hicks, CVT [VicePres@wyvta.org](mailto:VicePres@wyvta.org)

The Fall CE Program is attached to this newsletter!

Lodging: Rooms are still available

We've secured a bank of rooms at America's Best Value Inn for @\$85 plus tax per night in Torrington. We'll have lunch catered in. We'll have an early bird registration for Association members and non-members, so take advantage and get registered early – due to lab space we'll need to have numbers early to ensure wet lab supplies are all in order!

The fall class of 2018 will be on site to welcome us to their new facility and we hope to have a full tour scheduled soon.

### Travel Info:

**Flights:** (United Airlines) into Scottsbluff (airport code BFF) are pretty reasonable if you book early – 35 mile drive to EWC. Other options: Cheyenne, WY (airport code CYS) – 103 miles to EWC; and Denver (DEN) – 189 miles to EWC.

### Drive distance <> EWC each way:

- Casper @ 150 miles
- Cody, Jackson Hole, or Evanston, WY and Billings, MT @ 425 miles
- Sheridan, WY @ 292 miles
- Denver @ 185 miles
- Rapid City, SD @ 220 miles
- Omaha, NE @ 485 miles
- Colby, KS @ 310 miles

**PLEASE PASS the Registration information on! Help us get the word out!**

## EWC Veterinary Technology Program

-Cristi Semmler, CVT

Our students and faculty are currently on summer break, due back September 12.

We'll be jumping right in to a free community event airing of *The Language of Dogs – Understanding Basic Dog Behavior* presented by the EWC Veterinary Technology Club.

We're excited to be hosting this year's WyVTA Fall CE and Annual Meeting that Saturday, September 15 featuring our own Dr. Edwin Bittner speaking on immunology and Dr. Kim Pattullo from Phoenix Labs in Washington State speaking on cytology. We hope to include

a tour of our new CTEC building and new remodel of additional facilities as part of the event. We can't wait to show you!

We'll finish up September with a Search and Rescue event with Goshen County, still in the final planning stages.

## MINUTES

WyVTA Meeting June 3, 2018

**Tom Page:** I call this meeting to order at 7:03pm

We will start with Aaron's Treasurers report.

**Nanette Walker Smith:** I motion to accept the April Treasurer's report as posted in the May Newsletter

**Melanie Beardsley:** I second

**Tom Page:** The motion to accept April's Treasurers report passes unanimously.

**Tom Page:** Next is the current Treasurer's report for May. (posted for view during the meeting)

**Nanette Walker Smith:** I motion to accept May's Treasurer's Report as presented by Aaron, treasurer.

**Cambria Harmon:** I second

**Tom Page:** Motion passes unanimously to accept the Treasurer's report for May 2018.

**Tom Page:** Mel, NAVTA report?

**Melanie Beardsley:** If you are looking for CE, their second leadership conference of the year is in July. They also have a fear free conference coming up. Don't forget they have their job boards if your clinic is hiring.

**Nanette Walker Smith:** Also would be good to update about the changes happening with the EdDir position/management company if that changes between now and first of July. Some WyVTA members are not NAVTA so this helps to get that info to them

**Tom Page:** Mel Thank you for the Update

**Tom Page:** Website discussion. Nanette has reached out to eVetSites and has an update.

**Nanette Walker Smith:** So everyone - I am working on updates with eVetSites on our outdated website. We have lots to do. One thing we can do quickly is to vote on this particular motion. My motion is listed there (shown on screen along with the purpose and premise.)

**I, Nanette Walker Smith, motion that we start with the following emails:**

- [President@wyvta.org](mailto:President@wyvta.org) (Association Information not covered by other board positions)
- [VicePres@wyvta.org](mailto:VicePres@wyvta.org) (Fall CE/Annual Mtg Info)
- [Secretary@wyvta.org](mailto:Secretary@wyvta.org) (Newsletter, PR, Info)
- [CVT&Members@wyvta.org](mailto:CVT&Members@wyvta.org) (All info/questions regarding active and associate membership and Certified Veterinary Technician credentialing) **Note: this was changed to CVT\_Members due to email program constraints following this meeting.**
- [NAVTARep@wyvta.org](mailto:NAVTARep@wyvta.org) (All questions of a national credentialing nature - National Association of Veterinary Technicians in America)

\*I did not include Treasurer or website or MAL because all of those would be items that would first go through other board positions or the entire board. We can add these later if we find we need to.

**Melanie Beardsley:** I second that.

**Tom Page:** We can add other positions as needed.

**Melanie Beardsley:** Looks like up to 20, Tom. Right, Nanette?

**Nanette Walker Smith:** Yes, anytime we want - I figured this would be the basic few. And it would get our emails off of the website and make it easier to transition positions. Yes Mel, up to 20

**Tom Page:** Motion to move to the website based emails as listed passes unanimously.

**Aaron Tippit:** When would the update happen?

**Nanette Walker Smith:** I will set up a meeting with Viki this week or next to get this rolling.

**Tom Page:** Great thank you Nanette.

**Nanette Walker Smith:** We will get the updated bylaws loaded (Updated: <http://www.wyvta.org/sites/site-5071/documents/WyVTA%20Constitution-Bylaws-2017-0923-FINALsigs.docx>) and update the main screen which is REALLY out of date.

We'll also talk about where to go from there. I'll come to the board with the rest at that point.

**Tom Page:** Secretary-- Newsletter items/other

**Nanette Walker Smith:** Newsletter was pretty skimpy this time - really need to have everyone send items. Even if small. Roxane will be up this next time to

cover Facebook items in the newsletter so Cambria, you'll be 'off the hook for a couple months' for your piece

We'll do separate pushes for the Fall CE - coming up fast.

**Tom Page:** Roxanne for face book. I am trying to get your paper up.

**Roxane Rocks:** I had hoped to have more input, but I have some very basic guideline started. **I would like to make a motion that the board approves the following: The WyVTA will implement the following guidelines for social media platforms, effective immediately and to remain in effect until more detailed guidelines can be established:**

- All Facebook posts will be reviewed by administrators before being published to the page.
- Administrators that are to monitor the Facebook page will be the current EB Secretary and one member at large. The EB President will have access to administrative privileges, but not be required to monitor the page.
- Submissions to the newsletter and website will remain free of charge to WyVTA and WyVMA members in good standing. Fees for submissions by non-members are still under review.
- WyVTA reserves the right to edit submissions for grammar and relevant content, with final draft to be accepted by the party asking for the post. This stands for all social media platforms.
- Posts on all platforms will be available for approximately 60 days.
- Only veterinary content or veterinary related self-help information, as well as career opportunities will be considered at this time.

**Nanette Walker Smith:** I second

**Aaron Tippet:** How does charging affect our nonprofit status?

**Roxane Rocks:** I assume it would fall under the same as charging for CE events, dissemination of information?

**Nanette Walker Smith:** It doesn't affect us as long as our income is under \$10K. We have LOTS of leeway

**Tom Page:** Motion Passes unanimously to improve social management of Facebook.

**Roxane Rocks:** Thank you everyone. These guidelines will continue to become more detailed and evolve as we grow.

**Tom Page:** With no questions for me we will move to the Annual Meeting discussion.

**Marlane Hicks:** I think that at this point it is too late to change the venue

**Cambria Harmon:** I'd have to agree and we have one of two speakers not charging us to do it there

**Marlane Hicks:** Yes and because Dr. Bittner teaches in the lecture hall we can use it for free. Dr. Pattullo had concerns that the wet lab would take too much time and we won't have enough time to cover everything

**Nanette Walker Smith:** As long as we have projection microscope so we have use of something cytological - use of equipment at EWC to push home the use of the school as an advantage = that's a feature. We also need to utilize the fact of the NEW facility and include a tour - promote the school

**Tom Page:** Using the teaching scope on an overhead is great. Do you think we can set a tour up for Friday night?

**Marlane Hicks:** The tour could be a possibility; just have to get with Dr. Bittner

**Nanette Walker Smith:** Students NEED to be there, no excuses :) Not necessarily freshmen as they will just have started. Other states have always been invited.

**Marlane Hicks:** Exactly.

**Melanie Beardsley:** I don't think we even need that if she has slides incorporated into her presentation. I thought we were leaving that up to her and she was going to let us know what she needed.

**Nanette Walker Smith:** It would be a good feature to use/show if she can use it to show how the difference of raising or lowering the stand, changing aperture, beam intensity, etc. WHILE she's doing it. Those points hit home in real time.

**Tom Page:** Sounds like Venue is a go! :)

**Nanette Walker Smith:** Yes, venue change is too late in the game now.

**Tom Page:** Tour for Lecture room, and the College

**Nanette Walker Smith:** the new CTEC building for sure

**Nanette Walker Smith:** Cristi and Dr. Bittner work with their AV all the time - it's a college. All they will need to know is what kind of computer Dr. Pattullo is bringing and make sure she brings all her cords AND if she's going to have any videos embedded in her presentation (for Wi-Fi/Ethernet connection).

**Melanie Beardsley:** And school will have started then so our student reps should be able to field any questions without the board having to donate time or the association having to reimburse one of us to go there.

**Marlane Hicks:** I am planning on going over just to touch base. I want to meet with the caterer (when I select someone and touch base with Dr. Bittner

**Nanette Walker Smith:** OK, let's move on then to the registration info.

Marlane proposed keeping cost at \$75 early bird for members and \$95 for non-members. That said - we never did determine cost for STUDENTS - they are members of the association because of the school charter.

**Tom Page:** With that said that would put their cost at \$75?

**Cambria Harmon:** Sorry not trying to jump the gun. It was mentioned to me by Cristi that a student rate might encourage more to attend

**Nanette Walker Smith:** SO, if we get 25 attendees - at \$75 (early bird member cost) that is \$1875. Not enough to clear the one speaker and food. It's lowballing, but trying to keep this real here. We are assuming NO SPONSORS

**Aaron Tippet:** Well they can eat at the school can't they? being students? So they wouldn't cost us that right?

**Melanie Beardsley:** Aaron, food is included in the registration.

**Marlane Hicks:** That is assuming that each plate will cost \$15.00 a person

**Nanette Walker Smith:** That said - cut off is August 15 for early bird - as we need reg's to reach Marlane before she leaves for the conference, etc. for printing, etc. and then it goes up to \$110 regardless of membership

**Melanie Beardsley:** Was \$75 the early bird price last year?

**Nanette Walker Smith:** Yes. These amounts are NO CHANGE from last year. The benefit of this is that it will help draw people the extra distance to Torrington.

**Marlane Hicks:** That is true...We are not paying for the venue and DR. Bittner is donating his time to us so there is no fee for his lecture

**Nanette Walker Smith:** One speaker-Dr. Pattullo-(speaker fee, travel, per diem, lodging) is going to be a minimum of \$1600+; Dr. B is free. This does not include costs for catered food, nor snacks/drinks/breakfast, or proceedings.

**Cambria Harmon:** True and at this point we technically don't have sponsors yet

**Nanette Walker Smith:** We need to NOT rely on sponsors - never do - that's a windfall, and should always be that way. If we can hope for 30 at early bird pricing of \$75 member cost we'll be close to breaking even. That means we need to get this moving, promoted, and rolling fast.

**Cambria Harmon:** Compared to CO and WA out rates are pretty cheap for CE

**Marlane Hicks:** So are we going to vote on the cost?

**Tom Page:** These are costs are expenses that we have to think about.

Looking at costs with the numbers in front of us we should increase. Might I suggest a \$10 increase?

**Nanette Walker Smith:** The distance is going to hurt us unless we can ensure surrounding states. We won't get CO most likely due to the other conferences near that time.

**Aaron Tippet:** Last year only 21 registered....

**Cambria Harmon:** The year before we had 30 didn't we?

**Marlane Hicks:** How much was the speaker/travel/per diem last year? plus the cost of using the Parkway?

**Nanette Walker Smith:** Parkway was similar lodging cost, but it included rooms for free and we got snacks/coffee for a very good price, plus lunch for a good price as well. We are not saving a bunch with venue really.

**Aaron Tippet:** We made \$2979.48 last year (plus we received \$4000 in donations, the most ever by a lot); Cost last year was \$3213.68

**Tom Page:** Let's move to decide regular cost

**Nanette Walker Smith:** There is a suggestion of increase of \$10 for early bird - that would be \$85 member and \$105 non-member, and then \$120 anyone after Aug 15

**Cambria Harmon:** I think that is reasonable

**Melanie Beardsley:** I think that is reasonable, but I don't think we should increase it any more than that. I don't want to not increase it this year and then increase it significantly next year

**Marlane Hicks:** I agree with you Mel

**Nanette Walker Smith:** Good point Mel

**Cambria Harmon:** so then there would be no student rate?

**Nanette Walker Smith:** We could increase it and include a student rate this year (\$75 student, \$85 member, \$105 non-member). Then the student rate could be tested...

**Cambria Harmon:** this would be a good place to test it

**Melanie Beardsley:** Student rate \$65? That's \$20 off. Or we could do \$50. I think we should have it high enough that not every student opts to do it. That would be a lot of people not knowing much and would totally change our audience for our speaker

**Marlane Hicks:** That makes sense Mel

**Tom Page:** I suggest that we do the student rate at the school only. I don't want to offer that to other schools yet. We are working out bugs.

**Nanette Walker Smith:** Good point Tom

**Melanie Beardsley:** \$75 is even better. :)

**Roxane Rocks:** How about \$70 then for students? Any increase for registered after

*Nanette Walker Smith:* I motion we do \$70 student, \$85 member, \$105 non-member by Aug 15, \$120 for all after Aug 15.

*Roxane Rocks:* second

**Tom Page:** \$70 student, \$85 member, \$105 non-member by Aug 15, \$120 for all after Aug 15. Motion passes unanimously.

**Tom Page:** I propose that the Student amount only be available at EWC. Not on the website or on any other communication.

*Marlane Hicks:* I agree. I make that motion in lieu of the president: the student registration rate for Fall 2018 CE be available to EWC students.

*Cambria Harmon:* I second that proposal

**Tom Page:** Motion passes unanimously.

*Nanette Walker Smith:* Question on meeting times and flow. Marlane - did either Doc have a preference on 1.5 hours, then 2 hours or 2 hours then 1.5 hours? i.e. 8am-9:30 and 9:45-11:45 or 8am-10am and 10:15-11:45. We found this 'error' when creating the speaker contracts and reg form

*Marlane Hicks:* No they did not.

*Nanette Walker Smith:* so for example...

*Nanette Walker Smith:* Anyone have preference? I just need to make them the same!

*Melanie Beardsley:* So sounds to me like we need to just pick something.

*Nanette Walker Smith:* Will fix to 8-10 and 10:15-11:45; and 1:15-2:45 and 3-5 (that way the last part of the day they have to stay

*Nanette Walker Smith:*

- 8:00am-10:00am: Immunology Part 1 – Edward Bittner, VMD
- 10:15am-11:45am: Immunology Part 2 – Edward Bittner, VMD
- 12:00pm-1:00pm: Annual WyVTA Membership Meeting, 2019 Board Elections & Luncheon
- 1:15pm-2:45pm: Cytology Part 1– getting the most out of your submissions to maximize the chances of a diagnosis - Kim Pattullo, DVM, MVSc
- 3pm-5pm: Cytology Part 2– getting the most out of your submissions to maximize the chances of a diagnosis - Kim Pattullo, DVM, MVSc

*Marlane Hicks:* We have not gotten confirmation on the menu yet. Places I contacted are working up the pricing

*Cambria Harmon:* My only concern was the amount of meals if students attend. The proposed was 40 meals

*Melanie Beardsley:* If there are more, their registration will cover it. That's why we encourage early bird registration.

*Marlane Hicks:* I did tell the caterer's that it would be at least 40-50

**Tom Page:** We will see the numbers in time to adjust

*Nanette Walker Smith:* Marlane - you did leave that open for adjustment down as well right?

*Marlane Hicks:* yes. I did. They will charge us by plate and serve buffet style if we would like.

**Tom Page:** Marlane can update us as the menu pricing comes around.

*Nanette Walker Smith:* The snacks etc. would be purchased a couple days prior to so we'll be able to cut that much closer and adjust accordingly as we won't be publicizing specifics for that.

*Marlane Hicks:* Typically when they do that they count the number of plates used for the meal and then charge for that.

*Melanie Beardsley:* I think as long as it is less than \$15/plate that we shouldn't need updated.

*Nanette Walker Smith:* I think so Melanie - and then we just need to make sure that folks aren't taking 5 plates - that's where the expense comes in!

*Marlane Hicks:* Correct Mel. that was my plan ...keeping it under \$15 a plate...and it will NOT be Pizza

*Nanette Walker Smith:* Caterers look great Marlane!

**Tom Page:** That covers the meal. The next is snacks. When are we going to offer them and what.

*Cambria Harmon:* I liked the idea of fruit

*Melanie Beardsley:* Previously, we have done granola bars, fruit, and yogurt for breakfast and then cookies/desert in the afternoon

*Marlane Hicks:* That was what I was thinking Mel

**Tom Page:** I have coffee urn --60 cup, and also a 20 cup. I have Coolers

*Marlane Hicks:* I have a large beverage server for Ice Tea or Juice.

*Cambria Harmon:* I was also thinking some kind of tea or lemonade; if you do tea, you'll need sugar or sweetener also

*Nanette Walker Smith:* You'll need cups

*Nanette Walker Smith:* No breakfast (remember last year we were at a hotel that served us) - Mid morning - coffee for sure, bottled water, need an ice chest for ice, muffins, could do yogurt, fruit is nice, but needs to be easy to handle, maybe a box of granola bars. Then afternoon would be breakfast left overs and maybe cookies, dessert stuff

*Marlane Hicks:* All of this can be purchased at SAM's Club and I have a membership far cheaper than we can buy it at Walmart

*Melanie Beardsley:* OK, if we are doing mid-morning, maybe just granola bars/muffins and fruit (apples/oranges/bananas) and Sam's Club bulk will be easier to transport!

*Nanette Walker Smith:* Yes ma'am :)

**Tom Page:** I say we put together a shopping list and costs for review via email and then between Marlane, Mel and I we can pick them up. I will have my truck and trailer and can haul them easy.

*Nanette Walker Smith:* I propose we leave this up to Marlane and Tom for selection and purchase/transport. Napkins and preferably no need for plates if you can get by without - minimize!!

*Melanie Beardsley:* I think it will be hard to have a guess on money here until we have a head count. Do we want to have a goal \$ per head for our Sam's Club run. Sounds good and I can help

**Tom Page:** Thanks Mel

*Marlane Hicks:* Nanette. I am still waiting on food confirmation. Can we put in the flyer that lunch will be served without offering a menu to choose from?

*Nanette Walker Smith:* Marlane - re lunch - yes I think we can definitely do that - I'll state we'll have meat and vegetarian options available.

*Marlane Hicks:* Need to discuss Dr. Pattullo flying into Casper or Scottsbluff  
*Cambria Harmon:* I thought your reasons were pretty sound Marlane, for her flying into Casper

*Melanie Beardsley:* I think whichever is cheaper.

*Nanette Walker Smith:* Difference boils down to a lot: \* a 13 hour travel day for Dr. Pattullo coming in PLUS additional costs of at least \$250 to the association (Seattle to Casper, drive to Torrington)

\* a 7 hour travel day Seattle to Scottsbluff - just needs a ride Scottsbluff to Torrington (30 miles) and is \$250 less to association. Return is also much less time Scottsbluff to Seattle and no change in hotels

*Marlane Hicks:* So who is picking her up and taking her back to Scottsbluff?

**Tom Page:** The 7 hour also requires someone else to stay in Torrington to stay and take her on Sunday

*Melanie Beardsley:* They will need reimbursed for hotel, 120 miles of driving, and 2-3 meals.

*Nanette Walker Smith:* In order to get from Seattle to Casper in a reasonable amount of time, Dr. Pattullo has to leave Seattle airport at 5am Friday. A lot of people stay 2 nights at the venue rather than drive back the same night - If I come, I would without a doubt.

*Marlane Hicks:* We could leave Casper as soon as she gets here and that would put us in Torrington early afternoon and she would have all afternoon to rest. I will not be staying Saturday night.

*Melanie Beardsley:* I do not plan on staying Sat night, either.

*Nanette Walker Smith:* It's only 30-35 miles Torrington to Scottsbluff

*Marlane Hicks:* I have discussed this with Dr. Pattullo and she was fine with it.

*Cambria Harmon:* Was she returning with you to Casper Marlane?

*Marlane Hicks:* Yes Cam she was

*Nanette Walker Smith:* OK - then it's the board's decision if the extra \$250+ for airfare is worth it

Minimum cost Seattle to Casper and back is \$563 plus taxes

Minimum cost Seattle to Scottsbluff and back is \$353 plus taxes

Hotel both places will be a wash if done carefully.

*Melanie Beardsley:* How much would it be for her to rent a car (is Uber a thing down there?)

*Marlane Hicks:* Are we going to reimburse the person that stays and takes her to the airport in Scottsbluff

*Cambria Harmon:* Or taxi to Scotts bluff?

*Nanette Walker Smith:* No rental available in Scottsbluff - rental counter not open on Sunday for return or Saturday late.

**Tom Page:** It is my observation that Casper is more convenient, even if more expensive. With no one staying overnight for sure.

*Melanie Beardsley:* I think we have to, Marlane unless someone wants to donate it.

**Tom Page:** I think flying into Casper is the answer.

*Nanette Walker Smith:* I am willing to be up there and would drive to get her, but I can't commit right now - don't have my work schedule that far out.

*Marlane Hicks:* I agree with Tom

*Nanette Walker Smith:* I would be staying 2 nights - no way in God's green earth I drive like that after CE all day long

*Marlane Hicks:* So yes we need to vote on this.

*Melanie Beardsley:* I agree...and I'm not willing to commit.

**Marlane Hicks:** I motion that we have Dr. Pattullo fly into Casper for the Fall CE.

**Roxane Rocks:** second

**Tom Page:** Motion Passes unanimously.

*Nanette Walker Smith:* We will not be able to reimburse her at the time of the meeting, or do you think we will Marlane?

*Marlane Hicks:* I don't see why we wouldn't be able to?

*Melanie Beardsley:* Usually, we can't as they still have receipts, etc. to turn in.

*Nanette Walker Smith:* Airport parking costs and travel can be calculated and submitted when she comes, just need her home address and where she parked - we can limit as well. 3 days parking at SeaTac. Uber-their lab to SeaTac = 84-190 one way; \$90 for 3 days of parking in general. IMHO we give her a budget and she can take what she wants there/back.

*Marlane Hicks:* **Then set the budget at \$100 for parking/shuttle**

*Nanette Walker Smith:* **I take that as a motion Marlane?**

*Marlane Hicks:* **Yes.**

*Nanette Walker Smith:* **I second that motion**

**Tom Page:** **Motion Passes unanimously for parking/travel to/from SeaTac budget limited to \$100 to be added to the contract.**

*Marlane Hicks:* Dr. Bittner \$875 Donation

*Nanette Walker Smith:* Donation TO whom? If it's to anyone other than the WyVTA it's a cost to us because we have to pay it out.

*Marlane Hicks:* WYVTA

*Nanette Walker Smith:* OK... if it's to us, then I will draft a properly worded document for our 501c3 that states he donated his services for this conference in the amount of the \$875, etc. Thank you :) That way if we get audited it shows that as a donation, and his IRS filing won't freak either; we have to show our TIN etc.

*Marlane Hicks:* I suggested that if we had to do something for him speaking at our fall CE...we offer him a tax credit for donating to a nonprofit (WYVTA)

*Nanette Walker Smith:* We don't give tax credit - we give him a letter that says he donated his time. The letter has all the appropriate letterhead, TIN #, and verbiage so that he can write that amount off his taxes and if we or he gets audited we are all legit. It's a letter of donation receipt

**Tom Page:** That covers the speakers.

**Tom Page:** Next is the update on sponsors, before we adjourn.

*Marlane Hicks:* I spoke with the Royal Canin rep last week and she is going to get back to me this week.

*Melanie Beardsley:* Do we have a format letter we are sending out? I would be happy to ask Abaxis if I could get a copy of it. Their local reps change pretty frequently and are in pretty infrequently.

*Nanette Walker Smith:* Melanie - I'll send you a sponsor letter in a moment just for you

**Tom Page:** Cambria - Scholarship

*Cambria Harmon:* So I unfortunately did not hear anything regarding keeping the scholarship or from the committee

*Melanie Beardsley:* I thought we had already cancelled it due to time this year. Students are already gone per Cristi.

*Nanette Walker Smith:* We did - in the minutes in the newsletter that went out.  
*Cambria Harmon:* It was mentioned by Cristi with Torrington that she believe there would be students who would benefit if we chose to continue with it this January.

*Cambria Harmon:* Well there was mention by members last month that thought we should keep it

*Nanette Walker Smith:* Yes, keep it, but not this year's Fall CE too late, per you, to get it promoted.

Since we'll be in Torrington it will be a good time to discuss with the school/students - even if you aren't there. But we need the scholarship committee to respond/represent as well. So that reminds me - Tom, this needs to be on the annual meeting docket.

*Cambria Harmon:* Yes, Cristi & I discussed it for Jan not next year. I'll plan to discuss scholarship for Fall semester 2019 and also what her and Tom discussed at the next meeting

*Nanette Walker Smith:* **I motion to adjourn**

*Roxane Rocks:* **second**

**Tom Page:** **Motion to adjourn passes at 9:36pm. Have a good month all.**

### **WyVTA Meeting July 8, 2018**

**Tom Page:** I call this meeting to order at 7:04pm

Treasurer's Report

*Aaron Tippet:* We did renew the PO Box: \$70. We approved May's Treasurer's Report at June's meeting. It will be posted in the July Newsletter.

*Nanette Walker Smith:* June and July's Treasurer Reports will also be posted in the July Newsletter and will need to be approved along with August's at August's meeting. September's Report should be presented at the board meeting in September so we can have as current up-to-date books for the Annual Meeting September 15.

*Deana Baker:* No reimbursements yet, but I'll need to buy some stamps and ink here soon

**Tom Page:** understand. Please send me and Aaron an email when you get to that so we can add it.

**Tom Page:** Mel, NAVTA Report?

*Melanie Beardsley:* NAVTA is discussing the Veterinary Nurse Initiative (VNI) <http://veterinarynurse.org/> at the AVMA leadership conference that we were invited to this month. They are open to meeting with us if we wanted them to per an e-mail from Ken Yagi.

*Melanie Beardsley:* NAVC Board of Directors is doing scholarships to attend NAVC's Vet Meeting and Expo (VMX) Jan 19-23 in Orlando.

[www.judgify.me/earlhippieveterinarynurseleadershipscholarship](http://www.judgify.me/earlhippieveterinarynurseleadershipscholarship) includes airfare, 6 nights stay, per diem 6 days, and 1 hands on lab.

*Cristi Semmler:* This is formerly the NAVC Conference

**Tom Page:** Thanks Cristi. Roxanne - Social Media

*Roxane Rocks:* Facebook is now moderated, so no more posts without us knowing about it first. There is info about the upcoming CE event and not much else.

We do need to approve guidelines to be potentially added to the CB. The following is what I propose:

**The WyVTA will implement the following guidelines for social media platforms, effective immediately:**

- All Facebook posts will be reviewed by administrators before being published to the page.
- Submissions to the newsletter and website will free of charge to WyVTA and WyVMA members in good standing. Fees for submissions from non-members are on a case-by-case basis.
- WyVTA reserves the right to edit submissions for grammar and relevant content, with final draft to be accepted by the party asking for the post. This stands for all social media platforms.
- Posts on all platforms will be available for approximately 60 days.
- Only veterinary content or veterinary related self-help information, as well as career opportunities will be considered.

**Tom Page:** Would that include job posts?

*Roxane Rocks:* yes

*Nanette Walker Smith:* Roxane had completed the **Social Media 'rules'** that we voted on last month and made them publishable. IMHO these **would be policies approved by the board so not an amendment - can change board to board.** Thus-we would just post them on Facebook, our webpage, and newsletter as policies and date them. Then board can refer to them as needed or reference them for interested parties. Should we need to update/revise, the individual board seated at that time would do that.

**Tom Page:** Deana - Membership/Certification

*Deana Baker:* This is the slow time of year for me thank goodness as I'm quite busy with other things in the summer. I have received several inquiries and I have one person to process.

*Nanette Walker Smith:* I received the updated membership list from Deana. Slight drop in numbers from last year, but not much!

*Nanette Walker Smith:* Deana will you make it to the Fall CE this year?

*Deana Baker:* I have asked for the time off.

*Nanette Walker Smith:* Excellent - will be a good time to review documentation and see how all the changes we've worked on are doing along with the biennial items, etc.

**Tom Page:** Nanette - Website

*Nanette Walker Smith:* So those of you that the new WyVTA emails fall under have already heard from me - everyone replied and we'll be good to go. I have already gone in and added signatures and set the system up. These will require LOG IN to use (they don't forward anymore). It's VERY EASY to use and I have a how to document that goes with it.

*Nanette Walker Smith:* Signature should remain short and sweet and WyVTA only related. The signatures should be standardized as in business, professional. If I forgot a credential or something, the how to doc tells you how to fix OR if you want to remove your phone number for example. I will help anyone that needs it. I've set the trash dump for 180 days to allow search just in case and we won't have a trillion emails to wade through - we may have to change that. Also set to Text/Html to avoid problems with colors/fonts. Any questions on this?

*Deana Baker:* Will we get notifications through our regular emails?

*Nanette Walker Smith:* No. You do need to login to retrieve emails so please set a reminder to check it a couple times a week based on your position's busy times.

*Nanette Walker Smith:* Ok I'll get this out ASAP. All emails and phone numbers other than Tom's phone have been removed from the website - help keep us all a little safer. Tom, we can remove that too, if you want.

*Nanette Walker Smith:* New emails will go up on the website this week - one change was [CVT\\_Members@wyvta.org](mailto:CVT_Members@wyvta.org)

**Tom Page:** It would be a good idea for us to contact those that we continue to do work with and get them to use the new emails.

Next is LOGO. Nanette has some information

*Nanette Walker Smith:* So for the logo - eVetSites can do this for us as part of our paid web service. First 3 options are based on the originals that Aaron worked on and some of the lettering styles I played with. They took the info I sent and gave us these additional 4. I sent these out to everyone on the board. We don't need to make a decision now, but the revisions to the website (colors and theme) likely will play off of these.

**Tom Page:** Would these be the property of the Association?

*Nanette Walker Smith:* yes

*Nanette Walker Smith:* Some of you have replied, so I'm wondering if we want to do a survey monkey to all our members to get a better idea of what folks like. We can adjust lettering, size, etc. too these are not final :)

*Nanette Walker Smith:* Ok [since everyone agreed a member survey was a good idea] Let's move on.

**Tom Page:** I had on here for the EWC reps. Cristi, as the VT Director, could you update? When does school start?

*Cristi Semmler:* 9/12. So, I am working on the Fall Semester Schedule at the moment. We are doing a community event - Showing The Language of Dogs in the Auditorium. On 9/21 we have a dog wash with Goshen County Search and Rescue adding a 5k

**Tom Page:** Does anyone object to the idea of putting something like that on our website calendar?

*Nanette Walker Smith:* We can add these to the website calendar as we get the website pages changed. Right now - I don't want to change too much because we are in mid rebuild. Cristi, these are things that would be great to put under EWC happenings in the newsletter - either reps or you can send those to me for that

*Cristi Semmler:* Students are MIA for the summer. Some of this is still in production. As soon as they are finalized, I will send you information.

**Tom Page:** Nanette - Newsletter

*Nanette Walker Smith:* Newsletter items are DUE ASAP = Sooner the better please. I will also send out separate Fall CE reg emails about a week after the newsletter to bump the CE. Early bird CE ends August 15 so we'll want to get that really pushed prior to that. That's it for newsletter

**Tom Page:** President's Report – Fall CE Vendor contacts:

- Idexx is in the works. Confirmed. \$1000 Check
- Hills - They have changes to policies. Don't know what this will mean
- Patterson and Elanco - I will be reaching out to them again tomorrow.
- Zoetis - Pending.
- Virbac - Haven't heard back. Suggested covering printing costs?
- Henry Schein – Approaching - Will also try for other company affiliates.
- Royal Canine – Marlane – reported covering snacks and drinks for breaks
- Idexx - Large Animal Division (Bovine) - Nanette - in progress
- Abaxis - Melanie

**Tom Page:** We need a list for break snacks and drinks. Please email Marlane or I snack ideas. We'll do a Sam's or Costco run for snacks/drinks. Suggestions were for mid-morning and midafternoon ONLY, no breakfast. JUST TO LET everyone know the Lecture hall is a 'water only' room/no food! Marlane's outline now has more answers filled in after my visit. We'll need to adjust since no food or drink in classrooms and we still need to hold our Annual Meeting which we usually due DURING lunch because we have a PowerPoint presentation.

*Nanette Walker Smith:* Really would like to encourage a tour of the new CTEC building - part of why we are having the CE there

*Cristi Semmler:* We are remodeling a lab in the core vet tech building this summer, so there is a bit of new to see there, as well

**Tom Page:** Marketing. I will reach out to the WYVMA and see if the can help spread our flyer in any email correspondence.

*Nanette Walker Smith:* I already sent to WyVMA and your doc Tom just a couple days ago. If you can bump her for that it would be great.

*Nanette Walker Smith:* Cristi - Dr. Bittner said he'd gotten inquiries from other states about CE - I would really like to get those contacts so I can get this information out to them ASAP... can you help? I haven't gotten anything from Dr. B yet

**Tom Page:** This would be of great help Cristi. We need to try to get a lot of folks to attend.

*Nanette Walker Smith:* I also reminded both speakers this week that proceedings are due by Aug 1, preferably earlier so they can be formatted and put into the proceedings packet.

Tom and Marlane have their items to prep for that as well.

*Melanie Beardsley:* The South Dakota, Big Sky, and Idaho tech associations are active on FB. I have just sent them copies of our fliers and registration forms in the past

*Nanette Walker Smith:* Marlane said we've only gotten 2 registrations so far.

**Tom Page:** Board, refer to the email that I sent from Dr. Walker.

**Tom Page:** Ok. Pros and cons. We have had limited number of attendance in the past so it is a lot to offer.

*Nanette Walker Smith:* Numbers wise:

\$500 scholarship is 7 students (7 \* \$70 = \$490); 20 students as referenced in Dr. Walker's letter is \$1400.

Pro: Students wouldn't take hotel rooms

Con: We do have to feed them-just as any other registrant (if they are free, WyVTA pays for their food: \$15/plate \* 20 is an additional cost to association of \$300

Other: The letter from Dr. Walker doesn't identify how many students we're talking about total.

We still have to pay Dr. Pattullo which is going to be a nice chunk due to the airfare, 2 hotel nights, and travel/parking. At best we have to cover that (~\$1825).

*Melanie Beardsley:* (Thanks for the math, Nanette.) The way I see it, we have \$500 that we are not offering in scholarship to help them out. And we need to have space for all of our paying members

**Tom Page:** Cristi did Dr. Walker say how many would be being paid for by chance.

*Melanie Beardsley:* What is the capacity of this place?

**Tom Page:** Dr. Bittner said about 100 seats

*Cristi Semmler:* We have just over 20 that have made it to second year classes. But, I cannot see many of them attending

*Melanie Beardsley:* Even for free, Cristi?

*Cristi Semmler:* It is my understanding that you are saving the cost of a speaker (With Dr. Bittner) and location? Dr. Walker is sending me a copy of the email.

*Cristi Semmler:* My officers are the ones that are more likely to participate. I sent out the flyer, and have not had much response. It's summer, they are not as reliable about checking emails

**Tom Page:** Dr. Walker asked to have 20 enter for free and that EWC would pay for the rest, but that was unspecified.

*Cristi Semmler:* The club would be covering the rest

**Tom Page:** Right. We just don't know what that number is.

*Nanette Walker Smith:* Yes, saving on Dr. Bittner, but not on the other speaker. Cost difference being in Torrington is not much difference than one speaker in Casper which is why we really need to market attendance. We will lose a large number of people from the west half of the state so we need to draw from NE, KS, CO potentially.

*Cristi Semmler:* We won't have much time when school starts back up. But what if we could fill the unfilled seats with students?

*Nanette Walker Smith:* We don't have the ability to reach out to past graduates if they aren't WyVTA members, etc.

**Tom Page:** Good idea Nanette

*Melanie Beardsley:* I think SD is a possible draw state, too. It is only a few hours travel time to Rapid City, Spearfish, etc.

*Roxane Rocks:* So back to the 20 students we are being asked to cover the cost on...how much does it actually cost us to have them in attendance?

*Cristi Semmler:* Our graduates from the last 2 yrs. received the flyer via email, if they had an active EWC account

*Nanette Walker Smith:* Excellent flyer!

*Cristi Semmler:* \$70 each per the flyer

*Nanette Walker Smith:* Roxane, Marlane's not here to answer, but realistically = food. We lose the income to cover the speaker - so yes, that's where the \$70 comes in if we don't have enough registrants to break even.

**Tom Page:** We are looking at a lunch budget of 12 -15\$ at this time based on what I heard from Marlane

*Cristi Semmler:* I have discussed before - Realistically if you want to get students to attend - Charge them for lunch

*Nanette Walker Smith:* GOOD part is the venue will hold up to 100 so that takes care of that aspect. And we could offer that to Dr. Walker that if we have 20 attend for free (no reg) they would have to pay for lunch.

*Cristi Semmler:* When I attended VMX, CACVTA, Minnesota - students pay for their meals

*Nanette Walker Smith:* That would/could be a part of the \$500 scholarship if we wanted to look at it that way, but AGAIN - the scholarship IS NOT a part of the CE finances... it is a separate entity... we just deliver it to a student that wins it at the fall CE. Does that make sense to everyone? I think that's where the confusion keeps coming in.

**Tom Page:** Let me suggest this, I will reach out to Dr. Walker talk to her some more and report back to the group with Cambria on board over the next two weeks.

*Nanette Walker Smith:* Yes. Need to be clearer.

*Melanie Beardsley:* I thought we were not doing the scholarship and using the money to encourage students to come to the CE instead?

*Nanette Walker Smith:* Yes, that was the plan Mel = we elected not to do the scholarship = too late to advertise, etc. This new proposal came from Dr. Walker at the school.

**Tom Page:** Yes. These are a separate project

*Nanette Walker Smith:* In the meantime keep working together to get the word out. I'm trying really hard to get there this year.

*Melanie Beardsley:* If we say meals/snacks= \$20 then 20 students is within the \$500 budget. And may increase future CE meeting attendance and WyVTA interest

*Roxane Rocks:* Melanie my thoughts exactly

*Cristi Semmler:* You could boost membership and revenue by networking with them as students, but we have to get them there. And the students are not likely to pay what you are asking.

*Nanette Walker Smith:* Exactly Cristi = that was one reason in coming to EWC. We're bringing conference to them = not a trip to Orlando

*Aaron Tippet:* But we still need 25 full registration fees to pay our 1 speaker. Just to beat a dead horse, we only had 21 attendees last year

*Melanie Beardsley:* That really should be doable. It's just hard to know with such a drastic location change.

**Tom Page:** I will draft a new clarification email with Dr. Walker, Cambria, and Nanette and get back with everyone. That is why we have to reach out to Dr. Walker to see what she was thinking. We just can't answer it right now.

*Cristi Semmler:* I agree. She asked when the next meeting is. Consider invited her to that as well.

*Nanette Walker Smith:* Sounds like a plan

*Melanie Beardsley:* Cristi, you said earlier that you didn't think there would be that many interested. It may be we offer for 20 and we only get 10 or 15 that register, too.

**Tom Page:** Great Idea Cristi. I think requires us to do communication in the meantime.

*Nanette Walker Smith:* REALLY glad you are here tonight Cristi. When we get this figured out = we'll need to make a special reg form for the students IMHO to make sure we track this appropriately for future reflection.

**Tom Page:** I am glad you were all here to add to this group.

*Melanie Beardsley:* It should be easy to track as there is the student box to check on the registration form. Or at least if the "discounted" ones from the college come in together.

*Nanette Walker Smith:* Yes Mel, but if we change price - it gets confusing it won't match up

*Cristi Semmler:* What if student registration for EWC is done through the college

*Nanette Walker Smith:* We still need the form filled out. It's how we track attendance, certificates, etc. and how we'll follow up with them for future.

*Cristi Semmler:* Forms can be scanned. Students don't get CE. They cannot use it

*Nanette Walker Smith:* Yes, those could come in together, but we need the reg forms and they have to be identified otherwise the bookkeeping is a nightmare.

*Melanie Beardsley:* We could ask Dr. Walker to give us a list of the first 20 that we sponsor and any others that she sponsors, for example

*Nanette Walker Smith:* It's a good practice for them to start getting certificates now - they get used to keeping them and understand the importance of it. I teach this all the time. EVEN if it doesn't count it does if they attend, they can use it for job applications to show completion.

*Melanie Beardsley:* Honestly, I just thought it would be first come, first served. We sponsor 20, and let the ones that come in after that know they have to pay at the door.

*Nanette Walker Smith:* We still need the forms done. No, Marlane has to know numbers in advance for food, 20 is a big number to plan or not plan for. If we add 20 and 5 show we have a ton of extra food we paid for and no one showed or paid for. If we add 20 and 20 PLUS 15 show, 15 go hungry and we can't change that because we didn't know they would be coming, Vet Techs need to plan and organize their lives. It's not wake up and feel like 'o maybe I'll attend CE today' Need to understand that things are planned for.

*Melanie Beardsley:* I'm using it as an example as that was the number Dr. Walker mentioned. It could be 5 or 10 or whatever we decide.

*Melanie Beardsley:* Exactly, we need the forms.

*Nanette Walker Smith:* OH and I forgot - PRINTED PROCEEDINGS.... so that's another cost. Not sure on that cost until I get the proceedings from the speakers. All registrants get printed proceedings. PDFs many can't type on if they don't have adobe format on devices. These are proceedings, not word for word what is being given in lecture. They will have to take notes. Could easily do PDF esp. if color items

*Cristi Semmler:* Do a PDF for the students - they all have a mobile device. Heck most everyone could do it that way and save that cost

**Tom Page:** WOW! That is a great Idea.

*Cristi Semmler:* At VMX, you get a choice. They give a small notebook.

Many people type on a separate document on their computer.

*Nanette Walker Smith:* Anyway... more info coming from Dr. Walker. I think we can find a solution :) just need to be more specific. Good to know numbers

**Tom Page:** This discussion is good. We can use it to come up with a solution.

*Cristi Semmler:* Attendees can adapt, if they know in advance.

*Nanette Walker Smith:* Most places do PDFs you can download. I have adobe acrobat on purpose so I can type notes. However, some places lock them so you have to play with them to make notetaking easier. We copyright the proceedings to the speaker and WyVTA Fall CE conference

*Aaron Tippet:* PDF could be sent to early registers and if they want to print it they can or they can bring a note book and we can cut down number printed

*Nanette Walker Smith:* Exactly Aaron, we can do that, or once we get the website up to date they may be able to download there. We'll have to check (may be next year on that detail). All details.... in progress.

*Cristi Semmler:* Some places offer and charge for a PDF

*Melanie Beardsley:* A lot of the speakers are not comfortable with it being sent out ahead of time. I know the year I did it they were not ok with that

*Nanette Walker Smith:* Already in progress on proceedings - of course I have to GET them first!

**Nanette Walker Smith: I motion to adjourn**

**Aaron Tippet: 2nd**

**Tom Page: Motion Passes unanimously.** Meeting Adjourned at 9:02pm

## SOCIAL MEDIA POLICY APPROVED

-Roxane Rocks, CVT; Member-At-Large

At its June 3, 2018 meeting, the Board approved the draft for posting to our social media platforms including the newsletter, website, and Facebook, as well as any other social media pertaining to the WyVTA. The completed policy, which is a policy able to be updated as needed by the sitting Board will be posted to our website alongside our Constitution and Bylaws and to our Facebook page as soon as possible. Here is your copy:

***The WyVTA will implement the following guidelines for social media platforms, effective immediately:***

- All Facebook posts will be reviewed by administrators before being published to the page.
- Submissions to the newsletter and website will free of charge to WyVTA and WyVMA members in good standing. Fees charged for submissions from non-members will be on a case-by-case basis.
- WyVTA reserves the right to edit submissions for grammar and relevant content with final draft to be accepted by the party requesting the post. This stands for all social media platforms.
- Posts on all platforms will be available for approximately 60 days.
- Only veterinary content or veterinary related self-help information, as well as career opportunities will be considered.

***Approved by the 2018 WyVTA Board on June 3, 2018***

## NEW LOGO UPDATE:

All members received a Survey Monkey link via email on July 11 to help the Board narrow the selections for a new Association logo. Thank you to everyone that took the survey. On the following page, you'll see the breakdown from the survey. We'll have some updates done based on this information and update you ASAP!

option 1



option 2



Option 3



option 4



Option 5



Option 6



Option 7



| Choices (Q1 & Q2)                    | Option 1 | Option 2 | Option 3 | Option 4 | Option 5  | Option 6 | Option 7 | Totals    |
|--------------------------------------|----------|----------|----------|----------|-----------|----------|----------|-----------|
| #1 favorite based on overall layout: | 2        | 2        | 4        | 4        | 8         | 2        | 1        | 23        |
| #2 favorite based on overall layout: | 6        | 3        | 4        | 3        | 2         | 2        | 2        | 22        |
| <b>Totals</b>                        | <b>8</b> | <b>5</b> | <b>8</b> | <b>7</b> | <b>10</b> | <b>4</b> | <b>3</b> | <b>45</b> |

\*Ranked order of preference: 1<sup>st</sup> place: Option 5; 2<sup>nd</sup> place: Option 1; 3<sup>rd</sup> place: Option 3

| Q3 & Q4   | Changes to #1 choice<br>(may or may not be option #5, 1 or 3) | Changes to #1 choice<br>(may or may not be option #1 or 3) |
|---|---|--|
| Lettering style and/or size                                     | 8   | 5  |
| Lettering color(s)  | 1   | 2  |
| Color of the buffalo  | 5   | 5  |
| Position of the VT logo   | 1   | 2  |
| Position of the lettering                                       | 2   | 4  |
| Direction the buffalo is facing (left or right) - if applicable | 2   | 1  |

| Q5   | Yes | No | Unsure |
|--|-----|----|--------|
| If you were able to change your second option item, would it then become your first choice for the new logo? | 4   | 7  | 11     |

| Q6  | No        |
|---|-----------|
| Would you prefer something other than a buffalo for our logo? | Unanimous |

**2018 WyVTA Board**

|  |  |
|--|--|
| Tom Page, AAS, CVT                       | President                              |
| Kati Martin, CVT                         | Past President; Scholarship Committee  |
| Marlane Hicks, CVT                       | Vice President                         |
| Aaron Tippit, VA                         | Treasurer                              |
| Deana Baker, CVT                         | Membership                             |
| Nanette Walker Smith, MEd, RVT, CVT, LVT | Secretary; Advisor                     |
| Melanie Beardsley, CVT                   | NAVTA Rep; Scholarship Committee       |
| Cambria Harmon, AAS, LVT, CVT            | Member-At-Large; Scholarship Committee |
| Roxanne Rocks, CVT                       | Member-At-Large                        |
| Amanda Johnson                           | EWC Student Rep-sophomore              |
| Kristi Hamilton                          | EWC Student Rep-freshman               |
| Jackie Van Noy, CVT                      | Webmaster                              |

**JOB BOARD:**

Would you like to post your job listings in our newsletter or ONLINE at our website or on our Facebook page? Please contact the [Secretary@wyvta.org](mailto:Secretary@wyvta.org) for assistance. And see our social media policy posting at our website, Facebook page, and in this newsletter policies.

**CONTACT US:**

|  |  |   |
|--|--|---|
| <a href="mailto:President@wyvta.org">President@wyvta.org</a>     | Tom Page, CVT, AAS                       | Association Information not covered by other board positions  |
| <a href="mailto:VicePres@wyvta.org">VicePres@wyvta.org</a>       | Marlane Hicks, CVT, LVT                  | Fall Continual Education/Annual Meeting Information   |
| <a href="mailto:Secretary@wyvta.org">Secretary@wyvta.org</a>     | Nanette Walker Smith, MEd, RVT, CVT, LVT | Newsletter, Press Releases, Promotional, Information  |
| <a href="mailto:CVT_Members@wyvta.org">CVT_Members@wyvta.org</a> | Deana Baker, CVT                         | All information and questions regarding Active and Associate Membership and Certified Veterinary Technician credentialing |
| <a href="mailto:NAVTARep@wyvta.org">NAVTARep@wyvta.org</a>       | Melanie Beardsley, CVT                   | All questions of a national credentialing nature and the National Association of Veterinary Technicians in America        |

# Wyoming Veterinary Technician Association

## 2018 Annual Continuing Education Conference



**Saturday, September 15, 2018**

**8:00am – 5:00pm**

**Eastern Wyoming College CTEC Building**

**3200 West C St**

**Torrington, Wyoming 82240-1699**

### Guest Speakers:

**Edwin C Bittner, VMD**

Dr. Bittner graduated from the School of Veterinary Medicine at the University of Pennsylvania in 1975. He also received a Bachelor's of Science degree from the College of Agriculture at the University of Wyoming in Microbiology. Dr. Bittner was the Base Veterinarian at Canon AFB, New Mexico and the Chief of Veterinary Services at Eielson AFB, Alaska, then owned and operated Hot Springs Road Veterinary Service, a mixed veterinary practice, for 20 years in Two Rivers, Alaska. Dr. Bittner became a veterinary technology instructor at Eastern Wyoming College in 2001.

**Kimberly Pattullo, DVM, MVSc, DACVP**

Dr. Pattullo graduated from the University of Saskatchewan as a Doctor of Veterinary Medicine in 2007. She practiced small animal medicine for 4.5 years before returning to the University of Saskatchewan to complete her residency and Master of Veterinary Science degree in clinical pathology. After completing her ACVP board exams, she worked as a clinical instructor at the University of Illinois at Urbana-Champaign for 2 years before transferring to Phoenix Central Laboratory just outside Seattle, Washington.

### SCHEDULE:

- 8:00am-10:00am: Immunology Part 1 – Edwin C Bittner, VMD**
- 10:15am-11:45am: Immunology Part 2 – Edwin C Bittner, VMD**
- 12:00pm-1:00pm: Annual WyVTA Membership Meeting, 2019 Board Elections & Luncheon**
- 1:15pm-2:45pm: Cytology Part 1– getting the most out of your submissions to maximize the chances of a diagnosis – Kim Pattullo, DVM, MVSc, DACVP**
- 3pm-5pm: Cytology Part 2– getting the most out of your submissions to maximize the chances of a diagnosis – Kim Pattullo, DVM, MVSc, DACVP**

### REGISTRATION\*:

**Postmarked by August 15, 2018:**

**EWC-Torrington VT Program Students=\$70; or WyVTA Members=\$85, or Non-Members=\$105**

**Postmarked after August 15 or onsite (regardless of membership status) = \$120**

\* Includes: Lunch (*meat and vegetarian selections*), mid-morning and mid-afternoon snacks

\*\**Luncheon selection not guaranteed for onsite registrations*

### HOTEL INFORMATION:

**America's Best Value Inn – Torrington, 1548 S, Main St, Torrington, WY 82240; Phone: (307) 532-7118.**

**Reserve early, limited number of rooms reserved; use the Group Code Wyoming Veterinary Technician Association.**

**Reserved Room Rate: \$84.60/per person + taxes.**

### Contacts:

**Registration Questions:** Marlane  
[mar\\_hicks@yahoo.com](mailto:mar_hicks@yahoo.com); 307-251-0536

**Nominations:** Tom  
[wyocvt@gmail.com](mailto:wyocvt@gmail.com); 307-262-3655

**Up to 7 hours of CE**

**WyVTA approved for Certified Veterinary Technicians  
\*Submitted for DVM approval to the  
Wyoming Board of Veterinary Medicine**

Wyoming Veterinary Technician Association  
2018 Continuing Education Registration  
Sept 15, 2018

Please **PRINT**:

Name: \_\_\_\_\_

Mailing Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

**WyVTA member?** (circle one) Yes No      **WyVMA member?** (circle one) Yes No

**Registration: (Select one)**

- Early EWC-Torrington VT Program Students \$70 (Post marked on or before August 15<sup>th</sup>)
- Early Member Registration \$85 (Post marked on or before August 15<sup>th</sup>)
- Early Non-Member Registration \$105 (Post marked on or before August 15<sup>th</sup>)
- Late Registration, regardless of membership \$120 (Post marked after August 15<sup>th</sup>)

**Make checks payable to:** Wyoming Veterinary Technician Association

**Please mail registration with check or money order payment included  
made out to: WyVTA**

**Send to:**

Marlane Hicks, CVT  
776 Reshaw Circle  
Evansville, WY 82636

**Payments MUST BE MAILED TO ARRIVE no later than September 7  
to ensure processing.**

Please contact Marlane if any questions at 307-251-0536.