



In This Issue

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- Fall Convention Wrap-Up
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- Newsletters going... Digital!
- Much More!!!

Next to life itself, God's most gracious gift is sight and to the service of this great gift of sight, we wish to dedicate our efforts.

WPA Mission Statement

Wisconsin Paraoptometric
Association
www.wpa-eyes.org

President's Message...

“ Great things in business are never done by one person. They're done by a team of people. ”
- Steve Jobs

First, I want to take this opportunity to say **THANK YOU** to all of the WPA Board Members, WPA Members, WOA Doctors, vendors, educators and businesses that all played a part in making a great and successful Fall Convention 2017! We had 30 courses to choose from, 11 speakers and a variety of CPO/CPOA/CPOT/CPOC, ABO/NCLE and COVT credits approved. We raffled off an awesome prize (two night stay at the Kalahari Resort) during our 44th Annual Business Meeting, and a swashbuckling time was had by all at our pirate themed hospitality night. Thank you again to everyone who made this event a success! Now let's take a look at upcoming events, changes and opportunities in WPA for 2018...

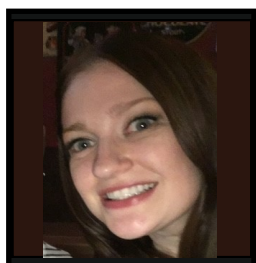
Our **Spring One-Day** education event will be on Saturday, **May 5th, 2018** located at the Central Wisconsin Convention and Expo Center in Rothschild, WI. If anyone has any ideas and suggestions for speakers or course topics please feel free to email me.

This will be our last paper edition of the WPA Newsletter! In order to save our organization money and to conserve paper we will be going digital! This newsletter along with all future editions can be found at www.wpa-eyes.org. All WPA members will receive an email notifying you when new editions are available or you can check our Facebook page for updates as well.

And lastly, the **WPA Vice-President position is open for 2018**. For more information please refer to page 4 of this newsletter or contact Ashley at 608-849-4040 or president@wpa-eyes.org. I wish everyone very Happy Holidays!!!

Ashley Sommers, CPO
WPA President

2018 Board of Directors & Staff



President

Ashley Sommers CPO
president@wpa-eyes.org



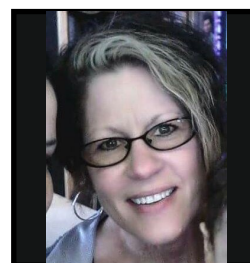
Vice President

Interested paras should
contact Ashley at
president@wpa-eyes.org



Secretary

Kim Jelinske
secretary@wpa-eyes.org



Treasurer

Julie Steebs CPOA/ABOC
treasurer@wpa-eyes.org



District 1 Liaison

Josh Woodbury, CPOT
liaison@wpa-eyes.org



District 1 Liaison

Tamara Leider, ABO/CPO
liaison@wpa-eyes.org



District 2 Liaison

Sheryl Anders
liaison@wpa-eyes.org



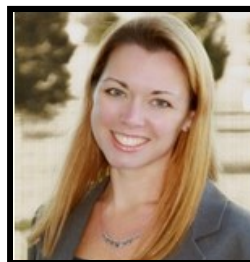
District 2 Liaison

Ryan Goga, CPO
liaison@wpa-eyes.org



Administrative Support

Rita Clark
marketing@wpa-eyes.org



WOA Liaison

Dr. Amber Dentz
amberdentz@gmail.com



VOSH Representative

Karen O'Connor, ABO
karen.oconnor@deancare.com

Let Us Introduce Your New Treasurer

Julie Steebs, ABOC, CPOA-

My name is Julie Steebs, ABOC, CPOA. I have worked in the field of Optometry for about 15 years. For the last 4 years I have enjoyed working as a Certified Optician at the Marshfield Clinic branch located in the beautiful north woods town of Minocqua, where at almost any given time you can look out the window and find deer grazing on the grounds of the clinic. I am the proud Mom of 2 sons, Sam(31) who is married to Tanya, wonderful parents to the love of my life, my smart and curious 5 yr old Grandson Keane,

and Vaughn(35) who lives with his fun loving better half, Racheal. When I'm not busy spoiling my grandson, I am working on my newly purchased home located in Lake Tomahawk where I live with my 11 yr old black lab Harley.

I look forward to working with this fun, talented and inspiring WPA group. I'm excited to see what 2018 brings all of our members in the way of education and learning, I'm sure it will be a wonderful year. Thank you all for your kindness, trust and support.

Thanks for the Memories



Tamara Travis, CPO, COA
Served on WPA Board
2010-2017

Hello Fellow Paras,

By the time you read this I will be in the great state of Tennessee starting a new chapter of my life. I will miss so many things about Wisconsin and the Wisconsin Paraoptometric Association is on the top of my list. I was so honored to

serve on your board and as your president and I will miss the dear friends I have made in that time.

Your club will be in great hands with your new board members and I look forward to hearing about your accomplishments.

Best wishes to all of you!

Sincerely,

Tamara Travis



Betty Herrell, CPOA
Served on WPA Board
2007-2017

Dear Wisconsin Paras,

“For everything there is a season, and a time for every purpose under heaven.”

Ecclesiastes 3:1

The last 10 years serving on the board of directors for the Wisconsin Paraoptometric Association has been a sea-

son of learning, challenges, new friendships of paras and

doctors all over the United States and seeing the organization grow and thrive. I have enjoyed bringing education topics for all the newest challenges like HIPAA compliance, ICD-10, Meaningful Use, Electronic Health Records, while continuing to provide education for every department in the optometric practice.

A relationship began in 2013 with the Vision Therapy practices to bring education to their staff while helping each office understand the needs of many patients for vision therapy. This relationship has been a growing process but has made the Wisconsin Paraoptometric Association a more well-rounded organization. These last 2 years as Past President has helped me to release the organization into the hands of a great group of paras. I know I will be leaving this organization in good hands and I am excited to see where the organization goes in the next 10 years.

Thank you to my doctors for supporting me in serving on the board both financially and personally. All the calls and emails that I have handled during office hours and thank you for letting your office basement be the storage spot for the boxes and boxes of documents that are the history of the WPA.

Fellow Paras, I leave you with this challenge, the WPA is the great organization today because of the people that are willing to give of their extra time and it will only continue if you step up also and are willing to help. We have positions still open on the board that will be a great fit for whatever your skill set is and you will love working with this team.

Thank you and I look forward to seeing you at the next WPA education event.

Past President, Betty J Herrell, CPOA



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Ways to Get Involved

Vice-President



The WPA Vice-President position is open for 2018. This position offers you an opportunity to meet professionals in the optometric field across the country and in your backyard.

The Vice-President works under the mentorship of the President and collaborates with the other board members so you are never alone.

The position is a 6 year commitment, 2 years as Vice-President, 2 years as President and 2 years as Past-President. This position requires your dedication and is a time commitment but is an amazing experience and opportunity... 100% worth it!

If you are looking for a new way to expand your resume and further your optometric career, please contact me and I will answer any questions you

may have. We're a progressive and proactive Para organization and we look forward to speaking with you!

Contact WPA President, Ashley Sommers, CPO at 608-849-4040 or president@wpa-eyes.org.



Volunteers Needed

Special Olympics– Opening Eyes

Saturday, April 7th in Oshkosh, WI

Friday, June 8th in Stevens Point, WI

No Experience Necessary

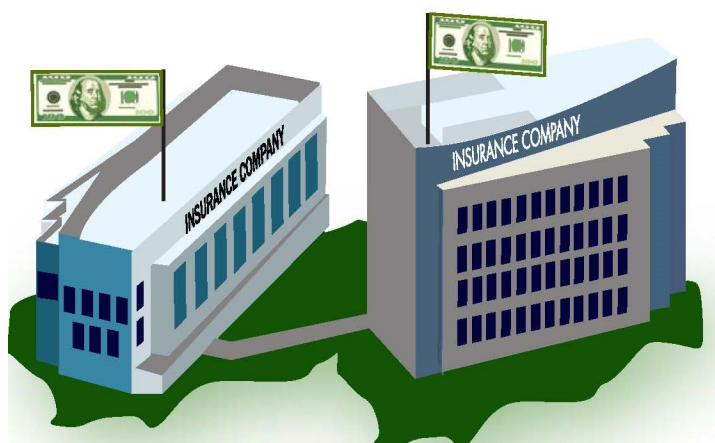
The Special Olympics Lions Clubs International Opening Eyes Program was established in 1991 and has been held in Wisconsin since 2001. In that time, over 130 different WOA member optometrists have volunteered 474 days' worth of service, examining 7,402 athletes and dispensing 5,827 pairs of glasses and prescription sports goggles. Dr. Kelley Knueppel serves as program clinical director for the Special Olympics Lions Clubs International Opening Eyes Program in Wisconsin.

Brianna Moon-Mayhew, from New Horizons Vision Therapy Center reported on the event, "It was an easy and awesome way to give back to the community. I met great people, the athletes and other Paras from around the state. I specialize in vision therapy and have no optical or primary care experience but the training and instructions were simple and clear. There's a station for every experience level. I look forward to volunteering again in 2018!"

Contact Kim Jelinske for more information at 262-784-9201 or secretary@wpa-eyes.org



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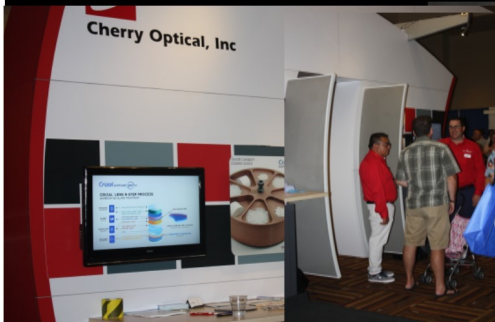
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FALL CONVENTION 2017

Fantastic Education & Great Sponsors



more pictures and videos
on the WPA Facebook Page



HOSPITALITY NIGHT

..... it was a swashbuckling' time!



Congratulations to the WPA 2017 Para of the Year Winner

Christine Neuens, CPO Stine Eye Center, Weston, WI

Christine is very deserving of this award. She has 12+ years of experience in the Optometric field and has been capable of learning every position in the practice. Christine started in patient services then trained as a technician and currently is an insurance coordinator. She is our team leader and an incredibly humble one, at that. Her current position includes handling all the claims, payments, contracting with plans, along with handling patient questions on insurance and billing. Christine also has taken on the role of surgery referral coordinator. She is willing to assist in all departments when there is a need and when someone calls in sick, she is the first to volunteer to stay late. Christine also took a course in sign language to facilitate in exams with patients who are hearing impaired.

Christine volunteers her time at our local food pantry called the *Neighbors Place*. Her mother passed away from breast cancer several years ago and she organizes teams to run/walk in the Susan G. Komen race. This past year, she traveled with her church to Bolivia on a mission's trip where they served hungry and oppressed people. She has been involved in organizing Women's Retreats for the ladies in her church, and volunteers at Free Clinics and is willing to visit nursing home residents to clean eyewear.

Christine has always chosen to work part time in an effort to support her husband and two children. She is an excellent mom and wife, very committed to her family. She is an outstanding team member and can always be counted on to organize staff parties, team building exercises, and office events. I would have to say that in working with her for 12 years, I have never seen her have any conflict with her peers because she is such a kind and humble lady. I think that's extremely rare. When it comes to Christine, you can't tell if she is having a bad day, as she is always pleasant and cooperative. Her coworkers would all say "We couldn't do without her".



And the Winner is...



VOSH Scholarship Sue Laskowski

Pictured (L-R)-
Tami Travis-Wolgram
Sue Laskowski
Karen O'Connor



WINNER of the Board Meeting Door Prize

Pictured (L-R)-
Liza Janssen
Tami Travis-Wolgram

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Certification News

ONLINE Optometric Technician Program

"If you are working in an eye care setting, you are eligible to apply for the online Optometric Technician program at Madison College. We offer the only accredited online program in the nation. You can earn a Technical Diploma completely online. Upon completion of the program students may skip the first two exams (CPO, CPOA) and you're eligible to sit for the Certified ParaOptometric Technician (CPOT) examination.

Established in 1978, the Optometric Technician Program is a technical diploma program that may be completed in four semesters of part time study. The online program accepts new students in August and January.

The technical training includes optometric terminology, optical properties of light, patient pretesting skills, frame and lens selection, eyeglass adjustment, contact lens patient education, ocular anatomy and physiology, visual training and practice management.

Frequently Asked Questions:

- What do the classes cost? All online students pay the resident tuition rate! Each of the classes are 2 or 3 credits. Detailed tuition fees can be found on the program website.
- Are the classes self-paced? Classes are NOT self-paced. The courses are structured into units and most classes are interactive with a mix of discussions, web site reviews and assignments.
- Will I receive credit for my on-the-job knowledge? Yes! Online students apply (at no cost) for experiential learning credits for three courses.
- Do I need to come to the Madison College campus? No, you would not need to come to the campus. For more information please visit our website: <http://madisoncollege.edu/optometric-technician-online-program>"



WPA Certification Scholarship!

The WPA offers \$50 to any para that has taken a Certification Review course at one of our education events then goes to sit for the test (within 1 year of class attendance)

Proof of the testing and attendance for the review courses will be required.

If you qualify please contact
Ashley Sommers WPA President
president@wpa-eyes.org

The CPC provides the schedule for the 2018 examinations. The CPO™, CPOA™, CPOT™, and CPOC examinations are administered during an established two-week testing period four times yearly, Monday through Saturday excluding holidays, at computer-based testing facilities managed by PSI.

2018 Examination Dates

All applications are due by 9pm Eastern Time of the application or late application deadline date.

Visit the AOA Paraoptometric Section for more information on Certification at...

<https://www.aoa.org/paraoptometrics/certification>

Testing Dates	Application Deadline (<i>\$50 late fee will be incurred for applications submitted after this date</i>)	Late Application Deadline (<i>Applications will not be accepted after this date</i>)
Feb. 10 - 24	Friday, Dec. 29, 2017	Friday, Jan. 12, 2018
May 5 - 19	Friday, Mar. 23, 2018	Friday, Apr. 6, 2018
Aug. 11 - 25	Friday, July 6, 2018	Friday, July 20, 2018
Nov. 3 - 17*	Friday, Sep. 21, 2018	Friday, Oct. 5, 2018



December 31st, 2017

2018 WPA Early Bird
Membership Renewal Deadline

March 10th, 2018

What's New University
Lambeau Field- Green Bay, WI

April 7th, 2018

Special Olympics
UW Campus- Oshkosh, WI

May 5th, 2018

WPA Spring One Day education event
Central Wisconsin Convention & Expo Center-
Rothschild, WI

June 8th, 2018

Special Olympics
UW Campus- Stevens Point, WI

June 20th-24th, 2018

Optometry's Meeting 2018
Colorado Convention Center- Denver, CO

September 28th-29th, 2018

WPA Fall Convention 2018
Kalahari Resort- Wisconsin Dells, WI

WPA Financial Report

submitted by Sheryl Anders Treasurer

6:10 PM
11/07/17
Cash Basis

Wisconsin Paraoptometric Assoc Profit & Loss January 1 through November 7, 2017

	<u>Jan 1 - Nov 7, 17</u>
Income	
Fall Convention	
Fall co. reg. Paid by Check	11,095.00
Fall con. reg. Paid by Check	4,975.00
Fall con. reg. Paid by Pay Pal	3,740.00
Fall convention - contribution (Donations or Sponsorships)	1,350.00
Total Fall Convention	<u>21,160.00</u>
Interest Income	135.47
Membership Dues	
Membership Dues - Checks (Dues paid with checks)	2,895.00
Membership Dues - Pay Pal (Membership paid through Pay Pal account)	3,100.00
Total Membership Dues	<u>5,995.00</u>
Newsletter Adv	855.00
Spring 1 Day Event (Registration Fees)	<u>3,390.00</u>
Total Income	<u>31,535.47</u>
Gross Profit	31,535.47
Expense	
Board of Directors - Mileage (Mileage paid to directors)	
Dist 1 Liaison	328.49
Dist 2 Liaison	324.21
Past President	83.46
President	322.91
Secretary	274.99
Treasurer	308.16
Vice President	378.78
Total Board of Directors - Mileage (Mileage paid to directors)	<u>2,021.00</u>
Fall Convention	
Course Certification (Cost of certification of courses)	485.95
Education (Fees paid for any education speakers)	9,346.31
Food (Luncheons, Break out food, Hospitality food etc)	11,639.89
Mailings (Convention Registrations to members and ODs)	109.83
Other (Expenses not covered in other Fall Conv categories)	50.17
Printing (Printing costs for any materials for attendees)	333.51
Supplies (paper, decorations etc associated with convention)	105.27
Total Fall Convention	<u>22,070.93</u>
General Operating Expenses (Expenses related to operation of the WPA ie: paper, envelop...	563.39
Marketing	
RC Media	4,631.25
Website	1,105.00
Total Marketing	<u>5,736.25</u>
Miscellaneous (Expenses not covered in other categories)	5.58
Newsletter	
Newsletter postage	134.12
Printing (Cost of printing/layout of newsletter)	1,073.63
Total Newsletter	<u>1,207.75</u>
Optometry Meeting (Expenses of President and other board member attendance of OM)	3,292.82
Pay Pal Fees (Fees paid to Pay Pal for CC processing of membership)	237.30
Scholarships	
VOSH	600.00
Total Scholarships	<u>600.00</u>
Spring 1 Day Education	
Course Certification	75.00
Education	506.00

WPA Financials *continued*

6:10 PM
11/07/17
Cash Basis

Wisconsin Paraoptometric Assoc Profit & Loss January 1 through November 7, 2017

	Jan 1 - Nov 7, 17
Food	1,522.34
Rental	435.00
Spring 1 Day Education - Other	43.90
Total Spring 1 Day Education	2,582.24
Tax Accountant	198.00
Total Expense	38,515.26
Net Income	<u>-6,979.79</u>

6:16 PM
11/07/17
Cash Basis

Wisconsin Paraoptometric Assoc Balance Sheet As of November 7, 2017

	Nov 7, 17
ASSETS	
Current Assets	
Checking/Savings	
Nicolet Bank - CD	13,193.11
Nicolet Ntl Bank - Checking	9,063.13
Nicolet Ntl Bank - Money Market	35,943.47
Total Checking/Savings	58,199.71
Total Current Assets	58,199.71
TOTAL ASSETS	<u>58,199.71</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity (Opening balances during setup post to this account. The balance of ...	60,877.59
Retained Earnings (Undistributed earnings of the business)	4,301.91
Net Income	-6,979.79
Total Equity	58,199.71
TOTAL LIABILITIES & EQUITY	<u>58,199.71</u>

WE JUST WANT TO SAY...
THANK YOU!

The WPA Fall Convention would not be possible without the support of so many great partners and vendors who contribute in so many different ways! WE APPRECIATE YOU!

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WPA Para Gifts –Walman Optical

Thank you from the Board and Paras of Wisconsin Paraoptometric Association!



Summer Board Meeting Minutes

Saturday August 19th, 2017

submitted by Kim Jelinske secretary

WPA Board Meeting, August 19th, 2017

Call to Order

Meeting was called to order at 9:20 a.m. by Tami Travis-Wolfgram. Tami read our mission statement.

Roll Call - Present

Tami Travis Wolfgram, President, Ashley Sommers, Vice President, Renee Knoll, District 1 Liaison, Josh Woodbury, District 1 Liaison, Betty Herrell, Past President, Sheryl Anders, Treasurer, Kim Jelinske, Secretary

Minutes – Winter Meeting

Minutes of the winter meeting were distributed to everyone via e-mail prior to the meeting. Betty moved to accept the minutes as read, Sheryl seconded. Motion passed.

Treasurer Reports

Sheryl submitted and explained the treasurer's report. Sheryl explained that she has broken receipts into PayPal and check categories so we can see what's working for everyone. Some offices are asking to be invoiced and we are working on that system. The Fall Convention Education expense is for reserving the rooms for speakers. Kalahari requires one night's payment to reserve the rooms. Tami made a motion to accept the reports as presented, Ashley seconded the motion. The motion passed.

Membership Report, Current Convention Registrations

Kim reported that the numbers are not finalized yet and they will be updated in the Annual Meeting Minutes.

Convention Education Update - Ashley

The Board congratulated Ashley on her efforts to arrange the speakers for convention. Walman is providing our door prize give away, hospitality, Sue Barry and Phernell Walker. Ashley will provide a list to Sheryl showing who needs to get paid that day and how much. Claude Valenti is the VT speaker. Ashley will arrange to pick him up and get him to the Dells. Diana Graves is coming from Minnesota. Diane Drake will be our "headliner". Ashley found some of our speakers by looking at the AOA website and going through speakers with approved classes. She also tried to balance credits with ABO, CPOC and regular credits. All classes are submitted for credit, only 5 classes are still pending at this time. Ashley put together a list of classes, rooms, speakers and which credits apply to each class.

Convention Schedule and Food Menu

Tami reported there are a few small changes to the schedule. Rita will be here and she will help at the registration booth, in addition to other duties. From 12:00 to 1:00 on Friday is lunch on your own. We are asking to get a free night's stay at Kalahari for the business meeting attendance. We are putting the business meeting at 4:00 on Friday. We moved this so people attending only on Saturday can get more education. After the business meeting the para's will have a treasure hunt in the exhibit hall. We have a special prize for the treasure hunt to be awarded at the hospitality suite. Hospitality will be from 6 to 8. Saturday morning breakfast will have eggs and sausage. Classes will run up to and after the doctor's luncheon. There are 13 possible hours of credit this weekend. That can be 2/3's of the 18 credits required this weekend and can finish up the last 5 or 6 online. We will have coffee in all the rooms.

There is a new food menu from Kalahari. We will look at the ala carte menu and order. Tami will review the old contract for amounts. She will arrange the menu and bar for hospitality. There will not be food available in the exhibit hall for para's so we will have more substantial hors d'oeuvres.

Class monitors will need to announce the class, introduce the speaker and make sure that they give end warnings and finish class on time.

Hospitality Update

Renee updated us on the Pirates of the Caribbean theme. Renee needs to find a backdrop and some props. Renee asked what her budget is. We agreed that about \$100 for decorations would work. The Board will be dressed up for the event as pirates. We will have prize tables and treats. We will put the two drink tickets in their folders. Tami has tickets for the drawing and will let Renee know how many tables we will have.

Prize Donation List

Ryan gave the prizes to Ashley, he has a few more. There are five vouchers from Cherry, 18 sunglasses, 4 t-shirts, 26 cat bags, Betsy Johnson purses, gift cards, baskets to make tropical drinks. We will need lanyards and registration gifts. Tami suggested 250. Ashley suggested beach bags for the giveaway. Walman is our major sponsor this year. Renee will do two blocks for the door prizes. Great job on getting donations and prizes again this year.

Summer Board Meeting Minutes *continued*

Donation Invoice billing

Rita agreed that she could invoice the donations as many of them have to go through corporate. This will be easier for the companies. Ashley will give the list to Rita so she can send invoices.

Education Committee Discussion

We have discussed the creating an education committee. Consistency is lacking. To have consistent committee members would be a better plan. The two goals would be to keep historical organization of speakers and education and to seek out new talent. Betty proposed having Rita be the main core person. Ashley expressed a desire to have the Board control the budget and having people on the committee who are actually working in the field. Kim proposed that we form a committee. The Vice President would be a co-chair and the other co-chair would be appointed by the Board. We would look for ad-hoc members who represent each department. Ashley would love to be the co-chair of the committee going forward. We will establish this committee with the structure above.

New Business

Communication

Tami received an e-mail from Peter. Concordia University provides many programs for continuing education in Health Care Administration. It would be a 6 to 8 part seminar on line series. It would be business oriented and have nothing to do with health care. A beneficial relationship between Concordia, WOA and WPA to bring this information to us and to provide more CE courses. What is our feedback?

-Tami suggested that the course should be CPC approved and also ask them to provide information on available certifications and WPA programs.

-Betty feels on-going education for office managers would be beneficial but is concerned about cost. We need to understand content and cost. What is the timeframe? How does access work?

-Kim Mentioned Society for Human Resource Management (SHRM) which is an organization with amazing resources for very little.

We received an email from Sharon Alderson. She is really impressed with our website and loves that it is current and complete. She would like to pass it on to their PR person and to the committee that helps para associations.

We received an e-mail from Lynn Lawrence about a para group starting up in Louisiana and he asked if we'd be willing to mentor if they had questions. Tami replied that we'd be happy to help.

Special Olympics recap

Poor turnout at Stevens Point, How do I make this better? Kim will do a write up for their packets. Have a volunteer sign up sheet for 2018 at the para booth. Two minute presentation at the Board meeting. We need to update the newsletter ad, do an email blast. Flex hours. Look for retired para's Jan Harmson, Sue Blume.

Think about doing vision web remotely.

Discussion of donation for VT speaker - Tami

This year we are donating the \$2,000 and the VT doctors will pay any overage. Ashley suggested that we increase the budget to cover the vt speakers. The VT speakers draw additional attendees and that helps cover the cost of bringing in top notch speakers. Betty feels that vt has a good following and we have proven that we are part of the group. She proposed that we stop separating the vt speakers and that we roll those costs into the overall education budget. Costs for the speakers vary by speaker.

We need to talk with Peter and Joleen allowing doctors to attend WPA classes. There will be no additional charges for the doctors, but we will need to know how many are coming. Tami and Ashley will reach out to Peter and Joleen to see how we can find out which doctors are planning to attend. We have an issue with some VT speakers as several of them are Jewish and can't travel on Rosh Hashana. We may look at having the vt track in spring one year and fall the other year. We have pretty much put the spring and fall education budgets together. Ashley will talk with the VT doctors to see if this works for everyone. Betty moved that the VT speaker fee be included in the general education budget for 2018. Renee seconded the motion. Motion is passed.

We used to have a large spring convention but when Cherry opened What's New U the turnout at spring dropped dramatically. Now, Cherry has What's New U every other year. We should think about having a larger event on the off years. We could have a hospitality room on Friday night and education on Saturday. The next off year is 2019 so we have some time to plan.

Summer Board Meeting Minutes *continued*

Convention job duty assignments and schedules - Tami

Tami passed out the schedule of jobs. Everyone will be there for the Thursday board meeting and at Friday morning registration. For registration we will have two tables outside the booth. The first one will be for picking up their packet. The second will be for handing out gifts and encouraging participation. Do we want Rita at the registration table or do we want her doing a meet and greet video camera? We will get Rita to do little vignettes of what people are learning or what they liked about a class. Ashley, Josh and Kim will manage AV, Renee, Tami, Sheryl and Tamara will help set up the hospitality room. Ashley will assign room monitors. Room monitors will bring the folders to Kim at the registration booth after each class. Kim will print the credit slips for all the classes. Everyone will try to go to breakfast and mingle with other paras.

Suggestions for new Board members

Sheryl would like to be the liaison and remain active on the Board. Tami has someone who is interested in being the Treasurer, Julie Steeb. The Vice President position is open and we need to think of options. If people are nominated from the floor they must come to the front and tell a little about themselves and why they want to serve.

Additional business

Tami and Ashley discussed the AOA meeting. It was in Washington D.C and it was a week filled with history and education. Our state basket included a Harley Davidson gift certificate and two books by a local Wisconsin author. The attendance was low this year. Next year's AOA is in Denver. We will also look at Seco convention. We want to continue to go to the AOA each year to represent our state. Other years we can send one member to the Seco convention. Ashley will contact the WPA organizations in Illinois, Iowa, Michigan and Minnesota to invite them to our education.

Rita said that invoicing is going well and that it saves time. WOA did online registration this year and it is working well. Rita will look into it. We used to have an historian, do we want to pursue this? Rita is waiting on the SOP information from a lot of us.

Registration forms – How can we do this better? We will buy a scanner for the treasurer. Registrations will go to the treasurer. She will process the payments and send the forms to the Secretary. The Secretary will scan them to the Google Drive. Kim moved that we buy a scanner for the Treasurer, spending up to \$300. Josh seconded. Motion passed.

Rita is in charge of the membership list, everyone else will be able to view it on Google.

Rita is suggesting that we do featured offices in our newsletter and it could generate more income for us.

We could do an article on the new MATC graduates that achieved certification to congratulate them. We can approach MATC and see if they like the idea. We can market that and hopefully recruit for the WPA. We can put it in our Spring newsletter.

Can we move to putting the newsletter online? Rita would still create the newsletter and it would be uploaded for \$24 per month.

Our cost would go from \$1200 to about \$300. We can archive 50 newsletters. You can password protect it if you want to. We don't want to password protect it. You can upload PDF, video, audio and people can download them if you want. You can also upload your logo and get google analytics.

Tami will send a small paper newsletter with 2018 registration and letting people know that they will be electronic from now on.

Ashley asked about planning the Spring one day now. We need to get classes and dates together now. Everyone likes Sentry World as the venue. We will look at working with Dr. Vickers, Dr. Marquardt, and perhaps a speaker. John Bonsett Veal is also interested in doing classes for us. What's New U is March 10th. Ours was in early May in 2017. Easter is April 1st this year. Mother's Day is May 13th. We are looking at May 4th and 5th. Ashley will check with Sentry World to see if they are available.

Our checking account has been moved to a new type of account. We will be charged for transaction fees for every check that clears, every deposit, and every other type of action. We will monitor the account to see what we will be charged. We need to contact Nicolet Bank to see if they are going to start charging us. Kim will look where banks have a lot of branches and we will see if there is a bank that has great local locations. Renee put out the thought that we change banks regardless so we have a bank that has locations all over the state.

Convention Meeting Scheduled - Tami

Our Board meeting will be Thursday when everyone arrives. The room is open at 4:00 and we will arrive as we can to get things set up. Betty will be at a wedding on Saturday. Josh cannot come Thursday night as he is working late. We will discuss speakers for the 2018 convention at our Board meeting in September. At our winter meeting we will finalize our 2018 speakers and begin working on our 2019 speakers.

Meeting Adjourned – Tami. Josh made a motion to adjourn the meeting, seconded by Sheryl. The motion passed and the meeting was adjourned by Tami Travis Wolfgram at 1:30.



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