AGENDA

Thursday, 15 September 2016
Dinner with AOA Board of Trustees
Location: Anaheim Marriott Grand Ballroom F
Time: 18:00

Friday, 16 September 2016
*Light Continental Breakfast and Lunch Provided*
Board Meeting: 08:00 – 17:00 (will probably end by 12:00, then AGM prep)
Location: Anaheim Marriott, Grand Ballroom J

1. Welcome & Call to Order (Dr Carreiro) pg. 8

2. AOA International Affairs Update
   a. Adrienne White-Faines, MPA, AOA Chief Executive Officer
   b. Boyd R. Buser, DO, AOA President

3. Approval of August Conference Call Minutes (Dr Carreiro) pg. 10

4. Review of BOD Task List (Dr Carreiro) pg. 13

5. Reports
   a. Chair’s Report (Dr Carreiro)
   b. Secretary-Treasurer Report (Dr Burke)
      i. August financials pg. 16
      ii. 2 year projected budget pg. 19
   c. Committee Reports as needed (Committee Chairs)
      i. Conference Organising (Mr Hunt)
         1. 2016 Anaheim Conference Update pg. 22
         2. 2017 & Future Conferences pg. 25
      ii. Member Relations (Mr Nicholas)
         1. Review of IOHW 2017 and planning for 2017 pg. 30
         2. Member Survey pg. 34
      iii. Membership (Dr Burke)
         1. Ratification of new members pg. 37
         2. Five-Year Reviews pg. 38
         3. RBrO and ROI meetings pgs. 39-40
      iv. Governance Committee (Mr Hartshorn)
         1. Bylaws Amendments pg. 41
         2. 2017 Dues Increase pg. 45
            a. Review ballot pg. 47
      v. Nominations Committee (Dr Nichols)
         1. Review Nominations Packet & Candidates pg. 48
         2. Review BOD Voting Ballot pg. 57
6. Strategic Plan Review (Mr Mulholland-Licht)  
   a. Discuss framework and member feedback

7. AGM Preparation (review PowerPoint; staff assistance required)  
   i. Agenda and PowerPoint  
   ii. Review Voting Procedures  
      1. Nominations  
      2. Voting Breakdown  
      3. Sample Ballot  
      4. Dues Increase
**BOARD of DIRECTORS MEETING**

**Saturday, 17 September**

13:00- 16:00  
**Executive Session:** OIA Moving Forward and 2017-2019 Strategic Plan Review (No staff necessary)

**Sunday, 18 September**  
**Members Open Session** – Anaheim Convention Center, Room 202 A  
08:00-10:00

1. Member Meet & Greet  
   a. Welcome & Call to Order (Dr Carreiro)  
   b. Discussion based on proposed strategic Plan  
   c. Updates from Member Organizations  
   d. Next big project - ideas

2. Adjournment

**Board Meeting:** 10:00 – 12:30 – Marriott Grand Ballroom J  
*Lunch Provided*  
Finalize PowerPoint and Prep for AGM

13:00-16:45  
**BREAK FOR AGM**
1. Chairman’s Introductory Comments/Board Introductions/Member Welcome (Dr Jane Carreiro, Chair)

2. Approval of 2015 AGM Minutes (Dr Carreiro)

3. Board Reports
   a. Bylaws Vote (Mr Stephen Hartshorn)
   b. Strategic Plan Update (Mr Michael Mulholland-Licht)
   c. Membership Committee (Dr William Burke, Committee Chair)
      i. Ratification of New Members
         1. KOI
         2. ROI
         3. MSO
   d. Member Relations Committee (Mr Antony Nicholas, Committee Chair)
      i. International Osteopathic Healthcare Week, 17-23 April 2016
      ii. Membership Survey
   e. External Affairs Committee (Dr John Gimpel, Committee Chair)
      i. International Osteopathic Research Network (Mr Mulholland-Licht)
   f. Conference Organising Committee (Mr Charles Hunt, Committee Chair)
      i. 2018 and 2019 Proposals
   g. Secretary-Treasurer Report (Dr Burke)

Refreshment Break

4. 2017 Dues Increase (Mr Hartshorn)

5. Candidates’ Forum (Mr Charles Hunt, Nominations Committee)
BOARD of DIRECTORS MEETING

a. Introduction of Nominees (Mr Hunt)
b. Board Elections (Mr Hunt)
c. Gratitude to Outgoing Directors (Dr Carreiro)
d. Board Election Results (Mr Hunt)

6. General Questions and Answers
18:30 – 19:15 OIA New Board Orientation Meeting Agenda
Marriott Grand Ballroom J

Facilitated by Secretariat
New, Current and Rotating Board members to be in attendance

1. Introductory Comments Carreiro and Staff
   a. Introductions of New, Current and Rotating Board Members
   b. New Board Member Contact Information (complete and return)
   c. Conflict of Interest Policy (sign and return)
   d. Basic Documents
      ii. Strategic Plan and Chart
      iii. Board and Committee Lists
      iv. Calendar
      v. Past Minutes
      vi. Finance Reports

2. Orientation (Carreiro, Diana)
   a. Responsibilities
   b. Board protocols and guidelines

3. Board Operations (Carreiro, Diana)
   a. 2017 Face to Face Meetings
   b. 2016-2017 Conference Calls

4. New Member Q&A (Full Board)
   a. Elect New Officers
   b. Assign Mentors for New Board Members
5. AGM Follow Up Discussion

20:00 BOD Dinner with terming and new BOD Members

Location: Roy’s Anaheim (approx. 10-15 minute walk from hotel)
Anaheim GardenWalk
321 W Katella Ave
Anaheim, CA 92802

Monday, 19 September

08:00 – 16:00 - OIA program

16:30 – 18:00 OIA New/Terming Board Meeting Agenda
Anaheim Convention Center – Room 202 A

Carry-over items

1. F/U AGM, Strategic Plan

2. Review of Meeting (Dr Carreiro)
OIA Board of Directors
DRAFT Meeting Minutes
10 August 2016
Conference Call
14.00 U.S. Central

Members in Attendance:
Dr Jane Carreiro, Chair
Mr Charles Hunt, Vice-Chair
Dr William Burke, Secretary-Treasurer
Ms Ana Paula Ferreira
Mr Antony Nicholas
Mr Stephen Hartshorn
Dr Karen Nichols
Dr Alain Wurtz
Dr John Gimpel

Staff:
Mr Josh Prober
Ms Chasati Allen

Welcome
Dr Carreiro thanked the Board for joining the call.

July Board Meeting Minutes
MOTION: The Board moved, seconded and unanimously approved the 6 July meeting minutes.

Chair’s Update
Dr Carreiro welcomed Josh Prober on the call. Dr Carreiro began with an update on the Board Task list.
Discussion ensued around the upcoming OIA conference in Anaheim. Ms Allen confirmed that the OIA lapel pins have been ordered. Mr Hunt provided an update on the Education Pillar: Mr Hunt may have to serve as the Pillar leader and the Pediatrics SIG may be cancelled due to the absence of Emma Fairs and Alain Bouchard. Dr Nichols offered to assist with either serving as a presenter and/or securing speakers.

British School of Osteopathy (BSO) Name Change: Mr Hunt recused himself from the conversation. An email was received from the BSO asking for feedback in regard to a potential name change of their organisation to University College of Osteopathy. Mr Hartshorn confirmed that it is not uncommon in the UK for schools to use university and osteopathy in the title of their name (i.e. University College of London). Ms Ferreira noted that it may be good to add a location in the title however, Dr Carreiro added that the organisation is only asking if the OIA generally agrees with the revision. The consensus is to respond to the survey informing BSO that the OIA doesn’t foresee any issues with the name change.

RIO Olympics: Ms Ferreira reported that the Olympics are going well and with good osteopath representation. Dr Gimpel has had a few osteopathic physicians inquire about the public health situation in regard to the water and Zika virus. Ms Ferreira reported there have been no complaints as far as she knows and all is good.
Strategic Planning Feedback: Overall, the feedback has been really positive from the membership. There are most concern is centered on #4 on the survey “Capacity to serve.” Specific areas that were addressed in the feedback were: Research to inform best practices (and how this will relate to both streams), legislative recognition (how the OIA will to be involved) and standards and regulations distinct to the profession. The Board will focus on these areas during the Members Open Session however, there will be additional discussion on all parts of the strategic plan.

OIA BOD Meeting: Ms Allen will send out the full Board agenda for Friday-Sunday; may have to move the Friday meeting to begin later to accommodate Drs. Nichols & Burke. The AOA Board of Trustees is interested in having a joint dinner with the OIA BOD with a tentative date of Thursday, 15 September 2016. Dr Carreiro informed the Board that Dr Buser, one of the founding members of the OIA was elected as the new AOA President so it would be nice to sustain that relationship and show support. Mr Prober reported that the AOA is still ironing out the details of the joint dinner and will have confirmed details soon. Due to a lack of all Board members not being able to participate and the cost associated, the Board has declined the offer to buy a table at the AOF banquet. The Board will tentatively have their dinner on Sunday night, 18 September, this will include the new/terming members.

Secretary/Treasurer Report

Dr Burke reported that overall, the OIA continues to be in a good positive financial position; when viewing statement of activities, operating revenue versus budget ahead by $6,500. At this point in the fiscal year, the OIA is slightly over budget ($951) in expenses, which gives us a surplus. Conference registration revenue to-date is approximately $11,000; budgeted $14,000; there is still an opportunity to receive more registrations. Ms Allen will speak with Finance regarding a year-to-date category for past conference registrations.

MOTION: The Board moved, seconded and unanimously approved the Secretary-Treasurer Report.

Committee Reports

Governance Committee

Mr Hartshorn reported that the Bylaws Changes and Dues Ballot documents were sent to the membership in a timely manner. Dr Carreiro suggested that Ms Allen and Mr Hartshorn develop a simplified PowerPoint that specifically addresses the bylaws amendments to discuss at the Members Open Session as well as the AGM. The recommendation is to review each amendment, point by point at the Members Open Session, accept questions and provide clarification. Dr Nichols recommended presenting the amendments as a consent agenda during the AGM. We can ask members if there are any objections and approve as a block. The Board is in agreement with this method.

Membership Committee

The committee received an application from ROI to become Partner Member. Ms Allen noted that ROI would like to speak with the Membership Committee in Anaheim regarding Associate membership.

MOTION: The Board moved, seconded and unanimously approved ROI as Partner Member.

CSOAM was denied Partner membership into the OIA. Mr Hunt added that the main reason for the rejected membership was issues with other members and a lack of collaboration; that needs to be reinforced. Ms Allen will draft a letter inviting them to discuss with the Membership Committee in Anaheim. If Membership Committee cannot agree on a course of action, the Board should discuss face-to-face.
Mr Hunt confirmed that the majority of the program is secure however the issue still remains with the Education Pillar. With the assistance of Drs. Nichols and Burke, the committee should be able to tie up the loose ends. The Board discussed centering the pillar on accreditation in the various countries and having individuals from Australia, the UK and USA to present on the topic. Mr Nicholas will send details of his Australian colleague. Dr Nichols will send details of her US colleague. Ms Allen will create and bring an on-site form for organisations to host the 2018 conference.

Dr Gimpel encouraged the Board to attend BIOM’s International Seminar on Saturday, 17 September and Business Meeting on Sunday, 18 September.

Motion to adjourn.
## OIA Board of Directors & Committees Task List

<table>
<thead>
<tr>
<th>Task</th>
<th>Responsible BOD/Staff</th>
<th>Due By</th>
<th>Completed</th>
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<tbody>
<tr>
<td><strong>Annual Conference</strong></td>
<td></td>
<td></td>
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<tr>
<td>Finalize Schedule</td>
<td>CH/Conference Org Cmte</td>
<td>30-Apr</td>
<td>Yes</td>
</tr>
<tr>
<td>SIG Deliverables - COC</td>
<td>CH</td>
<td>30-Apr</td>
<td>Yes</td>
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<tr>
<td>OIA Participation in AOA events</td>
<td>DE</td>
<td>28-Mar</td>
<td>Yes</td>
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<tr>
<td>Online Registration</td>
<td>DE</td>
<td>30-Mar</td>
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<tr>
<td>Fees</td>
<td>DE</td>
<td>28-Mar</td>
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<tr>
<td>Lapel Pins</td>
<td>DE</td>
<td>August</td>
<td>Yes</td>
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<tr>
<td>Finalize registration for conference</td>
<td>Staff</td>
<td>15-Apr</td>
<td>Yes</td>
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<tr>
<td>Secure speakers for Education Pillar</td>
<td>Conf Org Cmte/Staff</td>
<td>ASAP</td>
<td>Yes</td>
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<tr>
<td>Update programme on website</td>
<td>Staff</td>
<td>Ongoing</td>
<td>Yes</td>
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<tr>
<td>Correspond with moderators to develop descriptors for presentations</td>
<td>Staff</td>
<td>Ongoing</td>
<td>Yes</td>
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<td><strong>AGM</strong></td>
<td></td>
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<tr>
<td>Send Call for Nominations</td>
<td>Staff</td>
<td>22-Mar</td>
<td>Yes</td>
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<tr>
<td>Call for Nominations Reminder</td>
<td>Staff</td>
<td>21-Apr</td>
<td>Yes</td>
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<tr>
<td>Nominations submitted to Cmte</td>
<td>Staff</td>
<td>21-May</td>
<td>Yes</td>
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<tr>
<td>Nominations - Review</td>
<td>Nominations Cmte</td>
<td>1-Jul</td>
<td>Yes</td>
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<tr>
<td>Nominations posted on website and sent to membership</td>
<td>Staff</td>
<td>20-Jul</td>
<td>Yes</td>
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<tr>
<td>Bylaws - Review with legal counsel</td>
<td>SH</td>
<td>ASAP</td>
<td>Yes</td>
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<tr>
<td>Bylaws Amendments sent to BOD</td>
<td>Governance Cmte</td>
<td>20-Apr</td>
<td>Yes</td>
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<tr>
<td>Bylaws - Finalize Wording (Conf Call)</td>
<td>Governance Cmte</td>
<td>4-May</td>
<td>Yes</td>
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<td>Bylaws - To Members - July</td>
<td>Staff</td>
<td>1-Jul</td>
<td>Yes</td>
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<td>Potential Conflict b/w OIA and BIOM events</td>
<td>Staff</td>
<td>ASAP</td>
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### Strategic Plan

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<tr>
<td>Survey the BOD for Mission/Vision/Strategic Domains</td>
<td>Staff</td>
<td>14-Mar</td>
<td>Yes</td>
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<tr>
<td>Draft preamble and send to BOD</td>
<td>JC</td>
<td>18-Mar</td>
<td>Yes</td>
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<tr>
<td>BOD submits feedback</td>
<td>Board</td>
<td>23-Mar</td>
<td>Yes</td>
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<tr>
<td>Send everything to Past Chairs</td>
<td>Staff</td>
<td>24-Mar</td>
<td>Yes</td>
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<tr>
<td>Return from Past chairs</td>
<td>N/A</td>
<td>1-Apr</td>
<td>Yes</td>
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<tr>
<td>Set timeline for strat plan (BOD call)</td>
<td>Board</td>
<td>13-Apr</td>
<td>Yes</td>
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<tr>
<th>Task</th>
<th>Responsible BOD/Staff</th>
<th>Due By</th>
<th>Completed</th>
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<tbody>
<tr>
<td>Provide explanatory notes to accompany strat plan; send to BOD for review</td>
<td>JC</td>
<td>30-Apr</td>
<td>Yes</td>
</tr>
<tr>
<td>Send draft documents to membership to review ahead of AGM</td>
<td>Staff</td>
<td>20-Jul</td>
<td>Yes</td>
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### Miscellaneous

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<th>Task</th>
<th>Responsible BOD/Staff</th>
<th>Due By</th>
<th>Completed</th>
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<tr>
<td>Post IOHW material</td>
<td>Staff</td>
<td>11-Mar</td>
<td>Yes</td>
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<tr>
<td>Send secondary reminder about IOHW</td>
<td>Staff</td>
<td>15-Apr</td>
<td>Yes</td>
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<tr>
<td>Post board meetings &amp; conference calls on calendar on website</td>
<td>Staff</td>
<td>11-Mar</td>
<td>Yes</td>
</tr>
<tr>
<td>Updates to website</td>
<td>Staff</td>
<td>18-Mar</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Blast about: IOHW, Anaheim, New Zealand</td>
<td>Staff</td>
<td>11-Mar</td>
<td>Yes</td>
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<tr>
<td>Rolling twitter feed on website</td>
<td>Staff</td>
<td>16-Mar</td>
<td>Yes</td>
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<td>Task</td>
<td>Responsible Party</td>
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<td>Status</td>
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<td>----------------------------------------------------------------------</td>
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<tr>
<td>Revise member survey upon finalization of strat plan framework</td>
<td>Member Relations Cmte</td>
<td>19-Oct</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Review financials to include in-kind contribution</td>
<td>Staff</td>
<td>30-Apr</td>
<td>Yes</td>
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<tr>
<td>Provide support of 2020 Olympics in Japan</td>
<td>Board</td>
<td>Ongoing</td>
<td>Ongoing</td>
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<tr>
<td>Discuss IORN Research Opportunity</td>
<td>Board</td>
<td>Ongoing</td>
<td>On Hold</td>
</tr>
<tr>
<td>Draft article on the position of the OIA and the need for current/potential members to demonstrate a commitment to OIA values</td>
<td>AN</td>
<td>Ongoing</td>
<td>Ongoing</td>
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<tr>
<td>Contact MSO to request clarification on their public stance on registration of osteopaths in Brazil</td>
<td>Membership Cmte/Staff</td>
<td>Ongoing</td>
<td>Ongoing</td>
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<tr>
<td>Discuss increase in management fees to AOA-US</td>
<td>Board</td>
<td>18-Sep</td>
<td>Pending</td>
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<td>Draft a letter to CSOAM regarding partner membership</td>
<td>Staff/Membership Cmte</td>
<td>22-Jul</td>
<td>Yes</td>
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## OIA

**Statement of Financial Position**

*As of August 31*

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<tr>
<th></th>
<th>CURRENT CALENDAR</th>
<th>PRIOR CALENDAR</th>
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<td><strong>ASSETS</strong></td>
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<tr>
<td><strong>CURRENT ASSETS</strong></td>
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<tr>
<td>Cash Operating</td>
<td>$216,546.59</td>
<td>$182,936.53</td>
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<td>Accounts Receivable</td>
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<td><strong>TOTAL ASSETS</strong></td>
<td>216,546.59</td>
<td>183,136.53</td>
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|                        |                  |                |
| **LIABILITIES AND NET ASSETS** |                  |                |
| **CURRENT LIABILITIES**   |                  |                |
| Accounts Payable         |                  |                |
| Due to OFRF              |                  |                |
| Due to Other             |                  |                |
| Deferred Conference      | 7,700.00         | 1,638.00       |
| Deferred Membership Dues |                  |                |
| Deferred Grants          |                  |                |
| Accrued Expenses         |                  |                |
| **TOTAL CURRENT LIABILITIES** | 7,700.00         | 1,638.00       |

|                        |                  |                |
| **NET ASSETS**         |                  |                |
| Reserve (Prior Year Total Operating Expenses) | 97,517.72        | 100,782.01     |
| Special Projects       | 30,000.00        | 20,000.00      |
| Excess Reserve - Beginning Balance | 38,055.85        | 44,923.00      |
| Increase/(Decrease)    | 43,273.02        | 15,793.52      |
| Excess Reserve - Ending Balance | 81,328.87        | 60,716.52      |
| **TOTAL NET ASSETS**   | 208,846.59       | 181,498.53     |

|                        |                  |                |
| **LIABILITIES AND NET ASSETS** |                  |                |
|                         | 216,546.59       | 183,136.53     |
## DUA

**STATEMENT OF ACTIVITIES**

**August 31**

### OPERATIONS:

**REVENUES:**

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<tr>
<td>Membership Dues</td>
<td>82,484.85</td>
<td>90,965.45</td>
<td>85,000.00</td>
<td>5,965.45</td>
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<tr>
<td>Book Sales</td>
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<td>Conference Fees</td>
<td>5,841.00</td>
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<td>Application Fees</td>
<td>100.00</td>
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<td>Misc Income</td>
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<td>1,500.00</td>
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<tr>
<td>In-Kind Contribution</td>
<td></td>
<td></td>
<td>20,158.54</td>
<td>20,158.54</td>
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<tr>
<td><strong>TOTAL OPERATING REVENUE</strong></td>
<td>88,455.65</td>
<td>119,010.99</td>
<td>112,858.54</td>
<td>6,152.45</td>
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### EXPENSES:

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<tr>
<td>General:</td>
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<tr>
<td>Conference Calls</td>
<td>44.30</td>
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<td>Office Supplies</td>
<td>107.04</td>
<td>18.00</td>
<td>50.00</td>
<td>31.10</td>
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<td>Supplies - Marketing</td>
<td>527.30</td>
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<td>Delivery Services &amp; Postage</td>
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<td>24.31</td>
<td>1,450.00</td>
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<td>Prof Serv. Audit</td>
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<td>Bank Fees</td>
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<td>14.76</td>
<td>204.00</td>
<td>189.22</td>
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<td>Printing</td>
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<td>Corporate Filing Fees</td>
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<td>Management Fees</td>
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<td>20,000.00</td>
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<td>26,158.54</td>
<td>26,158.54</td>
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<tr>
<td><strong>Subtotal General Expense</strong></td>
<td>23,798.31</td>
<td>49,203.08</td>
<td>48,362.64</td>
<td>(860.54)</td>
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<tr>
<td>Annual Conference</td>
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<tr>
<td>Staff Travel - Meals</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Facilities Costs - Meeting Room</td>
<td>7,634.17</td>
<td>1,122.61</td>
<td>(1,112.61)</td>
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</tr>
<tr>
<td>Facilities Cost - AV</td>
<td></td>
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<tr>
<td>Facilities Cost - Food/Beverage</td>
<td>10,155.71</td>
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<tr>
<td>Comm Travel - Airfare</td>
<td>7,155.39</td>
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</tr>
<tr>
<td>Comm Travel - Ground Trans</td>
<td>923.01</td>
<td></td>
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<tr>
<td>Comm Travel - Lodging</td>
<td>6,386.39</td>
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<tr>
<td>Comm Travel - Meals</td>
<td>735.82</td>
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<tr>
<td>Supplies - Gifts</td>
<td>1,850.00</td>
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<td>1,850.00</td>
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<td><strong>Subtotal Annual Conference Expense</strong></td>
<td>32,890.49</td>
<td>(1,474.13)</td>
<td>3,080.00</td>
<td>4,554.13</td>
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<table>
<thead>
<tr>
<th></th>
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</thead>
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<td>BOT Meetings</td>
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<tr>
<td>Staff Travel</td>
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<td>65.03</td>
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<tr>
<td>Facilities Costs - Meeting Room</td>
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<td></td>
</tr>
<tr>
<td>Facilities Cost - AV</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Facilities Cost - Food/Beverage</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Comm Travel - Airfare</td>
<td></td>
<td>5,287.00</td>
<td>(5,287.00)</td>
<td>(5,394.55)</td>
</tr>
<tr>
<td>Comm Travel - Ground Trans</td>
<td></td>
<td>1,102.59</td>
<td>(1,102.59)</td>
<td>(510.16)</td>
</tr>
<tr>
<td>Comm Travel - Lodging</td>
<td></td>
<td>5,353.00</td>
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<td>(510.16)</td>
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<tr>
<td>Comm Travel - Meals</td>
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<td>2,240.00</td>
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<td>(219.20)</td>
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<tr>
<td>Supplies</td>
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<td></td>
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</tr>
<tr>
<td>Postage</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal BOT Meeting Expense</strong></td>
<td>0.00</td>
<td>21,273.31</td>
<td>14,420.00</td>
<td>(6,853.31)</td>
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<tr>
<td><strong>TOTAL OPERATING EXPENSE</strong></td>
<td>56,698.80</td>
<td>69,092.26</td>
<td>65,852.64</td>
<td>(3,139.72)</td>
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</table>

### OPERATING SURPLUS (DEFICIT)

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</thead>
<tbody>
<tr>
<td><strong>OPERATING SURPLUS (DEFICIT)</strong></td>
<td>31,706.85</td>
<td>50,008.73</td>
<td>46,996.00</td>
<td>34,308.79</td>
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### OTHER EXPENSES:

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<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Special Projects</td>
<td></td>
<td></td>
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</tr>
<tr>
<td><strong>Subtotal Other</strong></td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
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</table>

### NET SURPLUS (DEFICIT)

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>NET SURPLUS (DEFICIT)</strong></td>
<td>31,706.85</td>
<td>50,008.73</td>
<td>46,996.00</td>
<td>34,308.79</td>
</tr>
</tbody>
</table>

### TRANSFERS:

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Transfer To(From) Reserve</td>
<td></td>
<td>3,942.22</td>
<td>(3,942.22)</td>
<td>7,206.51</td>
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<tr>
<td>Transfer From Reserves to Special Projects</td>
<td>10,000.00</td>
<td>10,000.00</td>
<td>10,000.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Subtotal Transfers</strong></td>
<td>15,813.33</td>
<td>13,842.22</td>
<td>13,942.22</td>
<td>7,206.51</td>
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### INCR/(DEC) IN EXCESS RESERVES

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<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INCR/(DEC) IN EXCESS RESERVES</strong></td>
<td>15,793.52</td>
<td>43,273.02</td>
<td>33,053.78</td>
<td>43,468.41</td>
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</table>
## OIA DRAFT BUDGET
### 2017-2018 General Fund

<table>
<thead>
<tr>
<th></th>
<th>Year End FY2015</th>
<th>YTD thru Aug FY2016</th>
<th>Budget FY2016</th>
<th>Budget FY2017</th>
<th>Budget FY2018</th>
<th>Budget Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dues</td>
<td>$82,464.65</td>
<td>$90,952.45</td>
<td>$85,000.00</td>
<td>$120,000</td>
<td>$125,000</td>
<td>Based on 2017 Dues Increase</td>
</tr>
<tr>
<td>Conference fees</td>
<td>$5,841.00</td>
<td>$12,825</td>
<td>$14,000</td>
<td>$17,500</td>
<td>$19,000</td>
<td>This figure is based on 35 registrants at $500 for 2017; based on 38 registrants for 2018</td>
</tr>
<tr>
<td>Application fees</td>
<td>$100.00</td>
<td>$400.00</td>
<td>$200.00</td>
<td>$300.00</td>
<td>$300.00</td>
<td></td>
</tr>
<tr>
<td>Misc Income</td>
<td>$-</td>
<td>$1,500.00</td>
<td>$1,500.00</td>
<td></td>
<td>$-</td>
<td></td>
</tr>
<tr>
<td>In-Kind Contribution</td>
<td>$26,158.54</td>
<td>$26,158.54</td>
<td>$26,158.54</td>
<td>$26,158.54</td>
<td>$26,158.54</td>
<td></td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>$88,405.65</td>
<td>$131,835.99</td>
<td>$126,858.54</td>
<td>$163,958.54</td>
<td>$170,458.54</td>
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</tbody>
</table>

|                      |                  |                     |               |               |               |              |
| **Expenses**         |                  |                     |               |               |               |              |
| Annual Conf          |                  |                     |               |               |               |              |
| Facil. Costs - Meeting Room | $7,634.17 | $1,112.61 | - | $7,000.00 | $6,000.00 | Room rental rate may increase due to NZ conference |
| Facil. Costs - AV/Tech | $-           | $3,775.49 | - | $6,000.00 | $6,000.00 | Depending on available resources from AOA departments, we may be able to cut costs by shipping equipment to the conf center |
| Supplies - Gifts     | -                | -                   | -             | $1,850.00     | $400.00       | Gifts provided to terming Board Members |
| Facil. Costs - Food/Beverage | $10,155.71 | - | - | $7,000.00 | $5,500.00 | F&B will increase due to NZ conference; also depends on vendor supply |
| **Subtotal**         | $17,789.88       | $4,888.10           | $1,850.00     | $20,400.00    | $17,800.00    |              |

<p>| | | | | | | |
|                       |                  |                     |               |               |               |              |
| Board Meeting         |                  |                     |               |               |               |              |
| Facilities           | $-               | -                   | -             | -             | -             |              |
| Airfare              | $7,155.39        | $11,221.55          | $5,827.00     | $18,000.00    | $15,000.00    | Travel includes March Spring meeting and Annual Meeting |
| Ground Trans         | $923.01          | $1,102.59          | $1,800.00     | $1,800.00     | $1,800.00     |              |
| Audio/Visual         | -                | -                   | -             | -             | -             |              |
| Food/Beverage        | $735.82          | $3,020.98           | $3,240.00     | $7,000.00     | $7,000.00     | Board members are allowed a per diem of $60/day; this also allocates for Board meals during the conference |</p>
<table>
<thead>
<tr>
<th>Revenues</th>
<th>Year End FY2015</th>
<th>YTD thru Aug FY2016</th>
<th>Budget FY2016</th>
<th>Budget FY2017</th>
<th>Budget FY2018</th>
<th>Budget Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lodging</td>
<td>$ 6,386.39</td>
<td>$ 5,863.16</td>
<td>$ 5,353.00</td>
<td>$ 10,000.00</td>
<td>$ 10,000.00</td>
<td>Lodging includes March Spring meeting and Annual Meeting</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$ 15,200.61</strong></td>
<td><strong>$ 21,208.28</strong></td>
<td><strong>$ 14,420.00</strong></td>
<td><strong>$ 36,800.00</strong></td>
<td><strong>$ 33,800.00</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Staff</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Travel</td>
<td>$ 4,802.53</td>
<td>(2,521.71)</td>
<td>$ 1,090.00</td>
<td>$ 3,600.00</td>
<td>$ 2,500.00</td>
<td>For two staff members; at $80/day for 4 days</td>
</tr>
<tr>
<td>Meals</td>
<td>$ -</td>
<td>-</td>
<td>$ 140.00</td>
<td>$ 640.00</td>
<td>$ 640.00</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td>$ 4,802.53</td>
<td>(2,521.71)</td>
<td>$ 1,230.00</td>
<td>$ 4,240.00</td>
<td>$ 3,140.00</td>
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<tr>
<td><strong>Administrative Costs</strong></td>
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<tr>
<td>AOA-US Management Services</td>
<td>$ 20,000.00</td>
<td>$ 20,000.00</td>
<td>$ 25,000.00</td>
<td>$ 30,000.00</td>
<td>$ 35,000.00</td>
<td>Fees paid to AOA increase annually by $5,000</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$ 20,000.00</td>
<td>$ 20,000.00</td>
<td>$ 25,000.00</td>
<td>$ 30,000.00</td>
<td>$ 35,000.00</td>
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</tr>
<tr>
<td><strong>Miscellaneous</strong></td>
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</tr>
<tr>
<td>Office Supplies</td>
<td>$ 107.94</td>
<td>18.90</td>
<td>$ 50.00</td>
<td>$ 125.00</td>
<td>$ 125.00</td>
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<tr>
<td>Supplies - Marketing</td>
<td>$ 527.30</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Delivery Services &amp; Postage</td>
<td>$ 1,556.90</td>
<td>24.31</td>
<td>$ 1,450.00</td>
<td>$ 250.00</td>
<td>$ 150.00</td>
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<tr>
<td>Prof Services - Consulting</td>
<td>$ -</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>This expense currently covers the Past Chair; if the position becomes official, this expense will be moved to Board Meeting category</td>
</tr>
<tr>
<td>Prof Services - Audit</td>
<td>$ 1,471.87</td>
<td>(13.00)</td>
<td>$ 2,500.00</td>
<td>$ 2,500.00</td>
<td>$ 2,500.00</td>
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<tr>
<td>Prof Services - Tax</td>
<td>$ -</td>
<td>$ 2,999.55</td>
<td>$ 1,500.00</td>
<td>$ 1,500.00</td>
<td>$ 1,500.00</td>
<td></td>
</tr>
<tr>
<td>Legal Fees</td>
<td>$ -</td>
<td>-</td>
<td>$ 1,500.00</td>
<td>$ 1,000.00</td>
<td>$ 1,000.00</td>
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<tr>
<td>Conference calls</td>
<td>$ 44.30</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>AOA's IT Department covers all conference call costs</td>
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<tr>
<td>Bank Fees</td>
<td>-</td>
<td>$ 14.78</td>
<td>$ 204.00</td>
<td>$ 100.00</td>
<td>$ 100.00</td>
<td>Fees incurred due to wire transfers</td>
</tr>
<tr>
<td>Printing</td>
<td>$ -</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>In-Kind Contribution</td>
<td>$ 26,158.54</td>
<td>$ 26,158.54</td>
<td>$ 26,158.54</td>
<td>$ 26,158.54</td>
<td>$ 26,158.54</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$ 3,708.31</td>
<td>$ 29,203.08</td>
<td>$ 30,862.54</td>
<td>$ 35,133.54</td>
<td>$ 35,033.54</td>
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<td></td>
<td>Year End FY2015</td>
<td>YTD thru Aug FY2016</td>
<td>Budget FY2016</td>
<td>Budget FY2017</td>
<td>Budget FY2018</td>
<td>Budget Notes</td>
</tr>
<tr>
<td>----------------</td>
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<td>---------------------</td>
<td>---------------</td>
<td>---------------</td>
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<td>--------------</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>$ 61,501.33</td>
<td>$ 72,777.75</td>
<td>$ 73,362.54</td>
<td>$ 126,573.54</td>
<td>$ 124,773.54</td>
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<tr>
<td>NET INCOME/ LOSS</td>
<td>$ 26,904.32</td>
<td>$ 59,058.24</td>
<td>$ 53,496.00</td>
<td>$ 37,385.00</td>
<td>$ 45,685.00</td>
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</tr>
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</table>
Saturday, 17 September

08:00 – 13:00 AOA’s Bureau of International Osteopathic Medicine (BIOM)
18th Annual International Seminar: “Osteopathic Medicine and Global Health” – Room 201C
Anaheim Convention Center

17:00 – 18:15 AOA Opening Session – Inspiration Zone

18:15 – 20:30 AOA Welcome Reception – Experience Zone/Exhibit Hall

Sunday, 18 September

08:00—09:00 Members’ Open Session – Informal Member Discussion – Room 202 A (Second Floor): Anaheim Convention Center

09:00—14:30 Board of Directors Meeting – Grand Ballroom J Marriott

15:00—16:45 OIA Annual General Meeting – Room 202 A: Anaheim Convention Center

18:30 – 19:15 OIA New Board Orientation (Executive Session) – Grand Ballroom J Marriott

Official Conference Start

Monday, 19 September – Partnered with American Osteopathic Association

08:30—10:00 Joint Session with American Academy of Osteopathy (AAO) – Room 204 A, B, C (Second Floor): Anaheim Convention Center

• Lecture and Hands On Treatment of Dura – Kenneth J. Lossing, DO

10:00—11:00 Break – “Exploring OMED”

11:00—12:00 Keynote Address – Room 202 A: Anaheim Convention Center

Finding Health: What Are We Looking For? Implications for Elderly Care - Stephen Tyreman, PhD

12:00—13:30 Lunch Break

13:30—16:00 Concurrent Sessions

Education Pillar – Room 202 A: Anaheim Convention Center – Mr Charles Hunt

• Empathy in Osteopathic Medical Students: Is it All in the Hands?”– Kyle Henderson, PhD
• Accreditation of Osteopathic Education: A View from Australia – Mrs Marion Clark
• Accreditation of Osteopathic Education: A View from the USA – Alissa Craft, DO

Regulation Pillar – Room 202 B (Second Level) Anaheim Convention Center –
– Geraldine O’Shea, DO & Tim Walker
• Narcotic Prescription Regulation - Joseph Zammuto, DO, Chair of the Osteopathic Medical Board of California
• Assessment Innovations for Physician Licensure and Recertification - Jeanne Sandella, DO
• Regulation as a Learning Community – Mr Tim Walker

14:30—14:50 Break
16:00 Recess for the Day
16:30—18:00 OIA New/Terminating Board Meeting (Executive Session) – Room 202 A
Anaheim Convention Center

Tuesday, 20 September – Partnered with American Osteopathic Association

08:00—09:00 Joint Session with American College of Osteopathic Family Physicians (ACOFP)
– Ballroom A, B, C (Third Floor): Anaheim Convention Center
• Geriatrics and Palliative Care – Charles Beck, DO

09:00—10:00 Plenary with ACOFP – Ballroom A, B, C: Anaheim Convention Center
• Meds, Meds, Meds: Polypharmacy, Medication Risk Management, and Delirium in the Geriatric Patient – Ronna New, DO

10:00—12:30 Concurrent Sessions

11:30—11:50 Break
• Adverse Events and Osteopathic Medicine: A Prospective Cohort Study - Brian F. Degenhardt, DO, A.T. Still Research Institute - Director, Kirksville College of Osteopathic Medicine
• World Health Organisation: Improvement in Clinical Research in Traditional and Complementary Medicine – Ms Dawn Carnes and Mr Michael Mullholland-Licht
• Neuroscience Research in Osteopathy - Jeff Illiff, PhD

Association Leadership and Membership Pillar – Room 202 B: Anaheim Convention Center – Ms Kathleen Creason & Maurice Cheng
• Ensuring Legislators Understand Osteopathy - William Henning, DO
• Come Home: A Message That Resonates - Kathleen Creason, Executive Director, Osteopathic Physicians & Surgeons of California (OPSC)
• Battling The Sceptics: A Collaboration with UK Advertising Standards Authority -
  Maurice Cheng, Chief Executive, Institute of Osteopathy

12:30—13:30  Lunch Break

13:30—14:20  Concurrent Sessions
  Research Business Meeting (Closed Session) – Room 202 B: Anaheim
  Convention Center – Mr Michael Mulholland-Licht & Ms Dawn Carnes
  • Geriatrics SIG – Room 202 A: Anna Yeung, DO

14:25—15:15  • Sports Care and Olympic SIG – Room 202 A: Mr Jacson Nesi

  • Mr Charles Hunt
  • Osteopaths New Zealand (ONZ)

15:30—16:00 Summary and Closing Session – Room 202 A: Anaheim Convention Center
  • Jane E. Carreiro, DO
  • Charles Hunt, Chair of Conference Organising Committee
2018 Annual General Meeting

The OIA Board is in search of hosts for their 2018 Conference & Annual General Meeting. Below is a short questionnaire about the host organisation and city to help the Board of Directors select the most appropriate venue. In addition to the questionnaire, please attach a letter and any pertinent supporting documentation to aid the OIA in selecting the meeting location.

---

**Part I**

**Proposed 2018 Meeting Dates:**

**Submitting Organisation:**

**Proposed Conference City and Country:**

**Proposed meeting site(s) for the Conference:**

---

**Part II**

Please provide a letter (and any supporting documents) that includes information about the city, venue(s), expected dates of the conference, and a statement guaranteeing your organisation’s ability to carry out the responsibilities of hosting a conference.

**Responsibilities**

Please see the Conference Hosting Criteria document for more detail. In short, choose a location that is safe, easily accessible, and has points of interest for attendees. Your organisation should begin planning about 18-24 months ahead of the date and should choose a venue that can accommodate all attendees (hotel, meeting rooms, etc.) and conference needs.

---

Please send your information via:

[OIA@osteopathic.org](mailto:OIA@osteopathic.org)

**OR**

**OIA Secretariat**

142 E Ontario Street

2nd Floor

Chicago, IL 60611

USA
OIA Conference Host Criteria

Location
Location should be safe, easily accessible and comprised of appealing characteristics that will attract participants.

General Responsibilities of Host
Once a host has been selected by the OIA Board of Directors, a Letter of Agreement between the Board on behalf of the OIA and the host(s) further clarifying the responsibilities of all parties will be executed.

- **Planning** – Planning should begin 18-24 months prior to the conference start date to avoid difficulties in securing a venue and booking hotel rooms (hiring a professional conference organizer to assist is highly recommended).
- **Venue** – A conference venue should be chosen that is large enough to accommodate all sessions and workshops, and designed to allow attendees easy access to all rooms as well as time to move from one session to another.
- **Preparations** – The host should have sufficient time and resources to prepare a successful conference. Two to three people representing the host organization should be enlisted to carry out specific duties and responsibilities on an ongoing basis, such as selecting the conference organizer, sorting invitations, assessing abstracts, managing the conference website, and all other necessary tasks. The time committed to these preparations will vary according to the tasks at hand – approximately 3 hours per week initially, steadily increasing as the date of the conference approaches.

Conference Organising Committee – This committee has been established by the OIA Board of Directors to oversee development of the OIA conference programme. This is a committee of the Board and will make regular reports to that body accordingly. When feasible, the committee will solicit volunteer local host committee members based on the location and host organizations involved. The committee’s aim is to build on its success with ongoing improvement of the programme from year to year. The OIA has a basic conference schedule framework and the OIA Conference Organising Committee will work with the host to develop a mutually beneficial schedule. The OIA conference committee will also work with the host to identify speakers for joint sessions.

Funding – The host should be prepared to pledge enough funding to pay for initial expenses, (i.e., deposits for the hotels, venue and conference organizer). It is expected that the funding will be reimbursed through registration fees. A budget for the conference must be presented to the Board of Directors with regular updates. All costs incurred must be agreed upon. In the event of more than one host member for a given conference, the reimbursement to the hosts will be proportional to the initial costs incurred (i.e. if one group pays a larger sum, that group will receive a proportionally larger payment). The OIA will not be held responsible for any financial over runs.
**Action Guide** - An Action Guide to assist the new host in preparing for the upcoming conference will be presented to that organization by the previous host immediately following the last conference. The guide will outline the actions the previous host took to prepare for their event, and will also include evaluations of the conference solicited from the participants, sample invitations and letters, and other material produced that can be adjusted to the needs of the new host. Similarly, the new host will be expected to update the Action Guide immediately following their event and present it to the organization selected to host the next conference, with a copy also being given to the Secretariat.

**Organising Committee Planning Document**

The **purpose of the OIA** is to advocate for the philosophy and practice of the two streams worldwide. This purpose is accomplished through these three strategies:

- Advocacy
- Member Recruitment and Engagement
- Research

The OIA is an organisation of member organisations and not of individuals. Therefore, the OIA conferences will present programming for the member organisations and will encourage the co-sponsoring organisation to feel free to include techniques and training sessions to meet the needs of their own individual members.

**General Conference Topic/Name:** “Osteopathy: A Global Presence”

This conference name does not restrict the direction of any conference, but serves as an umbrella title, which came from the development of the OIA Stage 2 document.

The OIA has developed **pillars of programming** for each conference. The current plan includes the following four pillars:

1. **Education**
2. **Regulation**
3. **Research**
4. **Association Leadership and Membership**
The committee appoints two topic conveners for each pillar to perform up to four functions as appropriate to that pillar. The functions are:

1. Serve in an advisory role to the Conference Organising Committee to plan the upcoming conference content for that pillar
2. Serve as moderator of their pillar session(s) at succeeding conferences
3. Assist in data collection in that pillar area if there are further projects
4. Facilitate or prepare news items for the OIA website in the pillar content area
5. Assist in the development of a special interest group (SIG) in the pillar area if there is interest. The SIG can provide more in-depth interaction between members of our member organisations who share like interests

Each topic convener will serve for two conferences in an overlapping fashion, identifying the next topic convener for succession planning.

Conference Registrations: There will be an OIA registration and a host conference registration for separate sessions. Either organisation’s registration fee will cover the jointly sponsored sessions.

Exhibit Opportunities: The OIA Board determined that it does not have a pool of exhibitors to bring to the conference, but welcomes the host organisation to include exhibitors of their choice at the conferences.

Draft planning schedule for each individual conference:

- **36 months** - solicit next conference host country
- **30 months** – select and announce site for 2.5 years hence
- **18-24 months** - determine conference schedule (2-3 days), plan topic options, secretariat to work with local host on logistics. Next two conference dates publicized at each conference
- **12 -18 months** - committee to finalize topic options, including input from most recent conference attendees
- **10 months** - committee meets to approve topics to be presented and assignments for committee members to contact speakers, determine workshop facilitators, send/publicize "save the date" with general topic information
- **6 months** - final confirmation of speakers for secretariat to send formal confirmation information, send/publicize program details
- **3 months** - finalize moderators and conference run-sheet
- **1 month** - last minute adjustments
Update on International Osteopathic Healthcare Week (IOHW)

17-23 April 2016
Over 30 member organisations participated and shared their activities during IOHW 2016

Participation seen via:
- Brochures
- Videos
- Interviews
- Postcards
- Social Media (i.e. Facebook and Twitter)

Activities available on OIA website
Information Cards and posters were produced in a variety of languages:

- English
- French
- German
- Italian
- Portuguese
- Russian
2016-2017 IOHW

- Seen on Social!
  - Twitter: @OIAlliance #IOHW2016
    Email: OIA@osteopathic.org
    Web: www.OIAlliance.org

Mark Your Calendar!
- 5th Annual International Osteopathic Healthcare Week, 16-22 April 2017
Dear OIA Member Organisation,

Below you will find a link to the 2016 OIA Membership Survey developed by the Member Relations Committee and the Board of Directors, to seek ways of improving communication with you, our membership. The questionnaire aims to find out your opinion on different topics, such as information dissemination, larger OIA projects, increasing osteopathic awareness, membership and member benefits. Please answer all questions and provide us with any additional information you feel is important to the future of the Alliance.

Your input is important to the Board and the Alliance. The survey only contains 17 questions, which will take less than 10 minutes to complete. Click here for the survey or past this URL into your browser: INSERT LINK

Please be sure to complete the survey no later than INSERT DAY/DATE, so that the Board has ample time to compile and analyze the results for reporting back to you.

Kind Regards,

Antony Nicholas
Chair, OIA Member Relations Committee
1. Please indicate your organisation’s membership category:
   _ Full
   _ Associate
   _ Partner: _ School; _ regional/international association; _ regulator; _ other: ____

2. Following publication of the OIA’s *Osteopathy and Osteopathic Medicine: A Global View of Practice, Patients, Education and the Contribution to Healthcare Delivery*, what do you see as the next big project for the OIA?
   _ A report on best osteopathic practices
   _ A report on cost effectiveness in osteopathic care
   _ Another report:
     Other Project/report: ______

3. How often do you share OIA communications with your membership?
   _ Always
   _ Sometimes
   _ Rarely
   _ Other: ______
     Comments: ______

4. In what ways do you share the OIA communications with your membership?
   _ Newsletters
   _ Email
   _ Your website
   _ Other: ______
     Comments: ____________________

5. What are your organisation’s ideas about how the OIA can support increased awareness about the worldwide osteopathic profession?

6. Do you have suggested ideas or activities that would continue the support of International Osteopathic Healthcare Week (IOHW) on an international community level which could be facilitated by the OIA and disseminated by OIA member organisations (i.e., brochure, community talk, video, web resource, etc.)?

7. Do you feel you get enough information from the OIA?
   _ Yes, but too much information
   _ Yes, the information provided is good
   _ No, I want more information
   _ No, I don’t receive the information
     Other: ____________
     a. What additional information would you like to receive?

8. What other issues would you like to see addressed in the newsletter?

9. The newsletter is distributed quarterly; is four times a year sufficient?
Yes / No
a. If no, how many times a year would you prefer?

10. Please indicate which parts of the OIA website are MOST informative and user friendly
   *LIST OUT WEBSITE PAGES TO CHOOSE AS MANY AS THEY WISH*

11. Please indicate which parts of the OIA website are the LEAST user friendly or need improvement
   LIST OUT WEBSITE PAGES TO CHOOSE AS MANY AS THEY WISH
   a. Do you have any other suggestions for the website?

12. Do you feel the OIA is representative of both streams of the profession?
   _ Both streams are represented well
   _ Too much focus on osteopathic physicians
   _ Too much focus on osteopaths
   _ Not sure
   Comments: ______

13. What are the most important services/benefits that your organisation receives from the OIA?
   _ Information Exchange
   _ Gaining new contacts with new osteopathic organizations
   _ Use of the OIA Global Osteopathic Reports
   _ Other:

14. What projects or initiatives would you be interested in seeing the OIA more involved with?
   _ Developing toolkits for advocacy and education
   _ Improving interactions with the WHO
   _ Developing an international Speakers’ Bureau
   _ Creating a mentor program
   _ Other:

15. Can you suggest any groups, schools or organisations that might be interested in becoming members of the OIA?

16. Are there organisations that would be useful for your organisation to have direct links or contact with?

17. Please provide us with any additional comments that you have on this survey or the OIA in general.
RATIFICATION OF NEW MEMBERS

Registro Degli Osteopati D’Italia (ROI) (August 2016)
President: Paola Sciomachen
Contact: Mr Marco Petracca
Corso Vercelli N. 35
Milan 20144
ITALY
Ph: +39 06-3313085
www.roi.it
marco.petracca@roi.it
tesoreria@roi.it

Korean Osteopathic Institute (KOI) (March 2016)
President: Joseph Byung-ho, Kim, Ph.D. DO (UK)
CEO: Francis Jung-Hoon Ahn, DO (KR)
2nd Floor, 464-12 Howon 1-dong, Uijeongbu-si, Gyeonggi-do, Korea
Uijeongbu-si 480-856
Republic of Korea
Ph: +82 10 3289 0004
Fx: +82 31 877 9993
osteopathykorea@gmail.com
www.osteopathy.or.kr

Madrid School of Osteopathy (MSO) (March 2016)
Contact: Dr Ricard Francois, General Manager
Calle de Saturnino Calleja, 1
Madrid 28002
SPAIN
Ph: +00 34 915 15 28 84
f.ricard@escuelaosteopatiamadrid.com
OIA Five-Year Reviews

3 FULL MEMBERS
- Federation Suisse des Osteopathes (FSO-SVO) (March 2011)
- Institute of Osteopathy (iO) (Partner: May 2007/Full: March 2011)
- Osteos de France – Syndicat Medecins Osteopathes De France (ODFS) (December 2011)

2 ASSOCIATE MEMBERS
- Belgian Society of Osteopathy (SBO-BVO, UP) (December 2011)
- Register for Osteopaths of Belgium (ROB) (December 2011)

4 PARTNER MEMBERS
- Institut des Hautes Etudes Osteopathique de Nantes (IdHEO Nantes) (August 2011)
- The Irish College of Osteopathic Medicine (ICOM) (March 2011)
- Ontario Association of Osteopathic Manual Practitioners (OAOMP) (March 2011)
- Syndicat National de l’Enseignement Superieur en Osteopathie (SNESO) (December 2011)
Dear Dr Carreiro - Chair of OIA Board

Rosangela Rezende DO MRO Br – President, Patricia Renck DO MRO Br – Vice President, will be representing the board of RBrO at OIA Anaheim Conference, and also Jacson Nesi DO MRO Br – RBrO responsible member for Rio 2016 Olympic and Paralympic Games Osteopathic Committee.

We would like to request a meeting to provide more information, better explain our concerns about the documents we sent on April 18th, and also discuss the ongoing regulation process of Osteopathic Profession in Brazil.

Thank you in advance for the opportunity to meet with you at Anaheim.

Sincerely,

Rosangela Rezende
President

Patricia Renck
Vice president
13 September 2016

Dear Ms Allen,

We are proud to be members of the OIA. If possible, we would like to speak with Dr. Burke immediately after the AGM.

Looking forward to your reply, thank you for your cooperation.

Best regards
Marco Petracca
### Article III: Membership

**Section 4. Member Classifications**

B. Associate Members

**Explanation of changes:** The last part of the final sentence has been removed since there is already precedent where more than one organisation from a single country has been allowed Associate Membership and, if they are working towards full membership, joining as an Associate Member would encourage them to work collaboratively towards achieving the vision of the OIA.

*If approved, will read:* The following groups are considered to be Associate Members: Established or emerging organizations from any country where osteopathic physicians and/or osteopaths are working towards governmental recognition and the legal establishment of the osteopathic profession and full membership in the OIA; and which represent the majority of the professions of osteopathic physicians and/or osteopaths.

### Article V: Board of Directors

**Section 2. Board Transition**

**Explanation of changes:** This paragraph has been amended because the 2007 watershed is no longer relevant.

*If approved, will read:* The maximum number of Directors shall be nine (9), ten (10) as established by resolution of the Board. The initial Board shall be comprised of the Steering Committee and two AOA staff members, and shall serve until July 2007. After July 2007, new Directors will be elected by the Full Members. Appointment of new Directors will take place at the Annual General Meeting of the OIA, where they will be elected by the Full Members.

### Article V: Board of Directors

**Section 3. Number, Term, and Qualifications.**

**Explanation of changes:** The word “allocated” has been replaced for “designated” to maintain consistency with legal recommendation.

*If approved, will read:* The maximum number of Directors on the Board shall be nine (9), ten (10), as established by resolution of the Board. Two (2) seats on the Board shall be allocated designated for the nominees of the osteopathic physician or osteopath organisation with the greatest number of members, and one (1) seat on the Board shall be allocated designated for the nominee of the organisation with the greatest number of members from the other stream of the profession and one (1) seat shall be designated for the Immediate Past Chair. Six (6) further seats on the Board will be filled by election at the AGM.
### Article V: Board of Directors

#### Section 3. Number, Term, and Qualifications.

<table>
<thead>
<tr>
<th>Paragraphs 3 &amp; 4</th>
</tr>
</thead>
</table>

**Explanation of changes:** The intention of the last, additional, sentence is to ensure that should the Officers of the OIA come to the end of their 3 year term whilst in post, they should not have to face re-election until they have completed their time in post. This is intended to manage a sensible process of succession planning and to protect the organisation from the risk of losing the skills and experience required of higher office.

**If approved, will read:** No less than six (6) members of the Board shall hold a qualification that makes them eligible to practice as an osteopath or osteopathic physician. Terms of office for all Directors are three (3) years. All Directors are eligible for re-election or re-appointment to the Board but cannot serve more than two (2) terms in succession. The positions of Chair, Chair-Elect and Immediate Past Chair will not be subject to the terms of office and will not be subject to re-election until such time that they have completed their time in post.

### Article VI: Officers

#### Section 1. Officers

**Explanation of changes:** This section has been amended to reflect the changes to title, as recommended, and to ensure consistency with other sections of the Bylaws.

**If approved, will read:** The officers of the OIA shall be the Chair, Vice Chair Chair-Elect, Immediate Past Chair and Treasurer and Secretary-Treasurer and serve in all assigned capacities with voting rights. The officers shall be elected from the OIA Board of Directors by a majority vote of the Board and shall hold office until such time that they have completed their term in post for a term of two (2) years from their election. Officers can be elected to a second two year term but cannot serve more than two consecutive terms. Each officer shall continue to hold office until his or her successor has been elected. Notwithstanding the limit on service of two (2) consecutive terms, an officer shall continue to hold office until his or her successor has been elected. An officer’s term of office will automatically end on expiry or termination of his or her membership of the board. Notwithstanding this provision, an officer whose membership of the board has expired shall continue to hold office until his or her successor is elected. Officers need not be citizens or residents of the State of Illinois. The Chair must have a registered osteopathic qualification in his or her country. It is desirable that the Chairmanship will alternate terms between an osteopath and osteopathic physician.
### Article VI: Officers

**Section 2. Duties of Officers.**

*Explanation of changes:* This section has been amended to reflect legal recommendation and maintain consistency with changes to titles.

*If approved, will read:*

Duties of the officers include but are not limited to the information provided below:

A. The Chair shall preside over and convene all meetings of the Board. The Chair can sit on any committee without the right to vote, and can appoint persons to carry out specific tasks. He or she may sign any contracts, or other instruments, which the Board has authorized to be executed, except in cases where the signing and execution is expressly delegated by the Board or by statute to some other officer or agent of the OIA. In general, the Chair shall perform all duties incident to the office of Chair and such other duties as may be prescribed by the Board of Directors from time to time.

B. The Vice-Chair Chair-Elect shall perform such duties as from time to time may be assigned to him or her by the Chair or by the Board. The Vice-Chair Chair-Elect assumes the duties of the Chair in his or her absence.

D. The Secretary-Treasurer shall give a bond for the faithful discharge of duties with such surety as the Board shall determine. He or she shall in general perform all duties incident to the office of the Secretary-Treasurer as defined in the OIA Policies and Procedures Manual and such other duties as from time to time may be assigned to them by the Chair or the Board. The Secretary-Treasurer shall also keep minutes of each Board meeting and distribute them to Board members, and is responsible for reporting the financial condition of the OIA to the Board.

### Article VII: Chief Executive Officer

*Explanation of changes:* This section has been amended to reflect legal recommendation and maintain consistency with changes to titles.

*If approved, will read:* The Board shall have the power to hire a Chief Executive Officer (CEO)/Secretariat to provide overall leadership for the daily operations of the OIA. The CEO duties include but are not limited to the information provided below, as well as any additional duties outlined in the Policy and Procedures Manual:
Article X: Indemnification and Insurance

Section 1. Indemnification.

Explanation of changes: This section has been amended to reflect legal recommendation.

If approved, will read: Every Director, officer, staff member, and Member Organization of the OIA, past or present, shall be indemnified and held harmless by the OIA against all liabilities incurred as a result of the performance of their duties. Specifically excepted are cases where the person(s) are adjudged guilty of a criminal act, or in the instance of gross negligence or intentional misconduct in the performance of the duties of the office. This includes attorney fees reasonably incurred or imposed upon such persons in connection with any proceeding, whether civil, criminal, administrative or investigative to the fullest extent authorized by the laws of the state of Illinois. This includes instances where such person(s) may be made a party, or in which such person(s) may become involved, by reason of such persons being or having been a Director, officer, staff person, Member, or agent to the OIA. Also included are instances where such person(s) are included in a settlement, whether or not such person(s) are a Director, officer, Member Organization, or staff member at the time such expenses are incurred. Specifically excepted are cases where the person(s) are adjudged guilty of a criminal act, or in the instance of gross negligence or intentional misconduct in the performance of the duties of the office.
Proposed OIA Dues Increase for 2017

Background
The OIA Board of Directors charged the Governance committee with developing proposals for a dues increase for OIA members. The last dues increase was implemented in 2010.

The proposal was presented at the 2015 Montreal AGM and will be voted on at the 2016 Anaheim AGM, to take effect with the 2017 dues cycle. Membership as of 1 March is 10 Full, 8 Associate, and 61 Partner members. All calculations are based on these numbers and in U.S. dollars.

It is recommended that the dues structure be reviewed by the Governance Committee every two years to ensure there is not a large increase every five (5) or more years for membership.

Policies related to Membership Dues
Bylaws Article III, Membership, Section 6. Membership Dues.
Membership dues will be established by the Board. The Board shall have the authority to adjust dues for any type of membership upon request of a Member Organization.

Policy and Procedures Manual, Section II. Membership
(g) Membership Dues establishment – how, when, etc. (Article III, Section 6) – should include 12-18 months’ notice of increase (October 2005)
Membership dues will be established by the Board (bylaws language) with ratification by 2/3’s of the full voting membership at the AGM. Dues increases will go into effect at the next date due for payments after the AGM, but with a minimum of sixty (60) days notification. They shall be payable in U.S. dollars and due by March 1 for the current membership year (January 1 through December 31).

<table>
<thead>
<tr>
<th>Membership Category</th>
<th>2010 Increase</th>
<th>Current Dues Structure</th>
<th>FY2015 Dues</th>
<th>YTD 2016 Dues</th>
<th>Proposed Dues Increase</th>
<th>Projected Dues</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full (10)</td>
<td>$500 + $2/member → $500 + $3/member</td>
<td>$500 + $3/member (capped at $25,000)</td>
<td>$60,315</td>
<td>$60,790</td>
<td>$500 + $4/member (increase of $1 per member – capped at $25,000)</td>
<td>$70,804</td>
</tr>
<tr>
<td>Associate (8)</td>
<td>$500 → $750 flat fee</td>
<td>$750 flat rate</td>
<td>$4,500</td>
<td>$7,500</td>
<td>$900 (increase of $150)</td>
<td>$7,200</td>
</tr>
<tr>
<td>Partner (64)</td>
<td>$300 → $500 flat fee</td>
<td>$500 flat rate</td>
<td>$25,355</td>
<td>$22,600</td>
<td>$650 (increase of $150)</td>
<td>$41,600</td>
</tr>
<tr>
<td>Totals</td>
<td></td>
<td></td>
<td>$90,170</td>
<td>$90,890</td>
<td></td>
<td>$119,604</td>
</tr>
<tr>
<td>% increase over 2015 dues</td>
<td>32.64% increase from 2010 dues structure to 2017 proposed dues structure</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Proposed OIA Dues Increase for 2017

### Full Membership Breakdown

<table>
<thead>
<tr>
<th>Full Member Organisations</th>
<th>2016 Number of Members 2016 Reported</th>
<th>FY2015</th>
<th>Proposed Dues Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>AOA</td>
<td>47,156</td>
<td>$25,000 (capped)</td>
<td>$25,000 (capped)</td>
</tr>
<tr>
<td>OA</td>
<td>1,480</td>
<td>$5,108</td>
<td>$6,420</td>
</tr>
<tr>
<td>iO</td>
<td>3,374</td>
<td>$10,622</td>
<td>$13,996</td>
</tr>
<tr>
<td>DAAO</td>
<td>750</td>
<td>$2,750</td>
<td>$3,500</td>
</tr>
<tr>
<td>DGOM</td>
<td>500</td>
<td>$2,000</td>
<td>$2,500</td>
</tr>
<tr>
<td>FSO/SVO</td>
<td>730</td>
<td>$2,690</td>
<td>$3,420</td>
</tr>
<tr>
<td>ODFS</td>
<td>1,075</td>
<td>$3,725</td>
<td>$4,800</td>
</tr>
<tr>
<td>ONZ</td>
<td>171</td>
<td>$1,013</td>
<td>$1,184</td>
</tr>
<tr>
<td>SAGOM</td>
<td>38</td>
<td>$614</td>
<td>$652</td>
</tr>
<tr>
<td>VOD</td>
<td>2,208</td>
<td>$7,124</td>
<td>$9,332</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>57,482</strong></td>
<td><strong>$60,646</strong></td>
<td><strong>$70,804</strong></td>
</tr>
</tbody>
</table>
OIA Annual General Meeting
18 September 2016
American Osteopathic Association, Chicago, IL, USA

FULL Member Voting Ballot
Organisation: <NAME HERE>

Ratification of the OIA dues change

☐ I APPROVE the OIA dues change

☐ I DO NOT APPROVE the OIA dues change

The Board of Directors has voted to propose a membership dues increase, which, if approved by the voting members, would take effect with the 2017 dues cycle.

The Board recommends:

Full Member Organisations –
Increase from US $500 + $3/member (capped at US $25,000)
To US $500 + $4/member (capped at US $25,000)

Associate Member Organisations –
Increase from US $750 flat fee
To US $900 flat fee ($150 increase)

Partner Member Organisations –
Increase from US $500 flat fee
To US $650 flat fee ($150 increase)
In accordance with the OIA bylaws, the Board Chair has appointed a four-person Nominations Sub-committee to carry out the next elections to the Board of Directors. The committee members are: Dr Karen Nichols, Chair; Dr Alain Wurtz; Mr Tim Walker; Ms Chantale Bertrand. **It is the charge of this committee to oversee the nomination process, vet the applications and report to the Board.**

**The Full membership will vote on two (2) seats – with one (1) additional allocated seat – at the Anaheim, California AGM on Sunday, 18 September 2016.** The allocated seat, reserved for the largest Full member osteopath organisation, will be filled by that organisation’s designee, according to the bylaws.

The current OIA Full member organisations and their total votes are:

- American Osteopathic Association (AOA) – 7 Votes
- Institute of Osteopathy (iO) – 3 votes
- Osteopathic Physicians of France – Le Syndicat (ODFS) – 2 Votes
- Osteopaths New Zealand (ONZ) – 2 Votes
- Osteopathy Australia (OA) – 2 Votes
- 2 Votes shared between the Swiss Delegation:
  - Swiss Federation of Osteopaths (FSO-SVO)
  - Swiss Organisation of Osteopathic Physicians (SAGOM)
- 3 Votes shared among German Delegation:
  - German-American Academy of Osteopathy (DAAO)
  - German Association for Osteopathic Medicine (DGOM)
  - German Osteopathic Association (VOD)

The total votes stand at 21, with no delegation holding more than 33%.

The three (3) Board positions that are up for nomination in September are:

1. Ana Paula Ferreira, (BR), nominated by the General Osteopathic Council (GOsC), Partner Member, completing her first term
2. Stephen Hartshorn (UK), **allocated seat,** nominated by the Institute of Osteopathy (iO), completing his first term
3. Dr Alain Wurtz, (FR), nominated by the Osteopaths de France Syndicat (ODFS), completing his first term

The allocated seat, reserved for the largest Full member osteopath organisation, will be filled by that organisation’s designee, according to the bylaws; therefore two open positions will be filled by the nominees outlined on the following page.

To summarise the activities for Sunday, 18 September 2016, there will be one (1) allocated seat filled by the largest osteopath organisation and the election of two (2) representatives from the list of nominees collected by the Nominations Sub-committee.

**Qualification Guidelines**

**Bylaws Excerpt:**

*Article V – Board of Directors – Section 3. Number, Term, and Qualifications.*

Two (2) seats on the Board shall be allocated for the nominees of the osteopathic physician or osteopath organisation with the greatest number of members, and one (1) seat on the Board shall be allocated for the nominee of the organisation with the greatest number of members from the other stream of the profession.
Six (6) further seats on the Board will be filled by election at the AGM. No less than six (6) members of the Board shall hold a qualification that makes them eligible to practice as an osteopath or osteopathic physician.

Terms of office for all Directors are three (3) years. All Directors are eligible for re-election or reappointment to the Board but cannot serve more than two (2) terms in succession.

Each Director shall continue to hold office until his or her successor has been elected or appointed.

**Board of Director List of Competencies**

Every potential Board candidate, who will be a member of an OIA member organisation or lay person, must maintain a high ethical standard in representing and serving the OIA and the international osteopathic community, possess high integrity, and uphold professional conduct. In addition, the person must meet the following criteria:

1. Enthusiasm and willingness to work and provide leadership for the OIA.
2. Expertise in the osteopathic profession.
3. Knowledge and support of OIA programs.
4. Ability to help build consensus and be a team player.
5. Experience working productively with the OIA staff.
6. Understanding of commitment required:
   a. Understanding of time commitments and support of employer, family, etc…of the necessary time commitments.
   b. Consider the OIA one of your priority volunteer activities.
   c. Any perceived or potential conflict of interest identified and plans made to resolve if necessary.
7. Previous membership on an OIA committee, sub-committee or task force (recommended but not required)
8. Expertise in the following areas would be helpful to add value to the OIA Board:
   a. International, multinational or global experience.
   b. Membership or knowledge of similar organisations.
   c. Experience with strategic planning.
   d. Experience in the osteopathic academic community.
   e. Demonstrate the capacity to innovate and assess adequacy of resources to implement plans.
   f. Evaluate plans based on realistic assessments of the future.

The individual nominated must take an active role and contribute to the continuing growth and success of the OIA.

A nominee should be a lay person or representative from a member organisation who can uphold the above criteria.

**According to the bylaws, the list of nominees will be sent out to all member organisations by 20 July 2016.** Additional instructions regarding the voting process will be sent under separate cover, along with the options for voting by proxy and the designation of the official delegates from the voting member organisations.

**The following are the candidates’ applications and supporting documentation, in alphabetical order, submitted to the Nomination Sub-committee and approved by the Board of Directors.**
Candidate Information: Ana Paula Antunes Ferreira

Nominating Organisation: General Osteopathic Council

How the Candidate Meets the Competencies: Ana Paula Ferreira has served on the OIA Board for the past three years and, prior to that, has been an active participant in the OIA’s conferences for a number of years. As well as her clinical experience as an osteopath she has been at the forefront of efforts within Brazil to improve education and training for osteopaths, to obtain government recognition and to promote osteopathy to the Brazilian public. I believe that she brings enthusiasm and commitment to the work of the OIA, along with a strong personal understanding of the challenges faced by osteopaths in countries where the profession is not yet recognised. To the best of my knowledge, she has been an active member of the Board of Directors and has demonstrated that she is able and willing to meet the time commitment and other requirements of Board membership.

Candidate is a Member of the Following Organization: Registro Brasileiro dos Osteopatas (RBrO)

Candidate’s Reason for Standing: I have enjoyed working on behalf of the osteopathic international profession over the past three years as a member of the OIA Board of Directors and therefore am interested in continuing to serve on the OIA Board for a second term. As a board member of OIA, I would like to contribute directing our efforts towards the countries where the profession is not already established or regulated, to advocate for the osteopathic profession and the unification of our profession. It would be a pleasure to continue serving the OIA in order to advocate the philosophy and practice of osteopathic medicine and osteopathy throughout the world.

Summary CV:

- Ana Paula A. Ferreira is an osteopath that graduated from the Instituto Brasileiro de Osteopatia – IBO and registered on Registro Brasileiro dos Osteopatas – RBrO in 2002.
- She works in private practice in Rio de Janeiro and as a teacher of osteopathic training since 2003.
- Ana Paula has developed numerous new subject curricula and reviewed many exciting modules of the training program of IBO.
- She has worked as a volunteer from 1998 to 2004 at the first public osteopathic outpatient clinic at Rio de Janeiro.
- Ana Paula is the past chair of the Registro Brasileiro dos Osteopatas - RBrO that is leading the regulation process of osteopathy as a profession in Brazil. She has been serving RBrO since 2007.
- Ana Paula was part of the IBO Board from 2009 to 2013.
- In 2015 Ana Paula obtained a Master Degree in UNISUAM RJ and she is part of the team developing palpatory research on Pedro Ernesto University Hospital/ UERJ in Rio de Janeiro. She is an international affiliated member of the American Academy of Osteopathy.
Candidate Information: Stephen Hartshorn

Nominating Organisation: Institute of Osteopathy (allocated seat)

How the Candidate Meets the Competencies: Stephen is an experienced osteopath, with extensive experience of serving on the Institute’s Council and Audit Committee, most recently as President and Immediate Past President. He has experience of the international osteopathic market through representing the IO at the European Federation of Osteopaths (EFO). He has also completed a term on the OIA Board, and has the commitment and dedication to serve another term with the OIA.

Candidate is a Member of the Following Organization: Institute of Osteopathy

Candidate’s Reason for Standing: Stephen has a wealth of experience gained within complex political organisations, where he has been responsible for the delivery of multi-million pound programmes for international organisations and the UK Government. He believes that he can bring this corporate experience to the development and promotion of osteopathy on a global platform and is committed to the view that osteopathy has an increasingly important role to play in the global health economy where a growing percentage of the world’s health burden is taken up with chronic disease.

Summary CV:

- Graduated from the College of Osteopaths in 2007 and now runs a successful osteopathic practice in Swansea
- Before his osteopathic training, Stephen held senior roles in both the public and private sectors, and his experience working with an NHS Trust has given him a thorough understanding of the various dimensions of health care delivery and its impact on patients, which has subsequently been underpinned by his experience as a clinician
- Stephen was elected as President of the British Osteopathic Association in 2013, now the Institute of Osteopathy
- Stephen has worked as a Senior University Tutor where he was part of a small team responsible for the development a new Master’s Degree in Osteopathy and works for the Quality Assurance Agency with the responsibility to help ensure the standards of osteopathic education in the UK
Candidate Information: Dr. Sabine Léglise

Nominating Organisation: Osteos de France

How the Candidate Meets the Competencies: Sabine Léglise is both a medical doctor and an osteopathic doctor and knows the efficiency of osteopathy and the benefits it can give people in general, and patients when they are ill. She has been an osteopath since 2003 and has constantly studied since then to keep getting better. She has been a member of Osteos de France since 2003 and has been assistant general secretary of the organization since 2010, and general secretary since 2013. She likes to be involved and help others. She was part of the commission that regulated the program of the schools of osteopathy in France in 2013/2014 with other osteopathic practitioners and Ministry of Health representatives. She was appointed a member of the Commission Nationale d'Agrément (Approval Committee for French osteopathic schools) in 2014/2015 and 2015/2016 and participated in the meetings for approval of osteopathic schools, ensuring that they comply with the criteria asked for by the State. She has a private practice where she practices osteopathy, and has been teaching at dispensaire Hahneman. She has also been a member of the Osteopathic Cranial Academy since 2008; has trained as a table trainer there and teaches at the Introductory Cranial Course in France, under the supervision of the OCA and their representatives in France for the course. She gives lectures, helps the students at the tables for the practicals and translates the English lectures in French. Sabine Leglise is interacting with French osteopaths, whether they are originally MDs, physiotherapists or DOs (in France, there is three paths to become osteopaths). She speaks English very well. She is friendly and outgoing and is a good candidate for the board of OIA.

Candidate is a Member of the Following Organization: Osteos de France

Candidate’s Reason for Standing: I would like to help promote osteopathy as an important contribution that really helps people to stay in good health, and helps to treat them, by itself or with other therapeutic means. I would like osteopathy to be better recognized in all its capacities to restore homeostasis and to cure patients in every country. I believe osteopathy has a lot to offer, and has to be taught to more people, so that more patients have access to it. I would like to be part of an organization that helps towards these goals. I work in my own practice so I can choose my hours of work, and would be free to attend all the meetings required by the OIA.

Summary CV:

- Born 16 August 1958 in Paris, France
- Medical Doctor in 1988, Orthopaedic Surgeon until 2003
- Doctor of Osteopathy in 2003
- Works in a private practice in Paris as an osteopath since 2003
- Member of Ostéos de France since 2003
- Assistant general secretary of Ostéos de France 2010/2013, then general secretary 2013 until now
- Member of the French committee for the new programs of osteopathic schools (2013/2014)
- Member of the Commission Nationale d'Agrément for osteopathic schools (at the French Ministry of Health)
- Member of the Osteopathic Cranial Academy (USA) since 2008
- Table Trainer at the OCA since 2011, lecturer at Introductory Cranial Course in France since 2012
- Translator for the American lecturers at the ICC in France since 2012
- Languages spoken: French and English
- Hobbies: Hiking, Ballet

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Candidate Information: Frank Mueller MD; DO-DAAO

Nominating Organisation: German American Academy of Osteopathy (DAAO)

How the Candidate Meets the Competencies: I have known Frank Mueller for decades as a highly professional physician, teacher and member of the DAAO Board, as well as a person of integrity and great social skills. As Vice-President of the DAAO, he is responsible for the foreign relationships in our organization. He represents, with this position, the largest European organization of osteopathic physicians. As a member of the teaching team of the DAAO, he spreads osteopathic philosophy and behavior among the physician community in Germany and is an extremely active part in the process of optimizing medical management of our patients. With his attitude and skills, Frank Mueller is an enrichment for the osteopathic movement.

Candidate is a Member of the Following Organization: German American Academy of Osteopathy

Candidate’s Reason for Standing: I love the contact to international DO’s and have learned a lot from DO’s from different countries (US, England; France; Belgium; Norway; Germany etc.). I enjoy working with osteopathic colleagues around the world, for example at the EROP, and developing organizations like the umbrella organization of the osteopathic physician organizations in Germany (BDOAE). I would like to give back something to the osteopathic world and offer my help to develop this organization.

Summary CV:

- Born: May 18 1967;
- Board Certified (German Chamber of Physicians):
  - Orthopedic Surgery;
  - Manual Medicine;
  - Acupuncture;
  - Sports medicine;
  - Physical Therapy
  - Emergency Care
  - Psychosomatic interventions
- Certified in Osteopathy by DAAO and EROP; in Private Practice since 2003 (Office for Orthopedics and Osteopathy);
- Vice-President of the German-American-Academy of Osteopathy (DAAO);
- Secretary of the professional organization of German osteopathic physician organizations (BDOAE); Vice-Chair of the Member Relations Committee OIA.
- From 2012, I have worked with the leaders of the other German osteopathic physician organizations in the foundation process of the umbrella organization and became a member of the board of the BDOAE.
- Since 2012, I am the delegate of my organization for the annual meetings of the OIA. Since the same year, I am the delegate of the DAAO for the European Register of Osteopathic Physicians for the half annual meetings of osteopathic physician organizations from all over Europe and have helped to develop future strategies in this international collaboration.
Candidate Information: Philippe Sterlingot

Nominating Organisation: Forum for Osteopathic Regulation in Europe (FORE)

How the Candidate Meets the Competencies:

1. **Enthusiasm and willingness to work and provide leadership for the OIA.** (After five years working hard to achieve French osteopathic education reform and the recently approved European Standard on Osteopathic Healthcare provision (developed in collaboration with the European Committee for Standardisation), it is the right time for me to become more involved in osteopathic international affairs and I feel I have much to contribute).

2. **Expertise in the osteopathic profession.** (20 years’ practising experience, 14 years serving as Chair of one of the main French osteopathic professional organizations, 11 years’ international osteopathic affairs experience, vice-chair of FORE since 2015 has all given me a wide overview of the status and context of the osteopathic profession across Europe and internationally. In addition, as the official representative of osteopathy to the French Government, I have written a number of supporting documents, based on the scientific, political and legal perspectives of the profession.

3. **Knowledge and support of OIA programs.** (The OIA strategic plan 2014-2016 emphasizes a vision which puts osteopathy and patient understanding at the forefront of future healthcare. I am a tireless supporter of the idea that the osteopathic approach ‘understands’ how a person functions systemically, which is quite different to conventional medicine. This represents a real shift in the way healthcare is delivered. I am completely in line with this vision and position of osteopathy and osteopathic medicine in healthcare, and this is one of the reasons why the SFDO actively encouraged the osteopathic profession in France to take part in the last OIA survey for Osteopathic global report).

4. **Ability to help build consensus and be a team player.** (For the last 14 years I have managed the SFDO Board of Directors and a team of appointed staff, and have wide experience of building consensus. This ability to find compromises is one of the main reasons why the French Government moved from its initial opposition to the European Standard on Osteopathic Healthcare Provision, to voting in favour of approval).

5. **Experience working productively with the OIA staff.** (The SFDO has experience of working productively with the OIA, having hosted the OIA’s annual meeting in Paris, 2012).

6. **Understanding of commitment required.**
   - As the Chair of an organization, I am used to working 80 to 100 days a year to serve my organization and I share equally my time between my practice and my position as a Chair. Considering this, and with the agreement of both family and colleagues, I am able to give my time to the work of the OIA.
   - Consider the OIA one of your priority volunteer activities. (The OIA is likely to become one of my priority volunteer activities).
   - Any perceived or potential conflict of interest identified and plans made to resolve if necessary. (I am neither an owner nor a teacher in any osteopathic school; consequently I have no private interests to declare. I recently signed up to a public non interest declaration for the French Ministry of Health in order to join the schools assessment committee (see below in my CV).

7. **Previous membership on an OLA committee, sub-committee or task force** (recommended but not required): N/A.

8. **Expertise in the following areas would be helpful to add value to the OIA Board.** (As Chair of the SFDO, with appointed staff and a Board of Directors, as vice-chair on FORE and one of the main actors of French osteopathic regulation, I have developed skills and expertise to be able to develop and evaluate strategic plans from a political and legal perspective. I also have solid experience in working very closely with the academic community).

**Candidate is a Member of the Following Organization:** Syndicat Français Des Ostéopathes
Candidate’s Reason for Standing: Since the creation of the Osteopathic International Alliance, I have been a keen supporter of its mission and goals. The way the OIA has been developed and is currently organized – establishing two main streams in worldwide osteopathy – reflects the situation in France where I have always worked hard to manage good, friendly and constructive relationships with French osteopathic physician colleagues. In this way, we have been able to manage an efficient and powerful dialogue with representatives of French osteopathic physicians to achieve the recent reforms to osteopathic education. For example, (http://www.osteopathe-syndicat.fr/actualite-osteopathe-du-sfdo/item/416-reform-of-osteopathic-training-in-france.html). This is also one of the reasons why I have been trying to achieve SFDO full membership of the OIA since 2008, which unfortunately to date has not been possible. Despite this, I do hope my contribution would be of value to the OIA Board of Directors, if I were fortunate enough to be elected.

Summary CV:
- Graduated in Biology 1984 (Diplôme d’Etudes Universitaires Générales), in Physiotherapy 1987
- Graduated in Osteopathy 1996 (Collège International d’Ostéopathie – CIDO Saint-Etienne),
- Master in laws 2007 (Droit de la santé et éthique, Université de Droit et Sciences Politiques de Rennes I)
- Member of American Academy of Osteopathy since 2003
- Member of the Osteopathic Cranial Academy since 2011
- Osteopathic private practice in Nantes, France, since July 1995
- Representative of French Osteopaths on FORE since 2006
- Vice-Chair of FORE since 2015
- Current chair of SFDO since 2002, representative of French Osteopaths to the French authorities and closely involved in the whole process of osteopathic recognition and regulation in France
- Current and past member of the French schools accreditation committee of the French Government
- Author of a survey on behalf of the French Government about the comparison between qualification level of physicians, physiotherapists and osteopaths in the European Union (2010)
- Participation in development of WHO benchmarks for training in Osteopathy (2010)
- Participation and head of French delegation for the European Standard on Osteopathic Healthcare Provision (Technical Committee CEN/414)
- Contributor and co-writer of “Devenir Ostéopathe, Agir avec Compétence” (SNESO editions, Saint Etienne, mai 2012, ISBN 978-2-9542008-0-3), under the supervision of Jacques Tardif, Sherbrooke University Professor
2016 Anaheim Voting Ballot Overview

Current Board members (terms not expiring this year):
- Jane Carreiro, DO (US)° Chair, Nominated by the AAO (Partner Member)
- Charles Hunt, (UK)° nominated by the Registro Brasileiro dos Osteopatas (RBrO) (Associate member)
- William Burke DO (US)*° nominated by the AOA (Full member-allocated seat)
- John Gimpel, DO (US) nominated by the National Board of Osteopathic Medical Examiners (NBOME) (Partner Member)
- Karen Nichols, DO (US)*° nominated by AOA (Full Member), allocated seat
- Antony Nicholas, DO (AU) nominated by the General Osteopathic Council (GOsC) (Partner member)

Board Members Terms Expiring:
- Stephen Hartshorn, DO (UK)*, nominated by Institute of Osteopathy (iO) (Full Member)
- Ana Paula Ferreira, DO (BR), nominated by the GOsC (Partner Member)
- Alain Wurtz MD, DO (FR), nominated by the Ostéos de France/Syndicate (Full member)

Nominees on the Ballot:
- Ana Paula Ferreira, DO (BR) nominated by the General Osteopathic Council (GOsC) (Partner Member)
- Sabine Léglise, MD, DO (FR), nominated by Osteos de France Syndicat (ODFS) (Full Member)
- Frank Mueller MD DO-DAAO (DE), nominated by the German American Academy of Osteopathy (DAAO) (Full Member)
- Philippe Sterlingot, DO (FR), nominated by Forum for Osteopathic Regulation in Europe (FORE) (Partner Member)

Allocated Seat:
- Stephen Hartshorn, DO (UK)*, nominated by Institute of Osteopathy (iO) (Full Member)

* Indicates bylaw-allocated seat. Two seats allocated for the osteopathic physician or osteopath organisation with the greatest number of members, (currently AOA); one seat allocated for the organisation with the greatest number of members from the other stream of the profession (currently iO).
° Indicates directors in their second consecutive term on the Board

Anaheim Election Procedure:
Mr Hartshorn will maintain the iO allocated seat that he currently holds for a second term, according to the bylaws. The remaining seats will then be filled by the election of two (2) representatives of the four (4) remaining candidates.

Voting Procedure:
- Each delegation will be given one ballot for each of their allotted votes
- Each delegation will check two names on each ballot
- There can be a total of 21 votes for the open seats on the Board. The candidates who receive the largest number of votes will be elected
- In the event of a tie, a re-vote will occur until there is one clear winner
Board of Directors Elections
Full Member Voting Ballot

During the AGM, the Full membership will vote on **two (2) seats – with one (1) additional allocated seat** from the list of nominees collected by the Nominating committee.

The seat designated for the largest osteopath organisation (currently iO) that is up for allocation will be filled by their designee, Stephen Hartshorn (UK), according to the bylaws.

Each Full Voting Member delegate will receive the number of ballots for each vote they are entitled. Please cast your organisation’s votes, choosing **two (2) of the candidates below**.

Allocated Seat:

- Stephen Hartshorn (UK)*, nominated by the iO (Full member-allocated seat)

Nominees on the Ballot – Please select two (2) candidates:

- Ana Paula Ferreira, DO (BR), nominated by the General Osteopathic Council (GOsC) (Partner Member)

- Sabine LEGLISE, MD, DO (FR) nominated by Osteos de France (ODFS) (Full Member)

- Frank Mueller, MD, DO (DE) nominated by the German American Academy of Osteopathy (DAAO) (Full member)

- Philippe Sterlingot, DO (FR) nominated by the Forum for Osteopathic Regulation in Europe (FORE) (Partner Member)
Dear Colleagues,

It has been over ten years since the concept of an international organization representing the global osteopathic profession was first explored. The OIA has evolved since its inception and with the assistance and guidance of individuals such as yourself, there has been significant progress on many of the Alliance’s early goals and strategic initiatives. We have also had many changes in staffing and support, and much of the collective memory of the alliance has been lost.

With that in mind, the OIA Board of Directors recently met to discuss the future of the Alliance and the next phase in our growth and development. After many thoughtful discussions, we arrived at the point reflected in the new vision, mission and strategic plan. We will be sharing this with all our members for feedback but prior to that we would very much like your input as a leader in the global osteopathic profession and Past Chair of the OIA Board.

We appreciate any feedback you can provide and would like to have your comments/queries/suggestions by 4 April 2016.

Again thank you for your time, commitment and support to the global osteopathic profession.

Sincerely,

Jane

Jane E. Carreiro, DO
Chair, OIA Board of Directors
OIA Strategic Plan Framework 2017-2019

Vision – Every person worldwide has access to high quality osteopathic healthcare.

Mission – To encourage systems of education and regulation which will ensure high standards for safe and effective health care from osteopaths and osteopathic physicians.

Strategic Initiatives

Access to Care

The OIA will facilitate patient choice by:

- Informing and engaging national and international healthcare authorities to provide access and eliminate barriers to osteopathic care for their citizens
- Providing responsible and transparent public communication about osteopathy and osteopathic medicine

Capacity to Serve

The OIA supports global collaboration and commitment to osteopathic:

- Professional organization development and improvement
- High quality educational standards and delivery
- Research to inform best practices
- Legislative recognition
- Standards and regulation distinct to the profession

The OIA Core Values:

- Uphold the stewardship of osteopathic philosophy and practice
- Acknowledge and respect both streams of osteopathic healthcare
- Encourage collaboration
- Uphold transparency and integrity
- Embrace altruism and person-centeredness
- Commit to good governance and accountability to ensure organizational sustainability
Q1: The OIA Board met 7-8 March 2016 in Chicago, Illinois US. The OIA Mission and Vision were reviewed and discussed. The statements below represent the outcomes. The OIA Board is seeking feedback from OIA Past Chairs. Please rate your level of agreement with the following:

The OIA Vision Statement: Every person worldwide has access to high quality osteopathic healthcare.  
- Strongly Agree

The OIA Mission: To encourage systems of education and regulation which will ensure high standards for safe and effective health care from osteopaths and osteopathic physicians.  
- Agree

Q2: The Board also developed OIA Core Values. Please rate your level of agreement with the following statements - The OIA Values

- Uphold the stewardship of osteopathic philosophy and practice  
- Strongly Agree

- Acknowledge and respect both streams of osteopathic healthcare  
- Strongly Agree

- Encourage collaboration  
- Strongly Agree

- Uphold transparency and integrity  
- Strongly Agree

- Embrace altruism and person-centeredness  
- Strongly Agree

- Commit to good governance and accountability to ensure organizational sustainability  
- Agree

Q3: The OIA has selected two primary areas of strategic focus for 2017-19. These areas are: Access to Care and Capacity to Serve. Please rate your level of agreement with the following statements under Access to Care. The OIA will facilitate patient choice by:

- Informing and engaging national and international healthcare authorities to provide access and eliminate barriers to osteopathic care for their citizens.  
- Agree

- Providing responsible and transparent public communication about osteopathy and osteopathic medicine.  
- Strongly Agree
Q4: Please rate your level of agreement with the following statements under Capacity to Serve. The OIA supports global collaboration and commitment to osteopathic:

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Q5: Comments and/or concerns:

I miss best practice as one of the big shoes in Osteopathic care. Only OIA can work in this area. Best practice should be coordinated with WHO.
Q1: The OIA Board met 7-8 March 2016 in Chicago, Illinois US. The OIA Mission and Vision were reviewed and discussed. The statements below represent the outcomes. The OIA Board is seeking feedback from OIA Past Chairs. Please rate your level of agreement with the following:

The OIA Vision Statement: Every person worldwide has access to high quality osteopathic healthcare.  

Agree

The OIA Mission: To encourage systems of education and regulation which will ensure high standards for safe and effective health care from osteopaths and osteopathic physicians.  

Agree

Q2: The Board also developed OIA Core Values. Please rate your level of agreement with the following statements - The OIA Values

- Uphold the stewardship of osteopathic philosophy and practice  
  Strongly Agree

- Acknowledge and respect both streams of osteopathic healthcare  
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- Encourage collaboration  
  Strongly Agree

- Uphold transparency and integrity  
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- Embrace altruism and person-centeredness  
  Strongly Agree

- Commit to good governance and accountability to ensure organizational sustainability  
  Strongly Agree

Q3: The OIA has selected two primary areas of strategic focus for 2017-19. These areas are: Access to Care and Capacity to Serve. Please rate your level of agreement with the following statements under Access to Care. The OIA will facilitate patient choice by:

- Informing and engaging national and international healthcare authorities to provide access and eliminate barriers to osteopathic care for their citizens.  
  Strongly Agree

- Providing responsible and transparent public communication about osteopathy and osteopathic medicine.  
  Strongly Agree
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Q5: Comments and/or concerns:

I have two comments which may actually be concerns - I'll leave you to decide.
First, legislation has not always proved to be an undiluted 'good thing'; I believe it's a worthwhile strategic objective, but also that legislation brings more consistent and tangible benefits when it comes at the right time, and is well structured. Second, the statements above make several references to standards. I note that these are standards with a small 's' rather than 'Standards'.
Again, development, implementation and monitoring of Standards is onerous and resource hungry, especially for a small and growing profession facing many challenges. I support the principle but encourage a pragmatic approach. I'm also concerned that the OIA itself is not 'sucked into' a role that involves developing and applying standards across several national boundaries. Otherwise the statements look appropriate.
Thanks for asking.
Q1: The OIA Board met 7-8 March 2016 in Chicago, Illinois US. The OIA Mission and Vision were reviewed and discussed. The statements below represent the outcomes. The OIA Board is seeking feedback from OIA Past Chairs. Please rate your level of agreement with the following:

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Q5: Comments and/or concerns:

This a a strong leadership move to review these foundations of the organisation. The whole process will need to be well presented and explained to the membership in order to maintain relevance for existing members, while attracting new members.
Q1: The OIA Board met 7-8 March 2016 in Chicago, Illinois US. The OIA Mission and Vision were reviewed and discussed. The statements below represent the outcomes. The OIA Board is seeking feedback from OIA Past Chairs. Please rate your level of agreement with the following:

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OIA Strategic Planning Feedback

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Is very important: Role set the Osteopath within their competence in health systems.
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Very good on Vision. Needs more detail on how this can be actually implemented in various circumstances found amongst OIA member groups.
Osteopathic International Alliance (OIA)
Annual General Meeting Minutes
Hotel Bonaventure –
Montreal Canada
25 September 2015
16:00-17:30

Full Members Present
American Osteopathic Association (AOA)–Dr John Becher, Dr William Burke, Dr Boyd Buser, Ms Adrienne White-Faines
German American Association for Osteopathy (DAAO)–Dr Frank Mueller
German Association for Osteopathic Medicine (DGOM)–Dr Bernhard Ewen
Institute of Osteopathy (iO)–Mr Maurice Cheng, Mr Stephen Hartshorn
Federation Suisse des Osteopathes (FSO-SVO)–Mr Sebastian Byrde
Medecins Osteopathes De France–Le Syndicat (ODFS)–Dr Alain Wurtz
Osteopaths New Zealand (ONZ)–Mr Jonathan Lloyd Paine, Mr Andy Gibson
Osteopathy Australia (OA)–Mr Michael Mulholland-Licht, Mr Antony Nicholas

Associate and Partner Members Present
Accademia Italiana di Medicina Osteopatica (AIMO) – Mr Marco Giardino,
American Association of Colleges of Osteopathic Medicine/Council of Student Government Presidents (COSGP) – Student Doctor Payal Aggarwal
American Academy of Osteopathy (AAO)–Dr Jane Carreiro
American Association of Osteopathic Examiners (AAOE)–Dr Geraldine O’Shea
Australasian Osteopathic Accreditation Council (AAOC)–Mr Clive Standen
Belgian Society of Osteopaths (SBO-BVO, UP) – Mr Christain Gerard, Mr Dirk Segers,
British School of Osteopathy (BSO) – Mr Charles Hunt
Canadian Federation of Osteopaths (CFO)–Ms Gail Abernethy, Ms Chantale Bertrand
Centre Osteopathique Du Quebec (COQ)– Ms Chantal Morin
Edward Via Virginia College of Osteopathic Medicine (VCOM)-Dr Jan Willcox, Dr Barbara Walker
European Federation of Osteopaths (EFO) – Marika Jevbratt
European Registry for Osteopathic Physicians (EROP) – Mr Jean-Michel Besnard
Forum for Osteopathic Regulations in Europe (FORE)–Mr Gert-Jan Goede, Mr Philippe Sterlingot
General Osteopathic Council (GOsC)–Mr Tim Walker
Instituto Brasileiro De Osteopatia LTDA (IBO)- Ms Maria Letizia Maddaluno, Ms Natalia Salles da Rocha
Japan Osteopathic Federation (JOF)–Mr Yoshiteru Hiratsuka
Michigan State University College of Osteopathic Medicine (MSUCOM) – Dr William Strampel
National Board of Osteopathic Medical Examiners (NBOME)–Dr Wayne Carlson, Dr Mark Eastman, Dr John Gimpel
Oklahoma University College of Osteopathic Medicine (OSUCOM) – Student Doctor Cienna Lohaus
Ontario Association of Osteopathic Manual Practitioners (OAO)–Ms Kari Hope, Ms Elizabeth Leach, Ms Rhonda Foster, Ms Catherine Cabral-Marotta, Ms Nancy Spence
Ontario Federation of Osteopathic Professionals (OFOP)–Mr Jacob Brainis
Osteopathic Board of Australia (OBA)–Dr Cathy Woodward, Ms Nikole Grbin
Osteopathic Council of New Zealand (OCNZ)–Ms Emma Fairs
Osteopathie Quebec (OQ)–Mr Alain Bouchard, Ms Carole Dumais, Mr Marc Gauthier, Mr Gabriel Venne
Registro Brasileiro dos Osteopatas (RBrO)–Ms Ana Paula Antunes Ferreira
Student Osteopathic Medical Association (SOMA)–Student Doctor Alexander Smith
West Virginia School of Osteopathic Medicine (WVSOM)–Dr Robert Foster

**Guests**
Association FranAgaise d’OstA©opathie (FR) – Mr David Dessauge
Counseil Interprofessional du Quebec (CA) – Mr Jean-Francois Thout
Japan Osteopathic Professionals Association (JP) – Mr A. Shimomura
National Council for Osteopathic Research (UK)–Dr Dawn Carnes
Osteopathy British Columbia (CA) – Ms Julie Brown
Registro degli Osteopati d’Italia (IT) – Mr Marco Petraccia, Ms Carlile, Valentina
Southern Cross University (AU) – Mr Paul Orrock

**Board Members in Attendance**
Dr Jane Carreiro, Chair
Mr Charles Hunt, Vice-chair
Dr William Burke, Secretary-Treasurer
Ms Ana Paula Ferreira
Dr John Gimpel
Mr Stephen Hartshorn
Mr Michael Mulholland-Licht
Dr Alain Wurtz

**Excused**
Dr Karen Nichols

**Staff**
Ms Linda Mascheri, OIA Staff
Ms Verna Bronersky, OIA Staff

**Highlights from the Annual General Meeting**

1. **Chairman’s Welcome**
   Dr Jane Carreiro welcomed attendees and opened the meeting with introductions of the Board members and attendees, and a brief overview of the Board composition and allocations.

2. **Approval of Minutes**
   The Full membership moved, seconded and unanimously approved the minutes from the 2014 London Annual General Meeting as amended. SAGOM was corrected as a Full Member.

3. **IJOM Subscription:** The OIA has granted Elsevier and the International Journal of Osteopathic Medicine (IJOM) the right to acknowledge that the journal is recognized by the OIA. It is not the
official journal. The OIA board is interested in collaborating with other journals that are of importance to the profession. The IJOM, published by Elsevier, is offering all members of the OIA individual discounted subscriptions to the journal, starting from 2015. Discounted subscription (January 2015–December 2015): EURO €64.00. Members should contact the Publisher with their name and billing details.

Strategic Plan Update: Mr Mulholland-Licht presented an update of the OIA’s 2014-2016 Strategic Plan. The following OIA projects were developed as member benefits in 2015:

- Greater review of governance and financial structure
- Research Network and resources
- Expanded membership
- Additional member resources (all member resources can be found on the OIA’s website, including:
  - The Global Osteopathic Reports 1 & 2
  - International Osteopathic Healthcare Week materials for each member to use to promote this event,
  - OIA’s Speaker’s Bureau where members can invite a member of the Bureau to present at their meetings,
  - International Osteopathic Research Network resources to encourage continued research pertaining to the profession, and
  - The OIA Twitter account where members can follow the events taking place within the OIA.

Mr Mulholland-Licht emphasized the importance of embracing the two streams of the global osteopathic global profession. He stressed speaking in one voice to promote excellence and advocating for quality in training and practise. The Board welcomes the diverse culture of its members and the range of practise within the global osteopathic profession.

OIA Membership
The OIA has 79 organisational members representing 28 countries on 5 continents; 10 Full, 9 Associate and 60 Partner members.

New Members
The following Partner members were ratified:

Academia Italiana di Medicina Osteopatica (AIMO), Italy – February 2015
Escuela Argentina de Osteopatía (EAdO), Argentina – March 2015

Member Relations Committee: Ms Ferreira, chair, reported on the following highlights of the annual membership survey:

Goals of the Member Survey:
• to seek ways of improving communication with our members
• find out members opinion on different topics like information dissemination
• larger OIA projects
• increasing osteopathic awareness and members benefits
• report on best osteopathic practices
• report on cost effectiveness in osteopathic care
International Osteopathic Healthcare Week:

- 16 member organisations participated and shared their activities during the IOWH 2015
- Activities included: brochures, videos, podcasts, interviews, press releases, t-shirts, free services and donations
- The OIA Member Relations Committee and Board of Directors have developed several resources, i.e., poster, information cards. The activities are available at OIA website, Facebook and Twitter.
- Publication of the OIA’s Osteopathy and Osteopathic Medicine: A Global View of Practice, Patients, Education and the Contribution to Healthcare Delivery, what do you see as the next big project for the OIA?

Future IOHW Weeks:

- 17-23 April 2016
- 16-22 April 2017
- 15-21 April 2018

External Affairs:

World Health Organisation: On May 19, 2015, the OIA Executive Secretary Josh Kerr, Immediate Past-Chair Michael Mulholland-Licht and Dr Carreiro were invited to meet with Zhang Qi, Coordinator of Traditional and Complementary Medicine (TCM) Division at the World Health Organization (WHO). Dr. Zhang discussed two projects the WHO plans to develop. The first, a Global Report on Manual Therapies, will include all internationally used modalities. Experts within the TCM division will draft the document using collected data and information. Work was scheduled to begin on the report in the later part of 2015 and Dr. Zhang solicited immediate input from the OIA on the outline of the report and the content of the questionnaire. With Mr. Kerr’s assistance, Mr. Mulholland-Licht and Dr Carreiro shared these drafts with the Board and were able to provide input to the WHO before the end of May.

A second planned WHO-TCM project is a report on the safety and quality of service delivery in traditional and complementary medicine. This is needed to promote safe practice standards. The WHO plans to select institutions in several countries to identify challenges to quality and safety assurance and describe successful responses. These will then be compiled into a checklist that can be adapted and shared between countries and modalities. Mr. Mulholland-Licht and Dr Carreiro identified many similarities and parallels between this planned WHO project and the timelines. The proposal will then go before the appropriate WHO committee, WHO board and OIA board for review. The collaboration must show mutual benefit to both groups. In the meantime, we have agreed to move forward with the Global Report on Manual Therapy, which will be a comparison of capabilities among professions (the OIA can also ask for contacts for this, to help lead it and to provide information for Stage 2 of our Capabilities document). This global report and our Stage 2 of the Competency Domains document will show collaborative work with other professions, and along with our previous projects together, should move forward official relations.

Secretary-Treasurer’s Report

Dr Burke reported the OIA is in a sound financial position with net assets of $97,010, the Reserve fund balance of $94,632 leaving total assets of $191,643.
2015 Membership fees: Currently, the OIA has collected USD $88,925 in annual fees.

New Business

Proposed 2017 Dues Increase for 2016 Vote by Full members

OIA was initiated in 2004, incorporated in 2005. The initial dues/fees structure began in 2005 and the last dues/fees increase was in 2010.

Association management experts dictate that a healthy and viable organization should keep between six months and two years of operating funds in reserve in case of emergency. The OIA’s newly developed reserve fund currently has approximately six months operating reserves. And, OIA’s strategic plan calls for the organization to use money in this fund from time to time for OIA special projects such as the reports undertaken to enhance collaboration with the WHO. Ballots will be sent to Full members by 1 June 2016.

Proposed Dues Increase for 2017:

Full Members: US $500 + US $4/member (capped at US $25,000)
Associate: US $900 (increase of US $150)
Partner: US $650 (increase of US $150)
Projected 2017 Dues $115,778

This proposed dues increase will be presented for a vote to the membership at the 2016 AGM.

The Importance of Succession Planning

Succession planning is an essential part of risk management and good governance. It can be used to build strong leadership, help a business survive the daily changes in the marketplace, and force executives to review and examine the company's current goals. To ensure continuity of the OIA’s strategic goals, the OIA Board agreed the best succession planning for the continuity of the organization and external relationships would be for the Vice-chair position to be changed to the Chair-elect position. This position would be a protected position with the intent to work together with the immediate past chair prior to becoming Chair. More details will be presented in the coming months, and this issue will be presented for ratification by Full members in 2016.

Bylaws

Chair, Vice-Chair and Sec/Tres terms are 2 years
Alternate chairmanship between an osteopath and an osteopathic physician.

Proposed Bylaws Changes for 2016:

- Title of Vice-Chair changed to Chair-Elect
- Chair-Elect automatically assumes Chair position
- Individual will remain in a protected seat until conclusion of his/her chairmanship. The above does not include a financial impact.
- Immediate Past Chair remains on the Board as a non-voting member until the presiding chair’s term is completed. Financial Impact project at $5000/year.
The bylaws changes will be presented to the membership for voting at the 2016 AGM.

2016 Annual Conference and General Meeting
The 2016 Conference and AGM will be co-hosted by the American Osteopathic Association in conjunction with their annual convention on 18-20 September, Anaheim, California (USA). OIA’s Conference is scheduled for 17-19 September.

2016 Dues Cycle
The 2016 dues invoices will be sent out in November. OIA’s Policy & Procedures state that Full members’ dues must be paid in full by 1 June to be eligible to vote in the next Annual General Meeting. You can pay your dues online. At: http://wp.oialliance.org/?page_id=2081

5 Year Reviews: Notices for 2011 Ratified Members will begin in December 2015.

Reports:
The Board of Directors presented their annual report to the membership from November 2014 through December 2015.

International Osteopathic Research Network: Mr Mulholland-Licht reported that this network was created from members requests and first met at the Austin conference. The goal of this network is to foster collaboration, coordination and knowledge exchange as a means to promote rigorous international research efforts on osteopathic principles and practises and to promote the translation of osteopathically relevant research into practise to optimize patient care.

Conference Organising Committee: Mr Hunt welcomed attendees. There were a total of 81 attendees, representing 31 organizations from 15 countries.

2016 Anaheim Conference: Mr Hunt invited all attendees to mark their calendars for the 2016 Anaheim Conference. The AGM will be held on 17 September followed by the OIA’s programme scheduled for 18-19 September in partnership with American Osteopathic Association. This conference will focus on special interests in Geriatric osteopathy and raising student involvement.

He announced that the Committee is accepting proposals to co-host the 2017 and/or 2018 conferences. Host Proposals Form is posted on website under Events

Candidates’ Forum
Dr Wurtz explained the election procedure, noting that Dr Burke will maintain the seat allocated to the largest Full member organisation, according to the bylaws and therefore is not part of the election process. The remaining seats will then be filled by the election of one (1) representative of the six (6) remaining candidates. He provided the following update of the current Board members’ terms of office:

Board member terms expiring:
- Mr Michael Mulholland-Licht, Member-at-Large - second term, not eligible for re-election),
  and
- Dr William Burke (US), First term, nominated by the AOA (Full member-allocated seat)
Dr William Burke (US)*, nominated by the AOA (Full member-allocated seat). Dr Burke will maintain the AOA allocated seat that he currently holds for a second term, according to the bylaws. The remaining seats will then be filled by the election of two (2) representatives of the six (5) remaining candidates.

Current Board members (terms not expiring this year):
- Dr Jane Carreiro (US),
- Dr William Burke (US), nominated by the AOA (Full member – allocated seat),
- Mr Charles Hun, DO (UK), nominated by the iO (Full member) and GOsC (Partner member),
- Ms Ana Paula Ferreira DO (BR), nominated by the GOsC (Partner member),
- Dr Alain Wurtz, DO (FR), nominated by the Osseos de France/Syndicate (Full member).

2015 Nominees:
- **William Burke**, (US), nominated by American Osteopathic Association (Full member)
- **Heather P. Ferrill**, (US), nominated by the American Academy of Osteopathy (AAO) (Partner member)
- **Charles Hunt**, (UK), nominated by the Registro Brasileiro dos Osteopatas (RBrO) (Associate Member)
- **Frank Mueller** (DE), nominated by the German Association of Osteopathic Medicine (DGOM) (Full member)
- **Antony Nicholas**, (AU) nominated by the General Osteopathic Council (GOsC) (Partner member)
- **Philippe Sterlingot**, (Fr), nominated by the Forum for Osteopathic Regulation in Europe (FORE) and BVO e.V. Germany (Partner member)

Voting: The Full membership will vote on two (2) remaining open seats. Each seat’s term is three-years (3), limited to two (2) consecutive terms, which begin immediately following the OIA’s Annual General Meeting.

Voting Allocation: The current OIA Full member organisations and their total votes are:
- American Osteopathic Association (AOA) – 7 Votes
- Institute of Osteopathy (iO) – 3 votes
- Osteopathic Physicians of France – Le Syndicat (ODFS) – 2 Votes
- Osteopaths New Zealand (ONZ) – 2 Votes
- Osteopathy Australia (OA) – 2 Votes
- 2 Votes shared between the Swiss Delegation:
  - Swiss Federation of Osteopaths (FSO-SVO)
  - Swiss Organisation of Osteopathic Physicians (SAGOM)
- 3 Votes shared among German Delegation:
  - German-American Academy of Osteopathy (DAAO)
  - German Association for Osteopathic Medicine (DGOM)
  - German Osteopathic Association (VOD).
Process: Each delegation received one ballot for each of their allotted votes. Each ballot should be completed by checking 2 names for a total of 21 notes for the open seats on the Board. The candidates who receive the largest number of votes will be elected. In the event of a tie, a re-vote will occur until there is one clear winner.

2015 Board Election Results
Mr Antony Nicholas, CEO, Osteopathy Australia was elected to the OIA Board for a three-year term, replacing Mr Michael Mulholland-Licht who completed his second term. Dr William Burke was elected by acclamation by American Osteopathic Association, the largest osteopathic physician member organisation.

Outgoing Directors: On behalf of the OIA Board, Dr Carreiro, OIA Chair, thanked Mr Michael Mulholland-Licht who rotated off the Board at this meeting, and presented a plaque acknowledging his years of dedication and service, not only to the OIA but to the entire osteopathic profession.

Dr Carreiro thanked the membership for its continued support of the Alliance and attendance at the Montreal Conference. She acknowledged the partnership and work of the Osteopathy Quebec for making this conference a success.

The 2015 Montreal Annual General Meeting was adjourned.