

Required for Adoption: Majority Vote Category:
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1 **PROPOSED BY: ARIZONA CHAPTER**

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3 **COSPONSORED BY:**

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5 **That a special committee of the House of Delegates be created within 60 days of the close of the 2017**
6 **APTA House of Delegates to review the Policies/Positions previously adopted by the American Physical**
7 **Therapy Association (APTA) House of Delegates and to make recommendations with motions to amend,**
8 **consolidate, or rescind various documents as needed.**

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10 **Composition: The composition of the special committee shall include one current House Officer and a**
11 **minimum of six additional individuals. Preference shall be given to those individuals who are either a**
12 **current active delegate, have extensive experience as a delegate, or served in the past as a House Officer.**

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14 **Length of Service: The special committee shall serve for 2 years concluding at the end of the 2019 House**
15 **of Delegates.**

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17 **SS:** RC 14-16, as adopted by the House last year, set in motion a review of all Board policy documents,
18 separating those that are operational from those that relate to the profession. Those Board policies that
19 relate to the profession shall be rescinded or presented, with or without amendments to the House by 2019
20 so that they shall become documents of the House. However, RC 14-16, did nothing to direct any review and
21 potential modernization of the House policy documents. We believe this is the appropriate time to also take
22 a closer look at these documents for potential amendments, updates, consolidation, and in some instances,
23 rescinding documents. We believe that a special committee of the House will be the most efficient means of
24 accomplishing such a task, and to do it in a way that does not add a burden to Board or staff.

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26 Of the 352 documents that comprise the Policies of the APTA, about 150 of these are labeled as "HOD"
27 documents or those adopted by the House, compared to 202 labeled as "BOD" documents or adopted by
28 the APTA Board of Directors. This motion is only concerned with the 150 documents adopted by the House.
29 Of these, the timeframe when the documents were first adopted ranges from 1955 to 2016. The timeframe
30 of when the documents were last updated or amended ranges from 1972 to 2016. The number of
31 documents adopted prior to 2007, or 10 years ago, that have never been modified/amended, or the last
32 amendment was more than 10 years ago, is 95 or 59%. There are also documents that have required annual
33 reports to the House of Delegates perhaps long beyond the usefulness of the information.

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35 Existing House documents sometimes do get amended. This has historically occurred by Board
36 recommendations for amendments or other modifications, or a delegation using an existing position
37 document to either update it, or more commonly, to expand or modify some element of an existing
38 position. There seems to be a prevailing attitude, however, that once the House adopts a motion that
39 particularly includes a position statement or a charge to the Board, it seems to permanently reside on the
40 Board or staff's side for action, and so the House, therefore, has completed its duty and is somehow relieved
41 of ongoing responsibility.

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2 This motion, in addition to creating a potentially substantial housecleaning of policy/position documents,
3 will also establish the notion that the House itself bears some responsibility for the ongoing review and
4 upkeep of those documents that are truly House documents. The authority of the special committee to draft
5 and make motions itself will further reinforce this concept of House responsibility.
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8 **CURRENT POSITION/STANDARD/GUIDELINE/POLICY/PROCEDURE: None**

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10 **RELATED POSITION/STANDARD/GUIDELINE/POLICY/PROCEDURE:**

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12 **GUIDELINES TO CREATE A SPECIAL COMMITTEE OF THE APTA HOUSE OF DELEGATES**

13 Introduction: APTA bylaws provide that ‘the House may create and appoint such special committees as it
14 deems necessary’. A special committee may be created through a main motion to the House of Delegates
15 (House), or by referring a pending motion to a special committee. In either case, items 1 and 2 below shall
16 be included when creating a special committee.

17 1. Charge to the committee: The motion must clearly delineate the purpose of the committee and the
18 desired outcome. A special committee may be charged to simply investigate an idea, or to investigate and
19 bring recommendations to a future House. If not specifically charged to bring recommendations back, the
20 committee may choose to do that on its own. The charge must include a date by which the House expects to
21 have a report or recommendation returned to it.

22 2. Committee composition: The motion to create the committee may list specific individuals to serve on the
23 committee. According to Roberts Rules of Order, newly revised, the first person listed will serve as the chair.
24 Rather than a list of individuals, the motion may simply delineate the number and types or categories of
25 individuals to serve, in which case the House officers would follow these guidelines and select the
26 individuals. A final alternative is that the motion may simply state that the House officers will select
27 committee members, and leave that selection entirely to the House officers’ discretion.

28 3. Resource allocation: The House cannot direct that the APTA Board of Directors allocate a specific amount
29 of resources, including dollars and staffing, to a special committee of the House. If a special committee is
30 created, the House officers will work with the Board to determine resource allocation.

31 4. Committee management: The House officers will oversee activities of a special committee between
32 meetings of the House.

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34 This is Appendix D in a memorandum from House Speaker Sue Griffin on April 1, 2016 to Packet I of the 2016
35 House of Delegates.