

# 2020-2021 DOT(WA)Inc AGM Reports

## Annual Report

Well, we have had another 'different year' at DOT(WA)! We continue to be grateful that we had sorted out Zoom before the world 'needed it' and several times the Executive Committee discussed about going back to face to face meetings, but with so much uncertainty and the huge success of the online meetings, we decided to stick to what is working for the foreseeable future, and look at going back to face to face when there is more stability in Perth and the world.

I'd like to start by thanking the committee members for all their hard work over the last year. We have had all roles filled at different points, we had babies, grandbabies, moving interstate, changes in workplaces, but the team has remained committed to the DOT(WA) community and either kept plugging on, or supported us as we found replacements. So committee thank you for everything!

Each year we evaluate the goals the committee set for themselves each year, and we actually did really well achieving them! We had to adapt our goals to the current world climate, but we managed to tick a few things off. Given we don't get to see you all face to face, we had hoped to hold a social event, and we managed to sneak the sundowner in between lockdowns, and we also made an effort to increase our engagement on Facebook. We also manage to tick off some less exciting jobs like writing procedures for a few roles and things that members don't actually see, but inadvertently benefit from.

We would have loved to have held a big PD, but unfortunately, we were unable to pull this off with the ever changing border situation and lockdowns. We are currently exploring a few options and hope to bring you PD in the year ahead with a few format options to enable the training to go ahead with or without lockdowns!

For our monthly PD, we have had a wide range of presenters from many different organisations yet again. We had presentations on toy libraries, the OT role in self-regulation and behaviour management, assessing children under 3, an NDIS update from Wanslea, Triple P and upper limb hypermobility. And we had some huge sign ins, with us regularly getting about 60 dial ins, and even maxing out with 100 people dialing in at one meeting (sorry to those that couldn't get in once we reached our limit). DOT(WA) also created their own Zoom account after trialing it for a while using a committee member's work log in.

We continue to offer the DOT(WA) Clinical Project Grant throughout the year and with no limit to the number of grants offered per year. Unfortunately, we have not had any successful applications recently. If anyone is interested to know more about the project, we encourage you to check out our website or touch base with us.

DOT(WA) also continues to sponsor student prizes for both Curtin and Edith Cowan Universities. This year we presented one ECU Award and two awards to Curtin students.

We have a couple of projects that we would like to get up and running, but at this stage the Executive Committee is at full workload capacity and these will require grant funding to get

them off the ground. We are also about to launch a survey to regional and members, so keep an eye on your inbox if this is you!

Again, I'd like to acknowledge the hard work of the Executive Committee. Everyone on the committee are volunteers and without their dedication and work, DOT(WA) would not be possible. And it isn't easy trying to balance our committee roles, work life and then our personal life. But thank you to everyone who has contributed this year.

On the DOT(WA) committee in 2020-2021, we had:

- o Chairperson – Fiona Kemp
- o Deputy Chairperson – Jacqui Hunt
- o Treasurer –Monika More
- o Meetings Secretary –Tennille Archer, then Louella Frost
- o Library coordinator – Tennille Archer, then Louella Frost
- o Membership Secretary – Isabelle Pontre
- o Email Coordinator – Sam Johnson & Felicity Emery
- o PD Coordinator (national/international PD) – Sue McCabe
- o PD Coordinator (bimonthly meetings) – Sue McCabe
- o Marketing – Sam Johnson & Felicity Emery
- o Website Coordinator – Isabelle Nash
- o Research – Ornissa Naidoo for part of the year
- o Rural and remote – Rachel Banks
- o Mentorship – Helena Blackley
- o General Committee member –Shani Mattison

Fiona Kemp  
DOT(WA) Chairperson

## **OT Associations Report**

Throughout 2020/2021 DOT(WA) has continued to develop our relationship with both the National and State OT Associations.

The Memorandum of Understanding with the Western Australian Occupational Therapy Association (WAOTA) (signed in February 2020) remains in effect and the DOT(WA) deputy chair attended the WAOTA AGM and continues to act as the point of communication between DOT(WA) and the state association. WAOTA continue to actively promote DOT(WA) meetings and PD events and DOT(WA) are very thankful for the ongoing collaboration between the DOT(WA) deputy chairperson and Lorna Celenza, administrator at WAOTA.

In 2021, Erin Clinch, state manager of the WA division of Occupational Therapy Australia [OTA(WA)], worked with the deputy chair of DOT(WA) to review the relationship between the two associations. The MOU between DOT(WA) and OTA(WA) has expired, and the national association did not agree to signing the same terms of agreement, or an alternative MOU with DOT(WA). Essentially, OTA has their own special interest groups and provide support to these groups rather than working directly with separate associations such as DOT(WA). Despite the loss of any formal MOU, both DOT(WA) and OTA(WA) are dedicated to an ongoing relationship with one another. In order to maintain communication, the deputy chairperson from DOT(WA) and the state manager of the WA division of Occupational Therapy Australia [OTA(WA)] will meet approximately quarterly to discuss relevant matters and work together to address relevant OT issues through working parties, political discussion, opinion pieces, and forums so that these associations may work together to represent the profession.

The deputy chairperson continues to explore further collaboration with occupational therapists around Australia so that we might share knowledge and resources with each other.

Jacqui Hunt  
Deputy Chairperson  
DOT(WA) 2020/2021

## **Membership Report**

DOT(WA) continues to have a solid membership base with, 220 registered members in the 2020-21 financial year, an increase from the previous financial year!

Membership is available only to occupational therapists or occupational therapy students who currently reside in Western Australia, as per the constitution. Renewals for the new financial year have begun, with many members being very prompt with this.

We have had a few little issues with registering/ renewing memberships; these have been easily and quickly solved, and we have appreciated everybody's patience.

New and renewing members are currently able to register at the price of: \$60 (including OTs and OT students); or \$55, if also registered with the WA Occupational Therapy Association, although last year that discount was also available to OTA (WA chapter) members as well.

Current members receive the DOT(WA) newsletters and emails, and are granted access to the membership sections of the website. They are also eligible for Mentor Connect; research grants; discounts to our PD events; the DOT(WA) library; to advertise private practice; and many other benefits throughout the year. Invoices for PD and for membership payments are available to all members via the website.

We are looking forward to the new financial year, and the possibility of being able to meet in person!

Isabelle Pontre  
DOT(WA) Membership Secretary

## **Finance Report 2020-2021**

The 2020-21 financial year, DOT(WA) has seen a very modest profit. This year's income has been from memberships. We saw a small income from interest on the funds in the bank.

There was a small amount of money invested towards website maintenance with the aim of fixing plugin issues, updates and event registration through the website, this will be an ongoing cost for the smooth running of the website and timely resolution of related issues. We have invested in Zoom this year to be able to provide online PD's without a time restriction. This year we completed the NGCS audit which incurred a cost as well.

We continue to run most of DOT(WA)Inc's finances electronically. Electronic payments are preferred as these are less labor intensive, result in faster payments and banking and make account keeping easier. PayPal continues to be the easiest way to allow credit card payments. Although this incurs a small cost, the functionality and low cost still makes it the best option available.

Monika More

DOT(WA) Treasurer

## Overview of DOT(WA) Finances

<b>OPENING BALANCE</b>	Cheque account (306-051 0195086):	\$1,615.08
	Telenet Saver (302-162 0409357):	\$230,047.27
	PayPal:	\$933.28
	<b>Total:</b>	<b>\$232,595.63</b>
<b>CLOSING BALANCE</b>	Cheque account (306-051 0195086):	\$2,044.29
	Telenet Saver (302-162 0409357):	\$230,162.15
	Paypal:	\$5,236.85
	<b>Total:</b>	<b>\$237,443.29</b>
<b>INCOME</b>	Interest:	\$114.88
	Professional Development:	\$0.00
	Membership:	\$12,915.00
	OT Association:	\$0.00
	Play & Learning Handout:	\$0.00
	<b>Total:</b>	<b>\$13,029.88</b>
<b>EXPENSES</b>	PayPal Fees:	\$505.95
	Survey Monkey	\$296.64
	PD:	\$100.00
	Website/IT	\$1,095.00
	Zoom Registration	\$230.89
	Research Grant:	0.00
	Insurance:	\$2,795.00
	DCD Guidelines	0.00
	NGCS Audit Fees	\$1,457.50
	Gifts, Prizes & Donations:	\$563.70
	Library:	\$21.90
	Mentoring:	\$0.00
	Association Memberships:	\$656.00
	Play & Learning Handout:	\$0.00
	OT Week:	\$100
	Meetings:	\$359.64
	<b>Total:</b>	<b>\$8,182.22</b>
<b>TOTAL PROFIT:</b>		<b>\$4,847.66</b>

## DOT(WA) Finance Three Year Comparison

<b>3 Year Comparison</b>			
<b><u>Income:</u></b>	<b>2020-2021</b>	<b>2019-2020</b>	<b>2018-2019</b>
Interest	\$114.88	\$869.80	\$2,223.60
Professional Development	\$0.00	\$22,620.00	\$138,025.00
Membership	\$12,965.00	\$12,675.00	\$12,165.00
OTA(WA)	\$0.00	\$0.00	\$0.00
Play & Learning handouts	\$0.00	\$0.00	\$0.00
Donation	\$0.00	\$0.00	\$0.00
<b>Gross Revenue</b>	<b>\$13,079.88</b>	<b>\$36,164.80</b>	<b>\$152,413.60</b>
<b><u>Expenses:</u></b>			
PayPal Fees	\$505.95	\$603.43	\$1,985.20
Website/IT	\$1,095.00	\$773.25	\$5,573.26
Zoom Registration	\$230.89		
Library	\$21.90	\$0	\$0.00
Gifts/awards/prizes/donations	\$563.70	\$300.00	\$473.20
Stationary	\$0.00	\$0.00	\$0.00
Insurance	\$2,795.00	\$2,732.00	\$2,553.52
Meetings expenses	\$359.64	\$808.03	\$459
NGCS Project	\$1,457.50	\$0.00	\$0.00
Professional Dev. (excl of PayPal fees)	\$0.00	\$ 14,017.38	\$115,223.20
Clinical Project Grants	\$0.00	\$5,000.00	\$4,729.43
DCD Guidelines	\$0.00	\$495	
OT Week	\$100.00	\$100.00	\$150
OT Association Memberships	\$656.00	\$1,694.00	\$1,175.00
Mentoring	\$0.00	\$0.00	\$0.00
Survey Monkey	\$296.64	\$296.64	\$288
	<b>\$8,182.22</b>	<b>\$26,819.73</b>	<b>\$132,609.81</b>
<b>Net Revenue</b>	<b>\$4,847.66</b>	<b>\$9,345.07</b>	<b>\$19,803.79</b>

### **Notes:**

- There was modest income in 2019-20 financial year \$4,847.66.
- Costs towards website development/maintenance have increased this year, \$1,095.00.
- DOT(WA) has completed the NGCS audit this year incurring a cost of \$1,457.50 towards the audit.