

2021-2022 DOT(WA)Inc AGM Reports

Annual Report

Even though COVID finally did hit WA properly, we feel like we have achieved a lot in DOT(WA) this year, with a highlight being our first face to face PD in just over two years! I'd like to start by thanking the committee members for all their hard work over the last year. We have had all the critical roles filled this year with a crew of dedicated OTs, many who have been on the committee for quite a while now, and some who have decided they need to step down and focus on other things right now. Thanks you to everyone who has volunteered their time to the committee, DOT(WA) literally would not operate with your input.

DOT(WA) has continued to have great success with our bimonthly PDs being held via Zoom, allowing for consistent and smooth running of these without having to worry too much about what has been happening, allowing close contacts and those with COVID to attend our bimonthly PDs etc. We will be sticking with this format for now and consider if we go back to face to face in the future. Thank you to Sue for finding such high-quality presenters for us each time.

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. 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.

As previously mentioned, we ran our first 'Big PD' in over two years this year with 'Motor Dysgraphia: Assessment, Identification and reporting' By Gillian Hurley and Jane Yeates. The feedback received was overwhelmingly positive with people loving the practical nature of the PD, allowing them to apply it into their day to day practice. This was also the first time that DOT(WA) hosted a partially face to face, partially virtual PD- and that was no mean feat for the team. I huge thanks to Sam Johnson and Felicity Emery who organised and ran the PD, as well as to Jacqui Hunt who was our IT guru and ran the virtual side of the PD (all her experience running virtual classes at ECU came in handy for us!)

For our monthly PD, we have had a wide range of presenters from many different organisations yet again. We had presentations on Triple P Parenting, the Linkage Between Diet and Behaviour, Dog Assisted Therapy and Autism Assistance Dogs, AAIMH WA's Infant Mental Health Endorsement Programme, update on Amy Hodges PhD programme "In My Shoes" and an update on Toileting for Children. And we had some huge sign ins, with us regularly getting 50 people dial in. DOT(WA) has committed to an ongoing Zoom membership to run our bimonthly PDs. The maximum capacity for our meetings is 100 people as per our subscription limit.

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 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 may require grant funding to get off the ground. We conducted a rural and remote survey this year and we are keen to action the results once we can fill the rural and remote role again.

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:

- Chairperson – Fiona Kemp
- Deputy Chairperson – Jacqui Hunt
- Treasurer –Monika More
- Meetings Secretary –Louella Frost
- Library coordinator –Louella Frost
- Membership Secretary – Isabelle Pontre
- Email Coordinator – Shani Mattison
- PD Coordinator (national/international PD) – Sam Johnson & Felicity Emery
- PD Coordinator (monthly meetings) – Sue McCabe
- Marketing – Rachel Banks
- Website Coordinator – Isabelle Nash
- Research – Vacant
- Rural and remote – Rachel Banks
- Mentorship – Vacant

Fiona Kemp
DOT(WA) Chairperson

OT Associations Report

The 2021/2022 financial year has seen some changes in the way DOT(WA) has interacted with the National Association, however, our relationship with the State OT Association remains the same.

The Memorandum of Understanding with the Western Australian Occupational Therapy Association (WAOTA) (signed in February 2020) has now expired, and we are working with WAOTA to draft a new MOU which will likely remain the same as previous iterations. 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 February 2022, Erin Clinch resigned as the state manager of the WA division of Occupational Therapy Australia [OTA(WA)]. This has meant that DOT(WA) has not been able to maintain regular quarterly meetings to discuss relevant matters and work together to address relevant OT issues through working parties, political discussion, opinion pieces, and forums and to collaboratively represent the profession. As of August 2022, OTA have not been able to appoint a replacement and the WA manager position remains vacant. Any pressing matters can (and will) be discussed with the acting general manager for WA, and the DOT(WA) deputy chair will continue to liaise with OTA where necessary and has attended (and will continue to attend) relevant OTA events, such as the state annual meeting.

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) 2021/2022

Membership Report

DOT(WA) continues to have a solid membership base with 211 registered members in the 2021-22 financial year, a slight decrease from the previous year.

Membership is available only to occupational therapists or occupational therapy students who currently reside in Western Australia, as per the DOT(WA) constitution. Renewals for the new financial year have begun, with many members being very prompt with this. Each year we have a few little website issues with registering/ renewing memberships; these have been easily and quickly solved, and we have appreciated everybody's patience as well as those members who have advised of the problems, enabling us to fix them promptly.

New and renewing members are currently able to register at the price of:
\$60 full price (including OTs and OT students); or \$55, if also registered with the WA Occupational Therapy Association.

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 research grants; access and discounts to our Professional Development (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 some increased opportunities for meeting face to face!

Thank you!

Isabelle Pontre
DOT(WA) Membership Secretary

Finance Report 2021-2022

The 2021-22 financial year, DOT(WA) has seen a very modest profit. This year's income has been from memberships and the Dysgraphia PD. 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 website related issues. We have continued our Zoom subscription which has come in handy yet again for conducting the bimonthly PDs. The subscription also allows for the running of online PD's without a time restriction.

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 makes it the best option available.

- Memberships remain the main income generator this year.
- Costs towards website development/maintenance have increased slightly this year
- DOT(WA) increased the amount towards the Paediatric excellence Awards and the bimonthly PD gift vouchers given to presenters.
- DOT(WA) added to the library 'The Interoception Curriculum Bundle' by Kelly Maher.
- There were no applications for the clinical project grants this year, hence no cost was incurred

Monika More
DOT(WA) Treasurer

Overview of 2021- 2022 DOT(WA) Finances

OPENING BALANCE	Cheque account (306-051 0195086)	\$2,044.29
	Telenet Saver (302-162 0409357)	\$230,162.15
	PayPal	\$5,236.85
Total		\$237,443.29
CLOSING BALANCE	Cheque account (306-051 0195086)	\$22,560.12
	Telenet Saver (302-162 0409357)	\$230,277.26
	Paypal	\$5,998.03
Total		\$258,835.41
INCOME	Interest	\$115.11
	Dysgraphia PD	\$21,636.08
	Membership	\$12,755.00
Total Income		\$34,506.19
EXPENSES	PayPal Fees	\$1,228.46
	Survey Monkey	\$312.00
	Dysgraphia PD	\$4,179.70
	Dysgraphia refund	\$415.00
	Website/IT	\$1,309.41
	Zoom Registration	\$169.53
	Research Grant	\$0.00
	Insurance	\$2,794.00
	Bimonthly PD Gift voucher	\$200.00
	Award Gifts, Prizes & Donations	\$200.00
	Library	\$581.99
	Mentoring	\$0.00
	Association Memberships	\$1,189.00
	OT Week Prize	\$150.00
	Meetings	\$384.98
Total Expense		\$13,114.07
TOTAL PROFIT		\$21,392.12

DOT(WA) Finance Three Year Comparison

3 Year Comparison			
<u>Income:</u>	2021-2022	2020-2021	2019-2020
Interest	\$115.11	\$114.88	\$869.80
Professional Development	\$21,636.08	\$0.00	\$22,620.00
Membership	\$12,755.00	\$12,965.00	\$12,675.00
Gross Revenue	\$34,506.19	\$13,079.88	\$36,164.80
<u>Expenses:</u>			
PayPal Fees	\$1,228.46	\$505.95	\$603.43
Website/IT	\$1,309.41	\$1,095.00	\$773.25
Zoom Registration	\$169.53	\$230.89	
Library	\$581.99	\$21.90	\$0
Gifts/awards/prizes/donations	\$400.00	\$563.70	\$300.00
Insurance	\$2,794.00	\$2,795.00	\$2,732.00
Meetings expenses	\$384.98	\$359.64	\$808.03
NGCS Project	\$0.00	\$1,457.50	\$0.00
Professional Dev. (excl PayPal fees)	\$4,594.70	\$0.00	\$ 14,017.38
Clinical Project Grants	\$0.00	\$0.00	\$5,000.00
DCD Guidelines	\$0.00	\$0.00	\$495
OT Week	\$150.00	\$100.00	\$100.00
OT Association Memberships	\$1,189.00	\$656.00	\$1,694.00
Survey Monkey	\$312.00	\$296.64	\$296.64
Gross expense	\$13,114.07	\$8,182.22	\$26,819.73
Net Revenue	\$21,392.12	\$4,847.66	\$9,345.07

Notes:

- There was a fair income in 2021-2022 financial year **\$21,392.12**, however at the end of this financial year DOT(WA)'s **estimated liability was \$9,279.92**. Of which \$6,900.92 (presenter fees and miscellaneous costs) were paid in July 2022; and the costs of venue hire which were approximately \$2379.00, we are awaiting final invoice. These were costs incurred towards the Dysgraphia PD that hadn't been paid by the end of the financial year.
- The revenue thus generated from the Dysgraphia PD has been estimated to be **\$6,926.95(excluding PayPal fees)**