



# Voice of the Lakes

## Letter from the President

Larisa McHugh

Greetings, GLR Members-

I hope that this finds you enjoying the beauty of spring! It's hard to believe that it was just a few weeks ago that we gathered in Indianapolis for the 2016 Conference, Bridging the Gap, A Music Journey in Mind, Body, & Healing. Thank you to the 2016 Conference Co-Chairs: Ann Hannan and Jennifer Whitlow and to the entire planning committee for an incredible conference. Indiana MT-BCs and students worked tirelessly to develop a great conference and to make everyone feel welcome. The presentations, music shared, and networking opportunities were just what we needed after the long winter! In addition we were able to celebrate the success of GLR MT-BCs during the awards luncheon. Congratulations to the 2016 recipients: Annie Heiderscheit, Scholarly Activity Award; Todd Schwartzberg, Service Award; and Fran Goldberg, Honorary Life Member Award. We also recognized the University of Evansville for 40 years of excellence in education and training and The Milwaukee County Behavioral Health Division for.... drum roll please..... 70 years of music therapy services!

Prior to the conference the GLR Executive Board met for Strategic Planning with our consultant, Bill Hogan. It was a productive day and plans were put into place to ensure that the momentum continues. Results of the day and the years of planning were seen in the roll out of the GLR Mentoring program. You might

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## **Letter from the President** (continued)

also note that changes were made to the Bylaws, and in conference planning, and that special projects were awarded. While it was a busy day much goes on behind the scenes throughout the year as well. I want to express my appreciation to the GLR Executive Board for all the time and energy they gave over the last year. We've had numerous calls and emails to conduct the business of the GLR and they have definitely demonstrated their dedication to the work!

Please take the time to read the reports of all of our officers and committee representatives to learn more about the work of the GLR. There is so much happening in the GLR and there is always opportunity for more. If you would like to get involved in any of these committees please let us know! Each and every one of us can make a difference and offer something to the profession in the GLR. Spring is the time to allow your visions and dreams to unfold and take root. If you have ideas to share, if there is a change you would like to see, if you just want to be more involved, then there is no time like the present!

Thank you for taking the time to catch up on all that is happening in the GLR. As we move forward if you have questions, suggestions, or concerns please feel free to contact me. I welcome your input and feedback. I can be reached at the following email address: [larisamchugh@sbcglobal.net](mailto:larisamchugh@sbcglobal.net) or by phone at: 937-478-0664. I hope to see you in Sandusky, Ohio as we welcome the AMTA Conference to the GLR. If we don't meet in Ohio, I will hope to see you in Milwaukee for GLR 2017!

Be well,

Larisa

Larisa McHugh, MA, MT-BC  
President, GLR of AMTA

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Lisa Gallagher (Ohio)  
Jennifer Jones (Illinois)  
Larisa McHugh (Ohio)  
Peter Meyer (Minnesota)  
Melaine Pohlman (Illinois)  
Ellen Rayfield (Illinois)  
Tracy Richardson (Indiana)  
Cindy Ropp (Illinois)  
Todd Schwartzberg (Minnesota)  
Michael Silverman (Minnesota)  
Angela Snell (Michigan)

# President's Report

Larisa McHugh

## Goals:

- To continue with Strategic Planning process
- To streamline conference planning

## President's Work:

- Preside at Annual Conference, Strategic Planning meeting and GLR Executive Committee meeting
- Extended invitation to AMTA President Geiger to attend GLR Conference
- Assisted GLR Conference Co-Chairs, VP, and VP Elect with conference planning and coordination
- Submitted President's letters to *Voice of the Lakes*
- Reviewed *Voice of the Lakes* prior to publication
- Submit reports from GLR for inclusion in the AMTA Mid-Year Board Meeting Book and the Board of Directors' and Assembly of Delegates' Annual Board Book
- Answered Phone calls and emails regarding GLR business
- Informed national office of elected and appointed regional positions
- Work with Treasurer to submit tax information for Group Form 990
- Inform national office of by-laws changes
- Share regional conference information with national office
- Requested that Executive Board and Representatives utilize Dropbox to share reports and other information
- Conducted business with Executive Board via email and conference call
- Developed agendas for Executive Board meeting, General Business meeting, and Awards Luncheon
- Met with Bill Hogan to prepare for strategic planning
- Appointed new representatives to committees and to advise AMTAS
- Invited students to join professionals in music during general business meeting

Respectfully submitted,

Larisa McHugh, MA, MT-BC  
President, GLR of AMTA



## Past President's Report

Lisa Gallagher

### **Duties of the Immediate Past President include:**

- Act as Parliamentarian for the Executive Committee and General Business meetings of the GLR.
- Chair the Nominating Committee for elections.
- Update the Officer Handbook/Job Descriptions.
- Oversee requests for Membership Support and take to EC for consideration.
- Participate in Strategic Planning meetings and initiatives.

### **Action Items:**

- **Membership Support**
  - The GLR Membership Support Fund is to assist members in the region who may be experiencing temporary financial struggles. This assistance is intended to help GLR of AMTA members with paying AMTA membership dues or continuing education opportunities. Note; however, that a member may not receive Membership Support Funds from GLR of AMTA more often than once in a three-year period.
  - One application was received, and support was provided.
  - The application is on the GLR website in the Members Only section. It may also be found at the end of this newsletter (Page 41). Please encourage members who may need this type of assistance to complete the application and email it to me.
- **Nominating Committee**
  - I serve as the Chair of the Nominating Committee, and I have compiled a list of nominees for our elected positions. The list will be presented at the GLR Business Meeting on Friday, with any further nominations being taken from the floor at the Business Meeting on Saturday.
  - Once nominations are closed, I will obtain a bio and statement of interest from all nominees. These will be uploaded to the Members Only section of the GLR website.
  - Emails will be sent out to all members encouraging them to read the statements and utilize the Survey Monkey ballot to vote.

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## **Past President's Report** (continued)

- The nominees are as follows:
  - President Elect – Rebecca Findley (IN)
  - Vice President Elect – Jennifer Whitlow (IN), Todd Schwartzberg (MN)
  - Secretary – Lindsey Doty (OH)
  - Treasurer – Stephanie Harris (IN)
  
- **Officer Handbook/Job Descriptions**
  - Many thanks to Tracy Richardson and Angie Snell for their previous work on the revisions and updates to the Job Descriptions; and for their support and guidance on this project.
  - Revisions have been completed on Job Descriptions for the Elected Officers, State Representatives, Appointed Officers, Standing Committee Representatives, and Assembly of Delegates members.
  - They were reviewed and submitted to the Board and the Strategic Planning Committee.

Respectfully submitted,

Lisa Gallagher, MA, MT-BC  
Immediate Past President, GLR of AMTA

## President Elect's Report

Debbie Bates

The responsibilities of the President Elect include acting as chairperson of the Awards Committee, reviewing the Bylaws and proposing revisions as needed, and receiving and reviewing applications for Special Projects.

***Awards*** – Each year the GLR presents the following awards; Honorary Life for long time dedication to the field of music therapy, Scholarly Activity for significant contributions to the knowledge base of the profession, and Service for outstanding service to the region. All three awards will be presented during the 2016 awards ceremony, with recipients and their guests will be in attendance. Thank you to everyone who submitted nominations and to the state representatives for responding to the vote

### ***Bylaws***

#### Article V Officers

Section 5. The appointive officers of the GLR shall be an Archivist, Editor, Student Coordinator, and **Website Coordinator**.

Rationale: The website coordinator is appointed by the President, with the approval of the Executive Committee, in the same manner as the other listed appointive officers in this section.

#### Section 7. Duties

1. The **Website Coordinator** will manage and maintain the GLR website, respond to correspondence that comes in via the website, maintain a list of email addresses for the GLR membership, present reports to the GLR at the Spring and Fall meetings and in the *Voice of the Lakes*, and assist with Special Projects as requested by the GLR Executive Committee.

Rationale: The website coordinator duties are currently not listed in the bylaws. This addition rectifies that omission. The remaining item in this section will be re-lettered.

#### Article VII – Committees

##### Section 1. Executive Committee

a. The Executive Committee will consist of thirteen voting members: President, President-Elect, Immediate Past President, Vice President, Vice President-Elect, Recording Secretary, Treasurer, and the six State Representatives. The Archivist, Editor, Student Coordinator, Student Representative, and **Website Coordinator** will be ex-officio members without the right to vote.

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## President Elect's Report (continued)

Rationale: Adds Website Coordinator to the list of appointive, ex officio members on the Executive Committee, which aligns with the change proposed in Article V, Section 5.

Section 11: Annual dues shall be 15 dollars for professional members, 15 dollars for associate members, 7.50 dollars for retired professional members, and 7.50 dollars for student members, payable through the AMTA National Office.

### ***Suggested change Section 11. Annuals dues are set, collected, and received from AMTA.***

Rationale: The current language is outdated. The portion of dues received is a percentage that is approved by the AMTA Assembly of Delegates. This language allows for future percentage changes that may be approved by the Assembly and is consistent with AMTA Policy.

***Special Projects*** – We have two types of Special Projects: the MUSE Fund (Musical instruments and supporting materials, clinical Services and Education) and the Research Fund. Application and descriptions of the funds are on the website and included at the end of this newsletter (Pages 42-44).

At the 2015 AMTA conference, one Research Fund was awarded to Jennifer Jones and a MUSE Fund was awarded to Kellee Coviak Hansen. Special projects award recipients are asked to share the results of their projects. At this conference, 2015 spring MUSE fund recipients Carolyn Koebel and Denise Travis will share a one-hour concurrent session and give updates about their projects (More Voices from Hospice Music Therapy, a hospice music therapy recording project and “The Sandbox,” a developmental-based program for children up to six years old with diagnoses on the autism spectrum). Jennifer Jones will also share preliminary research findings of Sketches of Music Therapy with Adults with Intellectual Disabilities.

We have one MUSE application to review. Proposals are in a folder in Dropbox for the Executive Board to review. A brief summary is included at the end of this report.

Respectfully submitted,

Debbie Bates, MMT, MT-BC  
President Elect, GLR of AMTA



## Vice President's Report

Rebecca Findley

In collaboration with the VP elect, we have continued to streamline the conference planning process. This includes updating all of the timelines, providing templates and specialized information in items such as the budget, FAQ for Co-Chairs and Becoming a Co-Chair.

### Regional Conferences

#### Minnesota 2015

At the conclusion of the GLR 2015 conference, I reviewed the reports, budgets and hotel invoices. Based on the information I gathered, I have created a guide to creating and maintaining a budget. This informative sheet can be found on the conference planning Google drive.

#### Indianapolis 2016

The registration numbers for this conference exceeded expectations, with a total 504 registrants at last count.

Professional - AMTA Member (full conference)	227
Professional - AMTA Member (one day)	11
Professional - AMTA Non-Member (full conference)	56
Professional - AMTA Non-Member (one day)	6
Retired (full conference)	2
Retired (one day)	2
Student - AMTAS Member (full conference)	84
Student - AMTAS Member (one day)	9
Student - AMTAS Non-Member (full conference)	94
Student - AMTAS Non-Member (one day)	13
Grand Total	504

State	Number	State	Number
CA	1	NY	2
IL	80	OH	106
IN	160	PA	4
MI	68	TN	1
MN	10	TX	2
MN	1	UT	1
MO	2	WI	25
NC	1	N/A	38
ND	1		
NJ	1	TOTAL	504

#### GLR 2017 Milwaukee, WI

**March 15-19 2017**

The 2017 GLR conference will be held in Milwaukee, WI at the Crowne Plaza Hotel.

#### GLR 2018 Michigan

The conference co-chairs have been chosen, and they include Kellee Coviak Hansen, Bernadette Skodack, and Laurel Rosen Weatherford.

Respectfully submitted,

Rebecca Findley, MM, MT-BC  
Vice President, GLR of AMTA

# Illinois State Report

Allison Gunnink

## Activity: December 2015-April 2016

### **Membership:**

144 total members

80 professional members

3 intern members

1 student member

2 student groups

Illinois State University: 39 members

Western Illinois University: 21 members

### **Financials:**

I AMT Is currently in good financial standing and our accounts are balanced with our bank account at \$7,799.95 and PayPal at \$5,702.19.

### **Programming and Continuing Education:**

Plans are underway for IAMT's Spring CMTE event to be held on Saturday, June 4<sup>th</sup> at the University of St. Francis in Joliet, IL. The event will include a training on guitar and relaxation techniques by Louise Dimicelli-Mitran, MA, MT-BC, LCPC, FAMI. IAMT Executive Board will keep the music therapists of Illinois and beyond updated via email and social media as details are finalized and for registration information.

### **Government Relations/State Recognition Task Force:**

Since the passing of SB1595- the Music Therapy Advisory Board, the Illinois Department of Financial and Professional Regulations has conducted interviews with potential members for this board. Final selections will be made and announced on April 13, 2016. The board consists of the following individuals: Andrea Crimmins, Ph.D., MT-BC, Louise Dimicelli-Mitran, LCPC, MT-BC, Kyle Fleming, MT-BC, Candi Gray, LCSW, Russell Hilliard, Ph.D., MT-BC, and Jay Stewart. The board is charged with the task of compiling a report regarding the profession of music therapy. There may be times when professionals within the music therapy community and other professions will be called to testify on certain topics during the board meetings. Nancy Swanson will communicate to the Illinois membership if help is required for this purpose.

### **Public Relations:**

IAMT was successfully represented by Katie Fitch at the Illinois Music Educators Association (ILMEA) Conference in Peoria, IL from January 27th-30th. There were many inquiries about resources for students and information about how to help Illinois students prepare for a career in music therapy. Allyson Greenenwald was recently appointed to this position, and is looking forward to exploring other events that IAMT can become a part of, as well as continuing to maintain the social media websites.

### **Clinical Training:**

Currently, we have 11 approved internship sites in the state of Illinois: 7 are active internship sites and 4 are inactive.

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## Illinois State Report (continued)

Data continues to be analyzed for the feedback gathered from the internship survey. This survey has provided us with information regarding concerns, areas of improvement, and areas that are going well with Illinois music therapy sites. Music therapists have also raised some concerns regarding the AMTA process to approve an internship. Moving forward the executive board wishes to create a small committee of people to address the concerns that were brought to light in the survey. It would be most beneficial to have the following people represented: internship director, someone in the process of applying to be an internship director, and a professor.

### Website:

Over the next months, IAMT Website Coordinator Stephanie Solomon will be researching and gathering information about overhauling the website. The plan is to gather information by Labor Day and develop a plan on future steps with updating the website.

### Student Affairs:

The student retreat was held at Illinois State University on Saturday, February 20<sup>th</sup> and went well. There were 19 students in attendance. Allison Gunnink, MBA, MT-BC and Meryl Brown, MM, MT-BC presented on professionalism, résumé techniques, etiquette and session planning. The student scholarship was announced at the retreat, but unfortunately no applications were received. IAMT Student Coordinator Mia Meacher will be communicating with the students and new student presidents to continue to work on this issue for upcoming years.

### Past President:

IAMT Past President Jenni Rook has found an accountant who will review and advise us on how to complete our 501(c)(3) application for only \$100. The hope is to have board approval of the application over the summer, if not sooner. We will be granting two IAMT Recognition Awards at the Illinois State Meeting during the GLR conference. One IAMT member will be recognized for outstanding service, and an Occupational Therapist will be acknowledged for her contributions to the field of music therapy.

### Other Business:

The IAMT Executive Board consists of multiple new members. The board is looking forward to continuing to grow opportunities for the music therapists in Illinois, as well as the residents.

Respectfully submitted,

Allison Gunnink, MBA, MT-BC  
IAMT President

#### IAMT Executive Board

President: Allison Gunnink  
Vice President: Deborah Soszko  
Treasurer: Meryl Brown  
Secretary: Adrienne Boni  
Past President: Jenni Rook  
Government Relations: Nancy Swanson  
Public Relations: Allyson Greenenwald

Clinical Training: Beth Blankenship  
Continuing Education: Melisa Howard  
Student Coordinator: Mia Meacher  
Website Coordinator: Stephanie Solomon  
Newsletter Editor: Callie Finzel  
Job Hotline: Andra Duncan  
Archivist: Rachel Manago



# Indiana State Report

Morgan Sparks

**We were excited to host the GLR Conference this year! Many of our board members assisted with the planning process. Thanks to all volunteers!**

## Membership

The Association for Indiana Music Therapy currently has 63 members, including 4 students and 2 retired members. As of 4/10/2016, we have \$4,585.62 in our account. Non-profit paperwork has been filed for 2015.

## Past Meetings

The Fall Meeting was held September 12 at IUPUI and featured a presentation by Jan Schreibman titled, 'Ethical Considerations in Delivery of Compassionate Care,' a networking lunch, business meeting, and GLR conference committee planning time. During the business meeting, bylaw revisions were presented by Past President Lindsey Wright. A vote was sent out to the membership via Survey Monkey and all bylaw revisions were approved. No meeting was held this spring as Indiana is hosting the GLR conference.

## Clinical Training/ Internships

The 2016 AIMT Internship Scholarship is being awarded to Laura Russell who is an intern with Lindsey Wright at Opportunities for Positive Growth.

Indiana currently has six active national roster internship sites: Riley Hospital for Children at Indiana University Health, Bi-County Services, Opportunities for Positive Growth, Meaningful Day Services, Season's Hospice, and State of the Heart Hospice. In addition, our state has five institutions educating future music therapists: Saint Mary of the Woods College, Indiana University Purdue University-Indianapolis, Indiana University Purdue University-Fort Wayne, University of Evansville, and, Indiana Wesleyan University. See below for detailed reports from each internship:

**Riley Hospital for Children at Indiana University Health**– Ann Hannan - We had one intern from KU complete his university affiliated internship in March, John Robinson. We are on hold again since we are down two music therapists right now.

**Bi-County Services**– Karel Decker, Internship Director –Beth Allard from St. Mary-of-the-Woods College started in January and will continue until July. Wen Chi Chiu from Illinois will begin her internship in July.

**Opportunities for Positive Growth** – Lindsey Wright, Internship Director - We currently have Laura Russell as our Intern through June 2016. JD Hogue finished his internship in December. We will be looking to fill two internship positions in the summer in Fishers as well as Kokomo.

**Meaningful Day Services** – Leigh Ann Fuller, Internship Director – Maprang Fakto completed her internship in March at our Jeffersonville location. We will not be offering our internship spot for the time being until another intern supervisor has been trained at this site.

January 2016 Pin-Hue Huang and Jinyun Jung will begin their internship and complete them in July 2016. Internships have been offered and accepted for our June 2016 internship spots in Kokomo by Hannah Becker and Ft. Wayne by Jessica Barcus. Indianapolis interns will begin in July 2016 for Patricia Walke and Alex Dickerson.

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## Indiana State Report (continued)

**State of the Heart Hospice** – Amy Pearson, Internship Director - State of the Heart Hospice currently has a new intern, Kristina Simer from Slippery Rock University started her 6 month internship in January. We have an internship opening for the summer of 2016.

**Season's Hospice** – We provided internships to two MT interns in 2015. During 2016, we have 2 students who started their MT internships in January at our IN site.

### University Affiliated

**Evansville University – Mary Ellen Wylie** - We have 3 University of Evansville students in internships in Texas or Florida. Other students are in the process of applying. We do not have any students completing a University Affiliated Internship right now, but we are planning to create one for the fall.

In order for our student to do an internship in Texas, I had to apply for authorization from the state. You might share with others that the application process was not that difficult, but I could not proceed with creating a formal Affiliation Agreement or the Individual Clinical Training Plan until I received the Certificate of Authorization from the Texas Higher Education Coordinating Board.

**St Mary of the Woods** – Sharon Boyle - A student completed her national roster internship at Southbury Training School in CT. Another student started an internship at Bi-County Services in Indiana in January.

**IPFW** – Peggy Farlow and Nancy Jackson – Interns currently at: Lurie Children's Hospital in Chicago, VA Northern IN Healthcare System in Marion (university-based internship). Students starting internships in the next 6 months at Park Nicollet Hospital in Minneapolis, Meaningful Day Services, Lurie Children's Hospital in Chicago, VA Northern IN Healthcare System in Marion (university-based internship). We also expect that we will have a student in a university-based internship at Lutheran Hospital in Fort Wayne sometime this year, but these plans are still in development.

### **Public Relations**

AIMT hosted a social event on October 25th at Garfield Park in Indianapolis. The event was well-attended with Indiana MT-BC's and their families enjoying a small cookout and socializing.

### **State Task Force**

HB 1303, Registry of Certified Professions, a bill that the Indiana State Task Force followed closely during the 2014-2015 legislative session, passed. This bill establishes a procedure for individuals and existing licensing boards to apply to the professional licensing agency to allow qualified individuals to become state certified and be placed on the electronic registry of professions. It prohibits an individual who is not state certified from using the title "state certified". Lindsey Wright, past president and government relations chair, has been in contact with the Indiana Professional Licensing Agency to add Music Therapy to the new self-registry pilot program. She will be meeting with the Director at the end of April to clarify the path forward.

Respectfully submitted,

Morgan Sparks, MT-BC  
AIMT President



# Michigan State Report

Kellee Coviak Hansen

## Membership

As of April 9, 2016, MMT has 48 professional members, 4 lifetime members, and 51 student/intern members. In addition, there are active student groups at both Western Michigan and Eastern Michigan Universities. This past fall, we converted our membership registration to a Google Form, which is now active on our website at <http://www.mmtonline.org/join-mmt/>.

## New Officers

Our newly elected executive board will assume their positions following our state meeting at the GLR conference. Kellee Coviak Hansen will continue for a second term as President; new officers are Bernadette Skodack (Vice-President), Laurel Rosen Weatherford (Secretary) and Lindsey Perrault (Treasurer). In addition, Meredith Schlabig is our new newsletter editor and Jaime Lawrence will be assuming a newly created position as Social Media Coordinator.

## Spring Workshop

Our spring workshop will be held on Sunday, May 22, 2016 at the MSU Community Music School in East Lansing, MI. The workshop is entitled, *More Bang for Your Buck*, and it will focus on reimbursement and scholarship opportunities for therapists and the use of the waiver system with clients. Presenters include Jeff Wolfe, Cindy Lu Edgerton, and Kellee Coviak Hansen. Members of other GLR state associations are welcome to attend at the member rate!

## MMT Memorial Scholarship

We are pleased to announce that our Spring 2016 Memorial Scholarship recipient is Jennifer Fromius. Jennifer is a graduate equivalency student at Western Michigan University. She will be starting her internship this summer at Spectrum Health in Grand Rapids, MI.

## Michigan Music Therapy Week

Michigan Music Therapy Week was the week of April 25-29, 2016. We used social media to connect with the public and encourage all Michigan music therapists to use this week to advocate and educate for our field!

## GLR 2018

We are looking forward to hosting the GLR 2018 Conference in Michigan. Conference co-chairs are Kellee Hansen, Laurel Rosen-Weatherford, and Bernadette Skodack.

## T-Shirts Still Available

We still have some t-shirts available for purchase in limited sizes. The shirts feature a guitar-shaped word cloud of music therapy related words and phrases (see image below). They are priced at \$15. Please contact Kellee Hansen (President) or Julie Palmieri (Past President) if you are interested in purchasing a shirt.

Respectfully submitted,

Kellee Coviak Hansen, MT-BC  
MMT President



# Minnesota State Report

Claire M. Klein

## Membership

Current membership of the Music Therapy Association of Minnesota (MTAM) currently stands at 51 (45 professionals and 6 students) and is expected to rise as music therapists register for our upcoming state conference. Our Public Relations chair, Jennifer Hicks, has made a concerted effort to encourage MT-BCs to join earlier in the year to reap membership benefits earlier, such as job postings and scholarship opportunities.

## Financials

MTAM, a 501(c)3 organization, is in good financial standing with a total of \$9,744.38 in liquid assets. This summer, our board will secure our organization's future and provide stability by creating a more transparent budget, with expense categories based on our mission statement detailing how our resources are spent.

## Board

New board chairs were elected by the membership last fall, as listed below. We have started the new tradition of an "Attitude of Gratitude" in which the board writes a thank-you card to a music therapist in the state, recognizing their clinical, public relations, or service efforts.

## State Conferences

On Saturday, May 7, MTAM will host a 6-credit CMTE "Wellness for the Music Therapist: Mind, Body, Voice," focusing on how to use our voices and bodies in healthful ways in our daily work. A yoga instructor, physical therapy team specializing in work with musicians, and a vocal coach will each contribute to the training. We have also invited music educators in the community to join us for the day.

Next fall, we plan to host a training about the steps to start a national-roster internship site including a panel of supervisors to encourage more clinicians to consider the process.

## Scholarships

Scholarships are offered and awarded to our membership throughout the year:

- Internship stipend (winter and summer)
- Professional AMTA membership dues
- MTAM Early bird registration (professional & student)
- Continuing Education stipend
- Instrument replacement or purchase
- GLR Early bird registration (professional & student)
- Professional CMTE at GLR
- AMTA Early bird registration (professional & student)
- Professional CMTE at AMTA

## Task Force

The Minnesota State Task Force for Professional Recognition, as led by Todd Schwartzberg and Melissa Hirokawa, had to work within a historically short legislative session (only 10 weeks). The team was able to build on momentum last year with bills in both the house and senate, authored by Rep. Newton and Sen. Hoffmann, respectively. Unfortunately, the chairs of the Health and Human Services committee from each house were each waiting for movement in the other house's committee before taking action. Although we had a successful Hill Day and a hearing in the House Subcommittee on Licensure, we missed the first committee deadline on April 1 for hearings. After elections in the fall, we will start the process anew with fresh bills.

*Continued on the next page*

## Minnesota State Report (continued)

### National Roster internship sites & Educational institutions

The following facilities and organizations offer national roster internship programs in the state of Minnesota. As stated above, we hope that our fall conference inspires other music therapists to start a program at their worksite, as the need for internship placements is high in Minnesota.

- Allina Health Hospice, St. Paul, MN
- Good Samaritan Society – Stillwater, Stillwater, MN
- Good Samaritan Society – Special Care Community, Robbinsdale, MN
- Park Nicollet Health Service, Minneapolis, MN
- Woodbury Health Care Center, Woodbury, MN

The following institutions offer undergraduate, equivalency, and masters programs:

- Augsburg College – Minneapolis, MN
- University of Minnesota – Minneapolis, MN

### Public Relations

Led by Jennifer Hicks, MTAM has increased its social media presence with regularly scheduled Facebook postings as well as adding Twitter and Instagram accounts. Member news, advocacy, and other business are shared through these media.

MTAM held a Hill Day on Tuesday, March 15, organized by Maggie Sonstebly. After a brief advocacy training with Government Relations chair Melissa Hirokawa, music therapists made face-to-face contacts with legislators. Folders of information about music therapy and the benefits of licensure were given to all 201 members of the Minnesota state legislature.

### Other Business

Members of MTAM will vote on a proposed change to our bylaws to reflect updated mission and vision statements. Two years ago, members responded with their thoughts on what we do well as an organization, what we value, and areas to grow. These responses were used to craft the new vision and mission statements by the board.

### Board Members

<b>President</b>	Claire M Klein	<b>Past President</b>	Jessica DeVillers
<b>President-Elect/ Past Vice President</b>	Michelle Sieben	<b>Vice President</b>	Kendri Scarborough
<b>Secretary</b>	Melissa Hentges	<b>Treasurer</b>	Jill Johnson
<b>Public Relations</b>	Jennifer Hicks	<b>Website</b>	Christy Holland
<b>Newsletter Editor</b>	Beth Engelking	<b>Reimbursement</b>	Christina Branter
<b>Government Relations</b>	Melissa Hirokawa	<b>Members at Large</b>	Amy Furman
	Maggie Sonstebly		Peter Meyer

Respectfully submitted,

Claire M. Klein, MT-BC  
MTAM President





## Ohio State Report

Lindsey Doty

- Ohio HB 184 is scheduled for a hearing in the Commerce and Labor Committee on Tuesday, April 19<sup>th</sup>. All are welcome to attend. Updates will continue to be posted regularly on the Association of Ohio Music Therapists Facebook page and periodically through email.
- Planning for the summer CMTE is underway and tentatively set for June 4<sup>th</sup> in Columbus with Tracy Richardson coming to present on music skills. The fall CMTE is tentatively scheduled for October 1<sup>st</sup> with Julie Palmieri presenting on creating an online presence and marketing.
- Delaina Hodgson Memorial Scholarship 2015
- AOMT is working to set up regional networking events for AOMT members, but we need your help. If you are interested in organizing events in your region, please email [president@aomt.org](mailto:president@aomt.org).
- The aomt.org member's only section is up and running and new jobs have been posted recently. Join AOMT to get your password.
- Professional scholarships (\$100 for GLR and \$400 for AOMT) were awarded and the Membership Support Fund was utilized this year. See the website for details on applying.

### **New AOMT Executive Board**

President: Lindsey Doty

Past President: Tanya Corso

Vice-President: Amy Foley

Secretary: Jessica Josefczyk

Treasurer: Stephanie H. Morris

Public Relations: Alyssa Graber

Editor: Liz Woolley

Scholarship: Jennifer Walker

Historian: Tara Griest

Internship: Annie Urbanek

Government Relations: Dwyer Conklin

Webmaster: Ruby Chen

Student Representative: Abigail Landreth

Respectfully submitted,

Lindsey Doty, MT-BC  
AOMT President



## Wisconsin State Report

Rebecca Frize

Hello, my name is Rebecca Frize and I am the new President for WCMT as of April 23<sup>rd</sup>, 2016. I look forward to being part of GLR as the state representative. Here is my state report.

On the 23<sup>rd</sup> of April, the new officers of WCMT were installed. They include: Rebecca Frize as President; Hanna Uchytel as President-Elect; Lynnae Novak as Vice President; Ellen Kudronowicz as Secretary and Tamra Fricke as Treasurer. We want to thank Alexis Graff and Elizabeth Pupeter for their service over the last four years as President and Vice President. We do have two committee chairs open – Fundraising and Clinical Practices (as of 7/1/16). Names have been offered and we hope to have both filled in the near future.

As of April 23<sup>rd</sup>, WCMT currently has 64 members including professionals, students and retired professionals. We are continuing to reach out to former members to find out why they have not renewed and what can we do differently to keep or bring them back. One way we are doing this is by holding Networking get togethers, which we call “Out Fly” meetings. Several regions of the state have already met a few times over the past year and others are forming. This is informal time for current and “future” music therapy members can network and get to know each other.

We completed the budget for 2016-2017 fiscal year and everything looks fiscally sound at this time. We are planning a fall CMTE in September and a spring CMTE in April. Of course, we are hosting the 2017 Regional Conference in Milwaukee in March we the planning committee is working very hard to make it a success.

Clinical Practices is rolling out our state mentorship program this year. This program is not as formal as the GLR program that is being worked on, but is a starting place for students and new professionals and even long-term professionals who may have started working with new clientele. The final details will be completed by 7/1/16 when our current chair moves out of the state after working with our new chair.

Each month we continue to send out a mini-newsletter to our members keeping them updated with news from the state, region and national levels if warranted. In addition to those mailings, we have one large annual newsletter that goes out in March to give an overview of the state meetings and conferences for the year. Our editor is now Hanna Uchytel. Thank you to Rebecca Frize for the last thirteen years as editor. We continue our Session Sharing monthly as well. Various members from across the state and various populations share one session intervention. This is a great way to expand our files for new ideas!

Here is a short student report from Alverno AMTAS. Several students attended the regional conference this year and held a fundraiser while there. They have additional opportunities later this spring as well. Elections are underway for their new E-board and they will contact WCMT with contact information. We were excited to hear that 5 board members of the GLR-AMTAS are students from Alverno.

Respectfully submitted,

Rebecca Frize, MT-BC  
WCMT President



# Student Affairs Advisory Board Report

Ellen Antes & Jeffrey Wolfe

1. The GLR-AMTAS Podcast channel produced 3 more podcast episodes from various schools in the region on professionalism, overcoming a bad session, and the importance of evidence-based as practice as a student. We hope to continue with a new season of student music therapist led podcasts next year.
2. *GLR Passages 2016* took place on April 14th from 1:00 to 5:00 pm in conjunction with the GLR Conference. This year, students presented on various topics including self care, working in a juvenile detention center, and working to advocate for music therapy with parents at a school for students with special needs. Passages included an advocacy discussion in which students could ask current music therapy interns about their experiences. Finally, this year's keynote speaker was Jenni Rook, LCPC, MT-BC. Fifty-nine students and interns were registered for conference.
3. *The Gift of Music Grant* was a \$400 scholarship for a private practice in the region. This year it was awarded to Lucille Brown from Sound Inspirations Music Therapy in Ohio.
4. GLR-AMTAS Executive Board members continued to communicate with schools in the region through Facebook posts and informative videos. A separate private Facebook page was created to connect the region's university AMTAS presidents.
5. New products were created for fundraising. These include customized guitar picks, travel coasters, and bumper stickers with the newly designed logo. They will be sold along with old inventory at GLR Conference 2016.
6. A huge thank you goes to the GLR-AMTAS Executive Board for their diligent and focused work. Under the direction of Ellen Antes (GLR-AMTAS), the board met several goals that have been highly beneficial to the students in the region and will continue to ensure the success of the GLR-AMTAS. Thank you to Ellen (President), Heather Elfine (President-Elect), Natalie Eberhardt (Vice President), Abbey Prochaska (Secretary), Mara Alvarez (Treasurer), Leora Kantner (Parliamentarian), and Praneeth Madoori (Webmaster), for your service. Additionally, Jeffrey Wolfe (GLR Student Advisor), stepped down from the advisor position due to being appointed to Chair, Student Affairs Advisory Board, in January 2016. A new GLR-AMTAS student advisor will be announced and transition into their role after the GLR conference.

Respectfully submitted,

Ellen Antes  
GLR AMTAS President

Jeffrey Wolfe, MT-BC  
(Outgoing ) GLR AMTA Student Advisor

## Website Report

Julie Palmieri

I encourage you to visit the GLR website at [glr-amta.org](http://glr-amta.org). Please continue to visit the website to get your most up-to-date information on conferences, events, offerings, news, events, job listings, and members only information in the Great Lakes Region.

We have been sending out email blasts to all members when there is an update to the website, a new member offering, or other events happening within our region. If you are not receiving these emails and you are a member, please check your spam folder OR contact me via the GLR website.

We are continuing to connect with you on social media, as well. We have over 820 music therapists and supporters connected on our Facebook page, @GLRAMTA with 488 followers, and we are Instagramming throughout this conference. Look for us on Instagram -- @GLRAMTA.

The hashtag for the GLR Conference in Indianapolis is #GLR2016.

See you online at [www.GLR-AMTA.org](http://www.GLR-AMTA.org)!

Respectfully submitted,

Julie A. Palmieri, MM, MT-BC  
Great Lakes Region Website Coordinator

# Academic Program Approval Report

Lalene Kay

## Programs approved since last conference:

M.A. Music Therapy (1), Expressive Therapies (1), Mental Health Counseling Emphasis (1)  
M.A. (Distance) Music Therapy  
B.M. in Music Therapy, pending NASM accreditation

## Programs re-approved since last conference:

Bachelor of Music in Music Therapy (2)  
Bachelor of Science in Music Therapy (1)  
Master of Arts in Expressive Therapies: Music Therapy with a Specialization in Mental Health Counseling

## Programs still in process: 4

## Other tasks:

1. Submitted a motion to the Assembly to add qualifications to the Standards for Education and Clinical Training for faculty teaching music therapy equivalency courses
2. Currently revising applications for approval and re-approval, looking toward the possibility of online submissions in the near future
3. Currently revising policies and procedures to better meet the needs of the organization
4. Responding to various inquiries regarding Music Therapy Education and Clinical Training. Held Roundtable of Faculty and Internship Directors at AMTA conference. Main topics were:
  - Students with Visually Impairments
  - Letter of “reference” as opposed to a letter of recommendation—can be more honest in a reference letter.
  - Requesting a session on how to communicate concerns, students sign a FERPA form to get truthful references from university faculty
  - Out of State Student Issue [nc-sara.org](http://nc-sara.org) State Authorization Reciprocity Agreement-SARA-protects states from diploma mills, Each state could charge the institution a fee for students to complete distance learning that is a degree requirement.
5. A roundtable for Academic Program Directors and Internship Directors was held at the GLR conference in Indianapolis co-facilitated by Kay Luedke (AIAC) and Lalene Kay (APAC).

Respectfully submitted,

Lalene DyShere Kay, M.M., ACC, MT-BC  
Great Lakes Region Representative to the APAC

## Association Internship Approval Report      Kay Luedtke – Smith

- We have two new internship sites in the GLR this year
  - Marwood Nursing & Rehab, MI Suzanne Jackson, ID
  - Milwaukee Center For Independence, WI Andrew Neary, ID
- One inactive site Northshore Hospice & Palliative Care, IL
- Four sites have new Internship Directors
  - Advocate Children's Hospital Park Ridge, Kara Ryan, ID (formerly known as Advocate Lutheran General Hospital & Children's Hospital)
  - Cincinnati Children's Hospital Medical Center, Deb Benkovitz, ID
  - Milwaukee County Behavioral Health, Mary Mangi, ID
  - Woodbury Health Care Center, Erin Knutson, ID
- One new Supervising MT
  - Nationwide Children's Hospital, Lelia Emery
- Presented the Internship Supervision CMTE during the GLR conference in Minneapolis
  - 26 people attended.
- The AIAC Committee diligently worked on completing the Supervising the National Roster Intern e-course. This is a new opportunity for interested MT's to access the supervision course. We are excited about what this will mean for our profession. Thank you to Cathy and Dwight Knoll for their invaluable and remarkable assistance in this process.
- Remember to send in all internship paperwork including: annual report, acceptance letters and site evaluations to the AIAC Representative.

GREAT LAKES REGION NATIONAL ROSTER INTERNSHIP SITES  
AS OF APRIL 2016

**ACTIVE SITES**

Illinois	Indiana	Michigan	Minnesota	Ohio	Wisconsin	Total
7	5	4	5	10	6	37

**INACTIVE SITES**

Illinois	Indiana	Michigan	Minnesota	Ohio	Wisconsin	Total
4	1	1	1	3	-	10

Respectfully submitted,

Kay Luedtke-Smith, MT-BC  
GLR Representative to the AMTA AIAC

## Clinical Practice Networking Report

Lee Anna Rasar

1. The Board of Directors has approved revisions to our committee name, goal and tasks. Our revised name, the “Clinical Practice Networking Committee” reflects the scope of our work to promote networking across a broad range of practice settings, populations and specialty topics of focus.
2. We held a successful Clinical Practice Networking Luncheon for professionals and students yesterday, with a broad array of topic areas, including two new areas directly requested by members (music psychotherapy and spirituality).
3. Committee representatives continue to expand networking opportunities by organizing and supporting networking events at regional conferences.
4. The GLR-AMTA conference in Indianapolis includes a networking session.
5. In line with our revised tasks, we will also begin to identify various structures that enable mentoring for music therapists working with a broad range of populations and promote the dissemination of such information to members.

Contact Lee Anna Rasar at [rasarla@uwec.edu](mailto:rasarla@uwec.edu) with any other ideas or resources you have regarding networking and mentoring.

Respectfully submitted,

Lee Anna Rasar, MMed, MT-BC  
GLR Representative to the AMTA Clinical Practice Networking Committee

## **Communications & Technology Report**

Julie Palmieri

Visit the AMTA Tech Stop over at the AMTA website:

[http://www.musictherapy.org/members/amta\\_tech\\_stop/](http://www.musictherapy.org/members/amta_tech_stop/)

The Tech Stop covers lots of tutorials on social media, apps, iTunes, navigating the AMTA and CBMT websites, email tips, privacy settings, and much more!

Respectfully submitted,

Julie A. Palmieri, MM, MT-BC  
Communications & Technology Representative



## Government Relations Report

Angela Snell

### GLR-AMTA STATE GOVERNMENT RELATIONS CHAIRS

**Illinois** – Nancy Swanson, Government Relations Chair, [government\\_relations@musictherapyillinois.org](mailto:government_relations@musictherapyillinois.org)

**Indiana** – Lindsey Wright, Government Relations Chair, [pastpresident@indianamusictherapists.com](mailto:pastpresident@indianamusictherapists.com); Casey DePriest, Task Force Chair, [taskforce@indianamusictherapists.com](mailto:taskforce@indianamusictherapists.com)

**Michigan** – Susan Gregory, Government Relations Chair, [gregjs@att.net](mailto:gregjs@att.net); Kellee Coviack Hansen, [kcoviack@gmail.com](mailto:kcoviack@gmail.com) & Bernadette Skodack, [bsko.mtbc@gmail.com](mailto:bsko.mtbc@gmail.com), Task Force Co-Chairs

**Minnesota** – Melissa Hirokawa, Chair, Maggie Sonstebly, Claire Klein, Gov't Relations/MN Recognition Task Force

**Ohio** – Dwyer Conklin, Government Relations Chair, [governmentrelations@aomt.org](mailto:governmentrelations@aomt.org)

**Wisconsin** – Nancy Dexter-Schabow, Richelle Kroening, Government Relations Co-Chairs, [governmentrelations@musictherapywisconsin.org](mailto:governmentrelations@musictherapywisconsin.org)

### STATE REPORTS

#### Illinois:

Since the passing of SB1595 – the Music Therapy Advisory Board, the Illinois Department of Financial and Professional Regulations has conducted interviews with potential members for this board. Final selections will be made and announced on April 13, 2016. The board consists of the following individuals: Andrea Crimmins, Ph.D., MT-BC, Louise Dimicelli-Mitran, LCPC, MT-BC, Kyle Fleming, MT-BC, Candi Gray, LCSW, Russell Hilliard, Ph.D., MT-BC, and Jay Stewart. The board is charged with the task of compiling a report regarding the profession of music therapy. There may be times when professionals within the music therapy community and other professions will be called to testify on certain topics during the board meetings. Nancy Swanson will communicate to the Illinois membership when help is required for this purpose.

#### Indiana:

The Indiana State Task Force reports HB 1303, Registry of Certified Professions, passed. This bill establishes a procedure for individuals and existing licensing boards to apply to the professional licensing agency to allow qualified individuals to become state certified and be placed on the electronic registry of professions. It prohibits an individual who is not state certified from using the title “state certified”. Lindsey Wright, IAMT Past President and Government Relations Chair, has been in contact with the Indiana Professional Licensing Agency to add Music Therapy to the new self-registry pilot program. She will be meeting with the Director at the end of April to clarify the path forward.

#### Michigan:

Michigan Music Therapy Week is the week of April 25-29, 2016. MMT will use social media to connect with the public and encourage all Michigan music therapists to use this week to advocate and educate for the field.

*Continued on the next page*

## Government Relations Report (continued)

### Minnesota:

The Minnesota Task Force for Professional Recognition, as led by Todd Schwartzberg and Melissa Hirokawa, had to work within a historically short legislative session (only 10 weeks). The team was able to build on momentum last year with bills in both the house and senate, authored by Rep. Newton and Sen. Hoffmann, respectively. Unfortunately, the chairs of the Health and Human Services committee from each house were each waiting for movement in the other house's committee before taking action. Although we had a successful Hill Day and a hearing in the House Subcommittee on Licensure, MTAM missed the first committee deadline on April 1 for hearings. After elections in the fall, MTAM will start the process anew with fresh bills.

### Ohio:

Ohio HB 184 is scheduled for a hearing in the Commerce and Labor Committee on Tuesday, April 19<sup>th</sup>. AOMT members are encouraged to attend. Updates will continue to be posted regularly on the AOMT Facebook page and periodically through email.

### Wisconsin:

An email was sent to current WCMT members to inform them of some of the proposed major changes to Long-Term Support such as IRIS and Family Care. Governor Scott Walker's budget proposal would cut IRIS, a long-term care option for people with disabilities and the elderly, and change how Family Care is implemented. These programs would no longer be a part of the Department of Health, but rather fall under the Office of the Commissioner of Insurance. This implementation would change the focus from being quality of life/self-directed model to a more medical necessity model. This change could lead to a great impact on the opportunities of consumers accessing music therapy services.

### RECAP of National Items from the 2015 Conference in Kansas City:

1. Congratulations to the Oregon Task Force for their advocacy in obtaining music therapy state recognition. Successful legislation created a music therapy license for board certified music therapists granted by Oregon's Health Licensing Office (HLO).
2. Congratulations as well to the Illinois Task Force for their advocacy that contributed to the passage of a licensure study within the state.
3. The California Task Force worked diligently to have a title protection bill pass the Assembly and Senate unanimously. Unfortunately, the Governor vetoed the bill, but the veto message did support recognition of the MT-BC credential and CBMT certification requirements.

## Government Relations Report (continued)

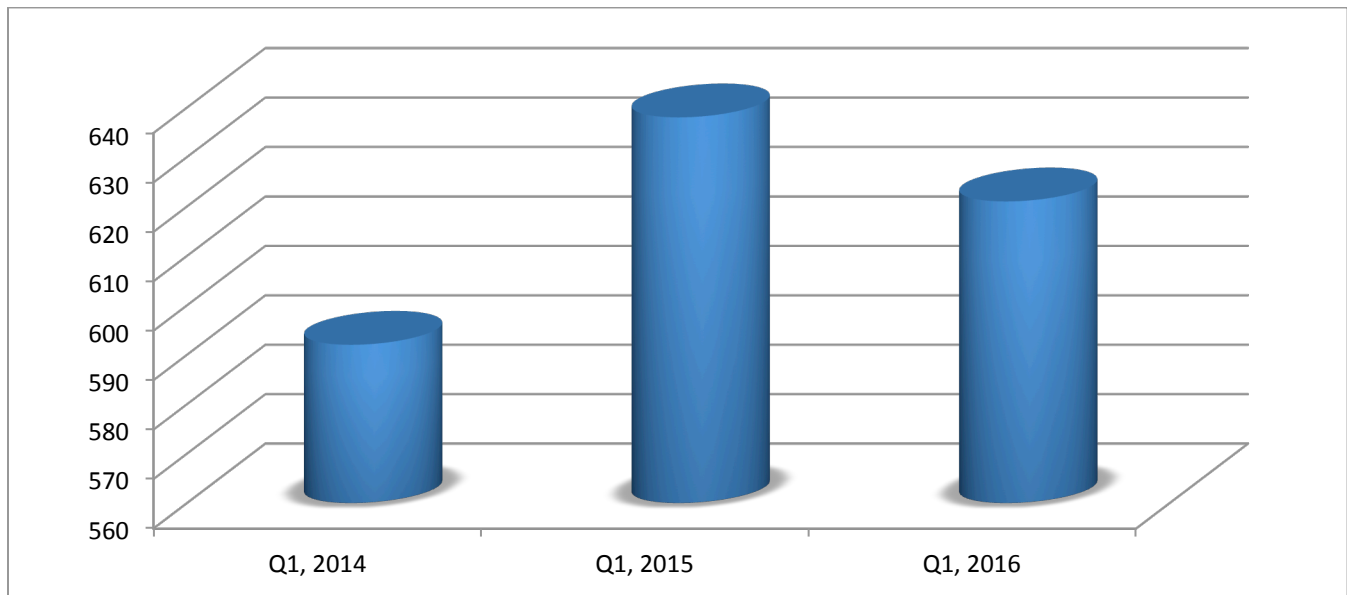
4. This year marks the 10 year anniversary of the AMTA and CBMT state recognition operational plan. In 2015, 16 states hosted Hill Days, 14 states introduced legislation, and 43 states have Task Forces involved in advocacy at various levels. As of November 2015, we are anticipating recognition legislation in at least nine states in 2016.
5. MTR 2025 included a presentation that focused on the impact of research on policy. There was also a conference concurrent session offered that included the recommendations related to research and policy.
6. AMTA has received updated support from the federal Department of Education regarding music therapy as a related service under the Individuals with Disabilities Education Act (IDEA). The Office of Special Education Programs (OSEP) issued guidance to all state special education directors clarifying the Department's previous communications recognizing music therapy as a related service. Supportive language is being prepared for posting on the AMTA website as a resource for members and families.
7. Arts Advocacy Day will be held March 8th and 9th, 2016. We would like for a strong music therapy contingent to be in attendance and will be sharing registration information with the membership when it becomes available.
8. Plans for 2016:
  - Increase social media posts of AMTA advocacy work on the state and federal level
  - Prepare a "Civics for Music Therapists" or "Policy 101" podcast/video for members
  - Offer advocacy training opportunities to music therapy educational programs within each region.

Respectfully submitted,

Angela M. Snell, M.S.Ed., MT-BC  
GLR-AMTA Government Relations Chair

# Membership Report

Rachael Lawrence-Lupton



**2<sup>nd</sup> quarter (2015) = 718**

**3<sup>rd</sup> quarter (2015) = 779**

**4<sup>th</sup> quarter (2014) = 794**

**1<sup>st</sup> quarter (2016) = 621**

**1<sup>st</sup> quarter (2015) = 638**

**1<sup>st</sup> quarter (2014) = 592**

## 1<sup>st</sup> quarter membership category totals:

Affiliate- 2

Associate- 0

Grad Student- 57

Honorary Life- 9

Inactive- 0

Life- 1

Patron- 0

Professional- 403

Retired- 12

Student- 137

Respectfully submitted,

Rachael Lawrence-Lupton, MA, MT-BC

GLR-AMTA Membership Committee Representative

## Professional Advocacy Committee Report Jessica De Villers

The In February 2016, Jessica De Villers is appointed Professional Advocacy Representative for the Great Lakes Region of AMTA. Leslie Henry and Jessica De Villers are working together in the transition process.

The PAC committee continues to educate membership regarding the evaluation of appropriate and inappropriate representations of music therapy.

Efforts include:

- The executive board has charged the committee with initiating a decision tree infographic that can help promote work flow when cases of misrepresentation occur. The current challenge is that a clear communication does not exist between PAC, National Office, and states that have task forces and recognition, this causes confusion of who to report issues to. The goal is to improve communication between the groups working to clearly represent music therapy to the public and protect its use.
- We continue to assist and monitor member's responses to advocacy issues.
- The committee manages and maintains a resource file of responses and have created a new committee google doc to store committee documents.
- The committee continues to update reports of committee action on the Members Only section of the AMTA website. One document of note includes a new music modalities infographic that will be sent to AMTA executive board for consideration.
- Several representatives of the PAC will be presenting at regional conferences. The presentation is an updated version of that given at National conference which focuses on how to handle misrepresentation in an articulate and clearly understood manner. A couple issues are being worked on and monitored within our region. These include:
  - Consulting with Summa Health in regard to their "Musician Program"
  - The Comfort Clip Please contact Jessica De Villers, GLR of AMTA Professional Advocacy Rep with any issues that arise within your states at [devillersjl@gmail.com](mailto:devillersjl@gmail.com).

Respectfully submitted,

Jessica De Villers, MA, MT-BC  
GLR of AMTA Professional Advocacy Representative

## **Standards of Clinical Practice Report**

Peter Meyer

- The Standards of Clinical Practice Committee is continuing to work on our on-going task of revising the Standards of Clinical Practice document to reflect current practices.
- We have been tasked by the Board to review the use of the term, “music psychotherapy,” in the profession with regard to the current Standards. This discussion continues, and we will have an update in our mid-year report.
- We are also continuing to examine other on-going tasks, including maintaining the Music Therapy Clinical Self-Assessment Guide, gathering other organizations’ Standards to have for reference, and we are considering updating our rotation schedule for reviewing the sections of the Standards in the upcoming years.
- We met by conference call in February and plan on continuing these discussions in April in a follow-up conference call.
- We encourage music therapists to be in touch with their respective committee representative if any concerns or questions about the Standards arise.

Respectfully submitted,

Peter Meyer, MA, MT-BC  
Standards of Clinical Practice Committee Representative

# General Business Meeting Minutes

Indianapolis, IN

Friday, April 15 and Saturday, April 16, 2016

## I. Call to order

Larisa McHugh welcomed everyone and called the meeting to order at 5:05 pm with a special musical event from the GLR AMTAS Students.

## II. Approval of agenda

The agenda was presented. A motion to approve the agenda was received and seconded. All were in favor. The agenda was approved.

## III. Approval of minutes from Kansas City, Missouri (November 2015)

Minutes were reviewed. A motion to accept the minutes was received and seconded. All were in favor. The minutes were approved.

## IV. AMTA President's Update

Jennifer Geiger

Jennifer will be giving a big update tomorrow. Please welcome her.

## V. Elected Officer Reports:

### a. President:

Larisa McHugh

Larisa shared that her role is to continue the focus on strategic planning and to continue to hold conference calls with the executive board. She stated that the board has moved forward with the mentor program and it has since gone live. More information will be presented on this later in the meeting. A few goals Larisa has for the term are to focus on strategic planning and to assist in streamlining conference planning. This was a big part of the executive board meeting yesterday.

Larisa shared that, over the last several years, we've been fortunate to be in very healthy financial standing as a region. We have made great efforts to return that to our members. Members have seen this through awards, through low conference rates. Our conference rates for regional conference are the lowest out of all AMTA regions. The GLR has been able to donate to the AMTA archives and has supported AMTA conference events. Our financial health is a result of successful conferences each year and of the fiscal responsibility of the board. Our current co-chairs need to be commended for the fine job they have done with this conference. Our total conference attendance has ranged from 300-400 and this year we have 504 before the conference started. In 2014 when the contract was signed for this hotel we believed it would be one of the largest conferences ever. Unfortunately the contract had a few difficult elements which were recently discovered and which we haven't been able to absorb. The room block was more than double what we normally have. This was a very large hurdle. Additionally, as a way to not pay 50,000 for room usage for meetings, we were required to pay \$40,000 for catering. The board and co-chairs have been working to find creative ways to whittle down these costs. Larisa shared that the co-chairs, VP, VP elect, and executive board have met several times to discuss these issues. AMTA has been involved and offered assistance, attempting to renegotiate the contract with the hotel but were unable to do that. We've worked to increase attendance through increased emails, through multiple extensions of conference early bird rates, and promoting through social media. We considered offering free CMTEs and other incentives to increase attendance. Larisa shared that, despite great attendance and good effort, we are still facing a large deficit in regards to this conference. Moving forward, all contracts will be reviewed by the GLR executive board as well as by AMTA conference planners. The board has established conference policies so all conference planners have clear expectations and that planning processes are streamlined so as to avoid problems like this in the future. More will be explained about this in later portions of this meeting. If anyone has any questions, please ask or contact Larisa. We are happy to answer any questions you may have.

*Continued on the next page*

## General Business Meeting Minutes (continued)

**b. Past President: Lisa Gallagher**

Lisa was unable to attend this conference. Larisa will be presenting Lisa's report on her behalf.

As past president Lisa serves as chair of the nominating committee. She presented a list of nominees for the nominated positions:

President Elect – Rebecca Findley (IN)  
 Vice Pres Elect – Jennifer Whitlow (IN)  
 Todd Schwartzberg (MN)  
 Secretary – Lindsey Doty (OH)  
 Treasurer – Stephanie Harris (IN)

If you have questions about any positions please seek out Larisa. Nominations from the floor are welcome tomorrow. From there emails will be sent to all members so you will have the bios to read and you will be able to make a vote via Survey Monkey.

**c. President Elect: Debbie Bates**

Debbie shared that she will be giving three awards at the luncheon tomorrow. All honorees are here.

We do have Special Projects funds available. Yesterday the board did approve one MUSE/Special Project fund and it was awarded to Lee Anna Rasar.

*Bylaws Revisions* - Debbie presented bylaws revisions. The proposed revisions are as follows and will be voted on tomorrow night:

Article V Officers

Section 5. The appointive officers of the GLR shall be an Archivist, Editor, Student Coordinator, and **Website Coordinator**.

Rationale: The website coordinator is appointed by the President, with the approval of the Executive Committee, in the same manner as the other listed appointive officers in this section.

Section 7. Duties

1. The **Website Coordinator** will manage and maintain the GLR website, respond to correspondence that comes in via the website, maintain a list of email addresses for the GLR membership, present reports to the GLR at the Spring and Fall meetings and in the *Voice of the Lakes*, and assist with Special Projects as requested by the GLR Executive Committee.

Rationale: The website coordinator duties are currently not listed in the bylaws. This addition rectifies that omission. The remaining item in this section will be re-lettered.

Article VII – Committees

Section 1. Executive Committee

a. The Executive Committee will consist of thirteen voting members: President, President-Elect, Immediate Past President, Vice President, Vice President-Elect, Recording Secretary, Treasurer, and the six State Representatives. The Archivist, Editor, Student Coordinator, Student Representative, and **Website Coordinator** will be ex-officio members without the right to vote.

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## General Business Meeting Minutes (continued)

Rationale: Adds Website Coordinator to the list of appointive, ex officio members on the Executive Committee, which aligns with the change proposed in Article V, Section 5.

Section 11: Annual dues shall be 15 dollars for professional members, 15 dollars for associate members, 7.50 dollars for retired professional members, and 7.50 dollars for student members, payable through the AMTA National Office.

If anyone has any questions on this, please find Debbie.

**d. Vice President: Rebecca Findley**

Melaine presented a combined report on behalf of Rebecca and herself.

Melaine invited the current conference co-chairs to give a rundown of numbers and current report on the conference.

Jennifer shared that we had 504 pre-registrants. 301 were professionals. This was the first time in a long time that the number of registered professionals exceeded that of registered students. Since onsite registration opened approximately 15 additional individuals registered. In terms of additional attendance, 85 people will be attending CMTES and about 40 individuals attending institutes.

Anne shared that we received two proclamations related to the conference. The Office of the Mayor has declared April 2016 as Music Therapy Awareness Month. In the State of Indiana the governor has slated this entire week as Music Therapy Awareness Week.

Rebecca shared more insight into the thoughts shared earlier by Larisa. In order to avoid similar financial issues in planning future conferences, she and Melaine have created an intensive Google Drive with templates, schedules, CMTE letters, and contracts for entertainment so that co-chairs have the resources they need to successfully plan a conference. In addition, all policies are being written down and saved in this shared spot.

The 2017 Conference will be held at the Crowne Plaza in Milwaukee, Wisconsin from March 14-18. It is accessible from the airport, available at a rate of \$119 (single/double/triple/quad), and includes free parking and a free airport shuttle.

Promotional materials for the conference were distributed at this time. The theme for the 2017 conference is "Thirst for More: Tap into Your Greatest Potential." The conference will focus on reaching within yourself to access your greatest potential. The conference falls on Saint Patrick's Day. In addition the NCAA will be held in Milwaukee at that time. With this in mind, please plan accordingly when booking your hotel.

The committee chairs for this conference are lined up. Registration rates were shared at this time.

Melaine shared a breakdown on what conference registration includes. Please think about this as you consider the cost of registration.

**e. Vice President Elect: Melaine Pohlman**

Melaine shared her report in conjunction with Rebecca.

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## General Business Meeting Minutes (continued)

- f. Secretary: Lindsey Doty**  
No report. Please place your minutes in Dropbox.
- g. Treasurer: Stephanie Harris**  
Stephanie presented the fiscal report from July 2015 (FY 15-16).

Stephanie reported she has reactivated the DUNS/SAM number. This is a number that government facilities use to check your eligibility to reimburse for attending a conference. This number was reactivated and Stephanie wants to make sure the membership knows this number exists and is active. AMTA is also considering doing this so, for national conference, you may want to check with them for a number.

CMTE fees need to be sent 4 weeks prior to the event to avoid \$100 in late fees from CBMT. The deadline from CBMT is two weeks prior but, if GLR doesn't have the fee to them by that two week period, GLR gets charged a late fee. Please get your fees in and communicate with Kristen and Stephanie to let them know when to expect fees.

Stephanie recently moved. As a result, all forms have been updated to reflect her new address. Please use the new forms (CMTE and reimbursement forms) rather than the old.

Checking: \$3,632.74  
Savings: \$16,991.13  
Conference: \$9,272.00  
Student: \$865.75  
Investment: \$19,215.45  
Total Assets: \$49,677.07

There is the potential for more money to be coming back from the hotel, given we had to pay the hotel in full prior to conference. In addition, there may be additional income given on-site registrations.

We lost money in the Morgan Stanley account due to trading. This is reflected in the budget spreadsheets prepared by Stephanie.

Revenue  
AMTA Dues: \$1789.88  
Interest: \$4.31  
CMTE Fees: \$720.00

Conference Checking  
Conference Expenses: \$62,455.98  
Conference Revenue: \$55,487.46

Conference checking expenses versus revenue was shared. This is based only off the checking account. This is not a clear picture of this current conference, but also includes continued costs from the conference in Minneapolis.

If you have any questions please contact Stephanie or any members of the board.

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## General Business Meeting Minutes (continued)

### VI. State Representative Reports:

#### a. Illinois:

##### Allison Gunnink

The full report is in Dropbox. Allison shared the Illinois state association is at 144 total members. They are in good financial standing. They are finalizing details for their spring CMTE scheduled for June 4 with Louise Dimiceli-Mitran. Allison stated that, last year, Senate Bill 1595 was approved and the advisory board has now been appointed. This board will now be looking at if there is a need for licensure in the state. The association will be researching possibilities of overhauling the website with the intent to have a plan by Labor Day. A student retreat was held in February. They are still working on completing 501(c)(3) application. An accountant in place.

#### b. Indiana:

##### Morgan Sparks

The full report is in Dropbox. AIMT currently has 63 members, including 4 students and 2 retired members. The organization is in good financial standing. Non-profit paperwork has been filed for 2015. A successful fall meeting was held in September, featuring a presentation on ethical considerations. AIMT has awarded their 2016 internship scholarship. Indiana currently has six active national roster internship sites. House Bill 1303 passed. This bill establishes a procedure for individuals and existing licensing boards to apply to the professional licensing agency to allow qualified individuals to become state certified and be placed on the electronic registry of professions.

#### c. Michigan:

##### Kellee Coviak- Hansen

Michigan Music Therapists currently has 48 professional, 4 lifetime, and 51 student/intern members. Michigan is home to two active student groups, one at Eastern Michigan University and Western Michigan University. Kellee reported that this past fall they converted the membership form to a Google form which has been very successful. A new executive board will be coming into place on Saturday should they meet quorum. The annual spring workshop is Sunday, May 22. This workshop will focus on reimbursement, scholarship opportunities, and letting membership know about programs available for money (scholarships, special project funds, etc). The workshop is entitled, "More Bang for Your Buck." Members of other state associations within the region are able to attend at member rate. MMT Week is scheduled for the end of April. The 2018 GLR conference will be held in Michigan.

*Adjournment of Friday General Business Meeting:* A motion was made to adjourn the meeting and was seconded. Larisa adjourned the meeting at 6:09 pm and will recontinue the following evening at 5:00pm.

*Welcome and Call to Order:* Larisa welcomed those in attendance and called the meeting to order at 5:01pm.

#### d. Minnesota:

##### Claire Klein

Minnesota has an active task force. Their state association currently has 51 members, comprised of 45 professionals and 6 students. This number is expected to increase with the coming conference in May. The board has started a new practice of having an attitude of gratitude, where each time they meet a card is sent to a member in the music therapy community with a note of encouragement and thanks. Claire reported the board has rewritten their mission statement and this is being voted on in May. Once this part of the bylaws is updated they hope to update the budget to reflect the mission statement. A number of scholarships are available for members. There are currently 5 national roster internships in the state. The board is hoping to focus on how to start an internship at future CMTE sessions (fall conference). A Twitter and Instagram account are now active.

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## General Business Meeting Minutes (continued)

**e. Ohio: Tanya Corso**

House Bill 184 has been sitting in Commerce and Labor since last June, with a tentative hearing scheduled to occur in the next week. This will include opponent testimony and interested party testimony. The AOMT summer CMTE is planned for June 4 in Columbus and will feature Tracy Richardson. The fall CMTE is tentatively scheduled for October 1 and will feature Julie Palmieri. AOMT is working to set up regional networking events and the board is still looking for people to help out with that. The association now has a members-only section that was effective January 1. All job postings and other resources were moved to this area. All professional scholarships have been utilized since they were started last year. In addition, the membership support fund was utilized.

**f. Wisconsin: Alexis Graff**

Alexis was not present at this meeting. Her full report will be placed in Dropbox.

### VII. Appointed Officer Reports:

**a. Archivist: Ed Roth**

The student working on this project is no longer doing so. Ed has shared he will be working to pull things from the GLR archives to give a better perspective on our history and trends.

**b. Editor: Andy Panayides**

The deadline for the upcoming issue of Voice of the Lakes is April 24. Publishing will happen May 2.

The next publishing date will be in November.

If you have any ideas for newsletter themes, please let Andy know.

**c. Student Advisor:**

We've appointed a new student advisor on Thursday. Katie Fitch has been appointed to serve. Jeff provided the following report with Ellen.

**d. Student Representative: Ellen Antes**

The GLR podcast channel was started in the fall. Three more podcast episodes have since been produced on professionalism, overcoming a bad session, and the importance of evidence based practice as a student.

Passages happened on 4/14. Several students presented. An advocacy discussion was included, and the keynote speaker was Jenni Rook. 27 students attended. Two grants/scholarships were awarded. Ellen reports they have continued to communicate with schools in the region through social media, working to facilitate increased communication between the schools.

New products for sale have been designed and are for sale. Please stop by the booth in the exhibit hall.

**e. Website Coordinator: Julie Palmieri**

Please visit the GLR website. It is kept very updated with job listings, events, and more. Email blasts are sent out as well. If you are not receiving these emails, please check your email filters to ensure it is not being filtered as spam or promotions. Please contact Julie if you still seem to be having trouble receiving these.

We are on Facebook, Twitter, and on Instagram.

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## General Business Meeting Minutes (continued)

### VIII. Standing Committee Reports:

**a. Academic Program Approval:**

**Lalene Kay**

This committee has been extremely busy. They have had 7 new program approvals since national conference. There are always ongoing approvals as well. In addition, they have been doing redefining of terms in our policies, and some of this has gone to the assembly at Kansas City. In KC they hosted a roundtable of internship directors and educators, and just had a version of this here as well.

**b. Association Internship Approval: Kay Luedtke-Smith**

Kay shared we have three brand new internship sites in the region: Marwood Nursing Home in Michigan (Susanne Jackson), Milwaukee Center for Independence in Wisconsin (Andrew Neery), and Lawrence Hall in Chicago (Courtney Wrubel). There are 10 inactive sites in the region. Supervising the national roster internship is now available as an e-course, so you can take it this way if you are unable to attend it at a conference.

**c. Communications & Technology: Julie Palmieri**

The technology committee has the Tech Stop. At Tech Stop you can find video tutorials on a variety of topics, including how to change your privacy settings on social media as well as on how to navigate the CBMT and AMTA websites. This is in the members-only section of the AMTA website.

**d. Continuing Education: Kristen Lueck**

Kristen was unable to attend today's meeting.

**e. Standards of Practice: Peter Meyer**

This committee has met by phone. They are currently working to take all the standards and go through them one by one to make sure they are current. They're exploring faster and more efficient ways of doing this. The board was called to task to review the term psychotherapy in regards to the current standards. They continue to investigate and will have more information at the time of the mid-year report. Pete reported they are examining the tasks of the clinical self-assessment guide using other clinical standards as a reference.

**f. Research: Debra Burns**

Debra was unable to attend today's meeting.

**g. Government Relations: Angie Snell**

Everyone on task force committees and serving as government relations chairs, please stand for recognition.

If you weren't at the national conference, this past year marks the 10 year anniversary of the CBMT and AMTA joint-effort state recognition plan. In November, 16 states were recorded as hosting hill days, 14 states were introducing legislation, and 43 states had active task forces. As of November they were anticipating legislature and recognition for at least 9 states this year. Please consider celebrating this 10 year mark by sending a thank you email to Judy Simpson.

The priorities that national is putting forth in this area include: An increase in social media posts of AMTA advocacy work, prepare a podcast for music therapists on civics or policy 101, and offer advocacy opportunities in each region.

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## General Business Meeting Minutes (continued)

**h. Reimbursement: Nancy Dexter-Schabow**

Nancy was unable to attend today's meeting.

**i. Affiliate Relations: Rebecca Findley**

Rebecca was unable to attend this meeting.

**j. Workforce Development & Retention: Laura Brown**

Laura was unable to attend this meeting.

**k. International Relations: Roberta Kagin**

Just this week Roberta returned from Japan, meeting with the individual in charge of planning the World Congress 2017 meeting. They are eager for presentation proposals for this conference. The deadline is approaching but was not given. If you're interested, please visit the website. There are 5,000 music therapists in the Japanese music therapy association.

Roberta received an update from Dale Taylor, who has been doing international work. An online presentation was given for the OCMT. In 2015 he did another presentation at the 22<sup>nd</sup> International Conference on Learning at the University of San Pablo CEU in Madrid, Spain, co-presenting with Louise Steele and Dean Robert McCallister. His second edition of Biomedical Foundations in Music Therapy is being translated into Spanish by a group in Argentina.

Auxberg College has study abroad programs with student trips to South Africa and China.

Some conference info: The International Association of Music and Medicine will be meeting in Beijing in June, and the European Congress is in Vienna in July. A GIM conference in Greece is scheduled for the fall. The 2017 Association for Music and Imagery conference will be in Montreal.

**l. Membership: Rachael Lawrence-Lupton**

Rachael was unable to attend. Amy Furman presented on her behalf. Amy reported that 6 of our 7 states are above the national average for AMTA membership. It is likely regional membership will continue to increase with the national conference in Ohio this year. The phone drive for membership was recently completed.

**m. Professional Advocacy: Jessica DeVillers/Leslie Henry**

Jessica will be the new GLR representative to the Professional Advocacy Committee. One of this committee's main tasks is to help increase accurate awareness of what music therapy is and is not. It is our job to help advocate for correct representation of the profession. The committee does keep track of different cases of misrepresentation and they do follow up. When there are cases of misrepresentation, please refer them to their regional representative. It doesn't mean the regional representative will do all the work, but they will help empower and guide the local therapist through the process of how to advocate appropriately and effectively. The committee keeps track of these cases of misrepresentation and cannot keep track if you do not make the committee aware. The other thing that is important: If your state has licensure or registry, the task force role is to help get legislation moving forward but it is the professional advocacy's role to help be involved and follow up in these cases of misrepresentation. Please remember the PAC committee and the formal process instead of only providing the information of misrepresentation to your state task force. The other things the committee has been charged with: They will be creating a decision tree infographic that will be available. This will be something like a map of the US, so for the

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## General Business Meeting Minutes (continued)

states with licensure or a registry or specific state recognition that is different than the normal procedure, you'll be able to click on the state to figure out the appropriate protocol for your state in terms of dealing with misrepresentation. This will also hopefully help develop even more clear communication between task forces, CBMT, and AMTA. The committee is also working on improving and updating the music modalities information. There is currently a table or chart, but they will be making an infographic that should be coming out soon. Many of the PAC reps are presenting at their regional conferences. If you have any questions please contact Jessica or Leslie.

- n. Clinical Practice Networking :** **Lee Anna Rasar**  
Lee Anna was unable to attend this meeting.

**o. Diversity and Multiculturalism**

This is a new committee so a report is not currently done. On Thursday the executive committee approved the appointment of Pete Meyer to this committee. This means Pete will be stepping down from Standards of Practice Committee. If anyone is interested in serving on this committee please let Larisa know.

*Nominations* – The slate was shared for nominated positions at this time (see slate presented earlier in this meeting). If anyone is interested or knows anyone who is interested, now is the time to take nominations from the floor.

President Elect: No nominations were given from the floor. Nominations for president elect are now closed.

Vice President Elect: No nominations were given from the floor. Nominations for VP Elect are now closed.

Secretary: No nominations were given from the floor. Nominations for secretary are now closed.

Treasurer: No nominations were given from the floor. Nominations for treasurer are closed.

Bios and ballots will be out within the next month and we will move forward with elections.

*Bylaws revisions* - The revisions were placed back on the board for review. The revisions were reviewed by Debbie at this time.

A member asked to place the revisions back up for further review, but no questions were asked. A motion was made to approve these revisions and was seconded. All were in favor. The motion to approve these revisions was approved.

### IX. Old Business

**a. Mentor Program**

The mentor program has gone live. We have 8 mentors that are online at this tie. People can go online to review the specialty areas of each mentor. If you're interested in a mentor, please visit this page. Mentors were invited to stand for recognition. A concurrent session was held on 4/15 with a recap of the purpose of the mentor program and with discussion for the future. Much valuable feedback was received. Immediately after the session, several emails were received from individuals wanting to serve as mentors. If you're a

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## General Business Meeting Minutes (continued)

professional member, have been practicing for at least two years, and are interested in being a mentor, go on to the members-only portion of the GLR website to learn more about how you can be a mentor. Please do so as soon as possible. If the program has a new group of potential mentors they will be providing a free 3-credit CMTE at national conference to train these interested mentors. Please help spread the word, especially to new professionals, that the program has gone live. In looking to the future, one thing they are exploring is how to help mentors and mentees earn CMTE credit for engagement in this program.

### X. New Business

Petra Kern asked Jeff Wolfe to share on behalf of WFMT that she sent out a survey and we're being invited to participate. This will help get a worldwide narrative that will better help to describe the music therapy profession. This can be found on the WFMT webpage.

Leslie Henry: If you are aware of cases of harm, please forward to the Professional Advocacy Committee. If anyone knows of any products that are claiming to be music therapy that have been purchased, by clients or otherwise, please see Leslie Henry after this meeting.

Roberta Justice shared that she manages a list serve of job postings and other music therapy professional information through Eastern Michigan University. This is not an automatic that you will be added to this. If you know board certified music therapists who are interested in being on the list serve, please contact Roberta Justice ([rjustice@emu.edu](mailto:rjustice@emu.edu)).

Jennifer Geiger offered hard copies of the proceedings from MTR 2025. One copy was given to Larisa. Please find Jennifer after the meeting if you're interested in the other copy.

### XI. Adjournment

A motion was made to adjourn the meeting. The motion was seconded. All were in favor. Larisa adjourned the meeting at 5:58 pm.



**Application for Membership Support**

The mission of the GLR of AMTA is to advance and support the mission of the American Music Therapy Association on the regional level and to serve GLR-AMTA members. The Executive Committee of GLR of AMTA has created a Membership Support fund to assist members in the region who may be experiencing temporary financial struggles. This assistance is intended to help GLR of AMTA members with paying AMTA membership dues or continuing education opportunities. Please note that a member may not receive Membership Support funds from GLR of AMTA more often than once in a three year period.

**Procedure and Timeline:**

1. Complete this application.
2. Submit to the current Past President of GLR of AMTA. You may submit an application at any point during the year.
3. Applications will be considered by the Executive Committee at the national conference (October/November) or regional conference (March/April), immediately following the application.
4. In some cases applicants cannot wait for the next conference to receive a decision, due to impending deadlines (e.g., CMTE registration). Applications marked "Time Sensitive" (see below) which arrive between conferences, will be considered as soon as possible, via phone conference or electronic means.
5. Applicants will be notified within one week after the application is voted upon by the Executive Committee.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

I am requesting Membership Support funds to assist with (check one):

- AMTA Membership Dues (for the year \_\_\_\_\_)
- Continuing Education opportunity

Please provide a detailed description of how these funds will help you meet professional responsibilities and goals. Please limit your response to space provided.

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Amount Requested: \_\_\_\_\_ Time Sensitive? (circle one) Yes/no

If your request is time-sensitive, please explain why it is time sensitive and provide the date the funds are needed

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## Special Projects

Special Projects is a mechanism established by the Great Lakes Region for members to support clinical projects, research projects, or committee-related projects. Funding is available in two categories: the MUSE Fund (MUSical Instruments and supporting materials, clinical Services, Education) and the Research Fund. Each fund has a specific purpose, protocol, and eligibility requirements.

The MUSE fund is intended to support the needs of clinicians, the clinical use of music therapy within the CBMT Scope of Practice, AMTA Standards of Clinical Practice, and within the boundaries of the Professional Competencies of music therapists, and the advancement of GLR. Members of the GLR, including student members, can apply for funds to support the clinical use of music therapy including the purchase of musical instruments and supporting materials, the clinical training of the music therapist, clinical services of a music therapist, or one-time committee-related projects. The outcomes of projects supported by the MUSE fund are to be *clinical* or *professional* in nature. Data collection related to projects funded by MUSE is to be for the express purpose of enhancing the quality of music therapy service for the *client* or for advancement of the music therapy *profession* and not intended for research. Should data be collected for the purpose of presentation or publication, applicants should apply for Research funds.

Applicants are encouraged to apply for the MUSE funds to support various aspects clinical practice and professional life as a music therapist. Examples of materials, education, and services include but are not limited to the following items: drums, iPad, Orff instruments, sign language course, fees for a clinical music therapist, parachute, one-time committee travel expenses, etc. Within the application, it should be made clear how the funds would be used and how the practice of music therapy would be enhanced by the funds.

Members interested in conducting music therapy research are encouraged to apply for the Research fund. Projects that are considered to be research are those that collect various types of data for the purpose of answering a research question that may or may not directly impact a specific client. These include master's theses, dissertations, and other studies where publication or presentation is the

desired format for distributing results. All applicants proposing research involving human participants must have clearance by to an Institutional Review Board (IRB) or Human Subjects Review Board (HSRB). The GLR Executive Board will consider only those research proposals that have such a mechanism in place for protection of human participants. Research that is approved by the GLR Executive Board will receive funding only after the applicant/researcher provides written proof of IRB/HSRB approval.

Research funding can be used to cover expenses related to research including but not limited to the following areas: travel costs, materials, testing measures, computer time, analysis support, instruments, clinical services for another music therapist, etc. Stipends for the primary researcher are not the purpose of this fund, but will be considered in conjunction with other expenses and funding sources.

Applications for either fund are due to the President Elect 30 days before the conference (GLR or AMTA) during which they will be considered. One project can be funded at the annual AMTA Conference, and one project may be funded at the GLR Regional Conference. If no project is funded at the AMTA Conference, then, two projects may be funded at the GLR regional conference. Each project, regardless of the type, that is approved by the Executive Committee will be funded at an amount up to \$1,500.

### **SUBMISSION PROCESS:**

1. Complete Special Projects Fund Application (*on the next page*) and use it as a guide in creating your proposal.
2. **Submit completed cover letter with your full proposal.** Submit to the GLR President-Elect at least 30 days before a GLR or AMTA conference.
3. **Submit a *separate document* for blind review.** In this copy, please do NOT include the cover letter. Also, please remove any identifying information (name of music therapists, facility name, city, etc.) from the proposal. Submit to the GLR President Elect at least 30 days before a GLR or AMTA conference. This is the copy that will be shared with the GLR Executive Board members; discussion and voting will take place during the GLR Executive Board meeting at the next conference (GLR or AMTA).
4. Applicants will be notified within 30 days after a GLR or AMTA conference regarding the GLR Executive Board's decision.

**DEADLINE FOR APPLICATIONS:** 30 days before GLR or AMTA conference.

**Special Projects Fund Application**

Special Projects is a mechanism by the Great Lakes Region for members to support clinical projects, research projects or committee-related projects. Funding has been used to cover some expenses related to travel costs, materials, testing measures, or computer time. Funding is typically not approved for stipends. Funding is available in two categories: the MUSE Fund (Musical Instruments and supporting materials, clinical Services, Education) and the Research Fund. Each fund has a specific purpose, protocol, and eligibility requirements. Persons interested in any type of research or conducting a project directly related to clinical practice are encouraged to apply.

*Please complete the following information and submit with your formal request for funding:*

**Name:**

**Address, City, State, Zip:**

**Phone Number:**

**Email:**

**Title of Project:**

**Which Fund Applying For:**     · MUSE Fund· Research Fund

**Name of Agency in which Project Funds will be used:**

**Please provide the details about the project on a separate page with a limit of three pages in total, including:**

- **Statement of need**
- **Detailed explanation of the project**
- **Project design**
- **Breakdown of funds request**
- **Timelines**
- **How you will share outcome information with the membership**
- **Other information that you feel supports the need for the funding request.**

**All materials must be submitted to the President-Elect within 30 days of the GLR or AMTA Conference. Questions concerning Special Projects should be directed to the President-Elect of the GLR.**

**Signature:**

**Date:**