

American Academy of Anesthesiologist Assistants Board of Directors

4th Quarter Meeting, Sunday, October 25, 2015
Manchester Grand Hyatt San Diego Hotel
San Diego, CA

Minutes

Attendance

Italics denotes participation by teleconference

Officers (Executive Committee): Megan Varellas, CAA, President, presiding; Carie Twichell, CAA, Immediate Past-President; Ty Townsend, CAA, Secretary; and Tim Goodridge, CAA, President-Elect

Directors: Gina Scarboro, CAA, Director #2; Patrick Bolger, CAA, Director #3; Mike Nichols, CAA, Director #4; Joy Rusmisell, CAA, Director #6; and Gregg Mastropolo, CAA, Director #7; William Paulsen, PhD, CAA, District #1; Robert Wagner, CAA, Director #5

Committee Chairs/Co-Chairs: Samantha Yakey Evankovich, CAA (Annual Meeting); Soren Campbell, CAA, Esq. (Legislative, Vice-Chair); David Biel, CAA (Practice); *Chris Wade, CAA (Communication); Daniel Mesaros, CAA (Annual Meeting); Joe Borup, SAA, (Student Leader); Katelyn Stahl, SAA (Student Leader);*

Executive Staff: James E. “Jet” Toney, Executive Director

Guests:

David Dunipace, CAA (Board member-elect)

Bianca Shan, CAA

Laura Knoblauch, CAA

Randi Neubeck, SAA

Matt Ciotti, CAA

Luis DeCarvachoLeao, SAA-Case Cleveland

Aaron Abromowski, SAA-Case Cleveland

Matt Blahunka, SAA-Case Cleveland

Anele Novak, CAA, Western Anesthesiology Assoc.

Nikki Block, CAA, University of Colorado Childrens

Ann-Michael Holland, CAA, UC-Denver

Sally Mitchell, CAA, Emory

Rich Bassi, CAA, South University

William Watkins, SAA, Emory University

Margaret Riffel, CAA, St. Louis KC

Erica Bamgbopa, SAA, Case DC

Adam Khalid, SAA, Case DC

Britany Thomas, SAA, Case DC

Ashley Steinbach, SAA, Case DC
 Jorjetta Ilieva, SAA, Case DC

Lauren Stainbrook, SAA, Case DC

Note: President may add or remove items from the agenda prior to convening.

| Agenda Topic (Packet Page Number in Parenthesis) | Presenter | Discussion | Action Taken | Next Steps |
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| Call to Order, Quorum and Minutes | | | | |
| 1. Call to Order | Megan Varellas | | Meeting called to order at 1:12 pm. | |
| 2. Attendance towards Quorum | Ty Townsend | | Roll taken, quorum established. | |
| 3. Acceptance of Agenda | Varellas | | Accepted. | |
| 4. Acceptance of (August 1, 2015) 3 rd QTR Board Meeting Minutes | Townsend | | Accepted. | |
| Notifications | | | | |
| 5. | | | | |
| Executive, Financial and Membership | | | | |
| 6. Financial Report <ul style="list-style-type: none"> • Legislative Fund Net Asset Balance • Balance Sheet 2015 • P&L • P&L with Prior Year | Varellas | The following changes to the proposed 2016 budget were considered and adopted by the Board: <ol style="list-style-type: none"> 1. Decrease anticipated legal fees from \$22,000 to \$10,000 2. Increase legislative representation to \$22,000 | Goodridge moved, Twichell seconded motion to accept budget with approved changes. Motion passed. | |

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| 7. Legislative Fund <ul style="list-style-type: none"> • Legislative Fund Activity Report • 2015 Legislative Fund Net Asset Balance | Varellas | Of note: 423 Legislative Fund contributors in 2015 (277 are student members) | | |
| Committee Reports | | | | |
| 8. President's Update/ Executive Committee Report | Varellas | <p>Announced that HQ staff will begin program to jointly bill state academy/AAAA dues.</p> <p>Noted MERCK and AAAA leaders met to discuss educational grant funding and investigator research funding to be announced in e-Record.</p> <p>Noted attachments to packet with request for board to view (trademark acronym) and add input (2016 calendar, strategic plan 2016).</p> <p>Noted Shane Angus attended ASA patient safety editorial board meeting on Varellas' behalf to work on ASA CME products for CAAs.</p> <p>Stated that move from state component structure to state academies will be a unifying approach. Announced that Ellen Allinger, CAA, has been recognized as an Emeritus member.</p> <p>Announced ASA HOD is set to approve AA membership.</p> <p>Recommendation #1: The EC proposes the creation of a Student Committee.</p> <p>Recommendation #2: The EC proposes a taskforce to establish the job description,</p> | <p>Townsend moved and Wagner seconded motion to create Student Committee. Motion passed.</p> <p>No motion is necessary on committee recommendations.</p> <p>On recommendation #2, the vote was 10 to 1 for passage. Mr. Nichols voted against passage.</p> | |

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| | | <p>hiring timeline and expenditures for creation of a permanent state issues director and to begin the search. The taskforce would include EC members and others as included by the EC.</p> <p>Varellas stated that a review of the failed practice and legislative initiatives demonstrates the need for hiring of a state issues director. She further stated that a finance review teleconference determined the feasibility of funding to cover the position from operating budget and not savings or investment accounts.</p> | | |
| 9. Finance Committee Report | Jamie Taff | | | |
| 10. Executive Director's Update | Toney | <p>Introduced addition of Lindsey Maxwell to Cornerstone Communications Group (headquarters) staff as public policy manager.</p> | | |
| 11. Membership | Bill Buntin | <p>Of note: 2015 membership totals 1441 with 779 fellows, 186 first-year fellows, 434 students, 37 physician affiliates and 5 Emeritus members.</p> <p>Jet Toney noted following dues schedule: 1st invoice (electronic) Nov. 30, 2015 2nd invoice (paper) Jan. 18, 2016 3rd invoice (post card) March 1, 2016 Final invoice (paper) April 1, 2016 Drop Letter, will be sent post-conference</p> | <p>Twichell moved, Scarborough seconded motion to accept membership report. Motion passed.</p> | <p>Returned mail addressees and invalid addresses are to be provided to Membership Committee for retention efforts.</p> |

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| 12. Communication | Chris Wade | Stated appreciation for help with newsletter content. Pitched strategies for consistency of content approach and timeliness. | | |
| 13. Annual Meeting | Daniel Mesaros; Samantha Evankovich (Yakey) | Stated Dr. Jeff Plagenhoef, ASA President-Elect, will present the ASA Update. | | |
| 14. Students | Joe Borup & Katlyn Stahl | Borup stated that AAAA Cup criteria will be updated to include the percent renewal of students transitioning to fellow status on completion of the 2 nd year of training. | | |
| 15. Legislative | Mike Nichols | Stated 2016 will be busy year for state licensure issues. Noted AAs contributed \$29,000 to ASA-PAC with 33 percent of AA ASA members participating. | | |
| 16. Governance Committee | Twichell | Committee recommends new Policy and Procedure approach for state academies. | As no motion is necessary on committee recommendations, the vote was 10-1 to approve the policy change. Mr. Nichols voted "Nay". | |
| 17. Practice Committee | David Biel | Chairman Biel noted payment issues in Oklahoma (payment down from 70 percent to 40 percent) and noted Wisconsin's request for emergency funds. Varellas noted practice and payment issues in seven states (NM, OK, WI, FL, TX, SC, GA) and | | |

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| | | that such opportunities point to the value of hiring a state issues director. Varellas also noted that the Practice Committee is unable to fully address all national and state practice and payment issues. | | |
| 18. Federal Affairs Sub-Committee | Rich Bassi | Townsend urged members to register opposition to the proposed VA Nursing Handbook by login to www.safevacare.org . | | |
| ASA Committees Reports | | | | |
| 19. Practice Management | Twichell | | | |
| 20. Membership | Buntin | Twichell stated she will attend the ASA Membership Committee meeting for Mr. Buntin. | | |
| 21. Future Models of Anesthesia Practice | Nichols | | | |
| 22. CACT | Ellen Allinger | Noted: Joy Rusmisell is now representing AAAA on this ASA committee. | | |
| 23. Occupational Health | Townsend | | | |
| 24. AAE & P | Gina Scarboro | | | |
| 25. Economics | Biel | | | |
| 26. Governmental Affairs | Claire Chandler | | | |
| 27. Patient Safety and Education | Bill Paulsen | | | |
| 28. Uniformed Services and Veterans' Affairs | Rich Bassi | Noted that opposition to the proposed VA Nursing Handbook is ASA's top priority. | | |
| External Liaison Reports | | | | |
| 29. AA Partnership | Varellas, Twichell | | | |

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| 30. ARC-AA | Shane Angus, Michael Patrick, Melanie Guthrie, Rich Bassi | Noted 23 standards revisions under consideration perhaps into 2017. | | |
| 31. APSF | Shane Angus | | | |
| 32. American College of Surgeons (ACS) | Ty Townsend | | | |
| 33. NCCAA | Soren Campbell, Jana McAlister | Varellas noted that the number using the NCCAA AAAA member discount is unexpectedly low, pointing to need to emphasize and promote this member benefit. Varellas also noted that Sherry Adamic, Joe Rifici, Dr. George Arndt, Dr. Stuart Jackson, Dr. Matt Norcia and Dr. Deb Rusy have exceeded their term limits. | | |
| 34. CAAHEP | Chandler | | | |
| 35. AAAPD | Scarboro | Noted the creation of a document as guide to AA education, a “how to” guide. Noted Melanie Guthrie, CAA, is now chair and Shane Angus, chair-elect. | | |
| E-vote | | | | |
| 36. E-votes conducted since last Board Meeting | Twichell | | | |
| Old Business | | | | |

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| 37. EC Recommendation on State Affairs Director | Varellas | | | |
| 38. EC Update on Student Committee | Varellas | | | |
| New Business | | | | |
| 39. 2016 AAAA Committee Chairs | Goodridge | | Unanimous consent granted to approve 2016 chairs. | |
| 40. Award recognition selections | Varellas | Dr. Randy Clark and Dr. Jim Kelly approved for Meritorious Support by a Physician and William Paulsen, CAA, PhD, for the Distinguished Service Award. | Unanimous Consent given as approval. | |
| 41. Adjourn | Varellas | | | |