

# American Academy of Anesthesiologist Assistants Board of Directors

4th Quarter Meeting, Sunday, October 23, 2016

Hyatt Regency Chicago, 151 E. Wacker St. Chicago, IL

2:00 – 5:00 pm CST

Teleconference access: 800-791-2345 Participant code: 19053

Authorized callers: BOD members, Committee Chairs, External Reps, ASA Committee Reps, State Academy Leaders

## Minutes

### Attendance

**Officers (Executive Committee):** Tim Goodridge, CAA, President, presiding; Megan Varellas, CAA, Immediate Past-President; Ty Townsend, CAA, Secretary; and Gina Scarboro, CAA, President-Elect. Not present: Jamie Taff, Treasurer.

**Directors:** Daniel Mesaros, CAA, Director #2; David Dunipace, CAA, Director #3; Joy Rusmisell, CAA, Director #6; and Gregg Mastropolo, CAA, Director #7; Nikki Block, CAA, District #1; Robert Wagner, CAA, Director #5. Not present: Mike Nichols, CAA, Director #4 (attended pre-meeting executive session)

2017 Directors and Officers: Nick Davies, President-Elect Designee; Carie Twichell, District #7 Designee

**Committee Chairs:** Samantha Yakey Evankovich, CAA, (Annual Meeting) by teleconference; Chris Wade, CAA (Communication) by teleconference; Joe Borup, SAA, (Students) by teleconference; Laura Knoblauch (Membership); Matt Ciotti, (Legislative Vice-Chair); Layne Paviol (2017 Legislative Chair); Jana McAlister (Practice); and Maggie Riffel (Legislative Fund).

### **External Representatives:**

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

### **Guests:**

CAA: Courtney Degner, Gina Phillips, David Biel; Eric Heil, A. William “Bill” Paulsen, PhD

SAA: Daniel Dozier, Nick Palella, Jeffrey Cheng, Carrie Westfall, Eric Klinedinst, Trine Vik, Andrea Emard, Giselle Lara, Domenic DeRobertis, Sabrina Cirino, Jessica Sabers, Erin Van Winkle, Steven Cox, and Alexandra Fine.

Physician Affiliate: Dr. Tommy Verdone, Quinipiac University.

<b>Agenda Topic</b> (Packet Page Number in Parenthesis)	<b>Presenter</b>	<b>Discussion</b>	<b>Action Taken</b>	<b>Next Steps</b>
<b>Call to Order, Quorum and Minutes</b>				
1. Call to Order	Tim Goodridge			
2. Attendance towards Quorum	Ty Townsend	Quorum of 10 of 12 directors and officers present.		
3. Acceptance of Agenda	Goodridge	Gina Scarboro moved, Townsend seconded motion to approve.	Motion passed.	
4. Acceptance of (August 7, 2016) 3 <sup>st</sup> QTR Board Meeting Minutes	Townsend	Gina Scarboro moved, Townsend seconded motion to approve.	Motion passed.	
<b>Notifications</b>				
5. Dates for 2017 Board Meetings	Gina Scarboro	To be determined.		Scarboro announce dates for 2017 BOD meetings.
6. Resource Center Exhibit Staffing	Goodridge	<p>President Goodridge thanked AAAA leaders staffing AAAA exhibit booth (committed as of 10/20/16):</p> <p>Megan Varellas, Shane Angus, Nick Davies, Jermaine Leclerc, Eric Heil, Daniel Mesaros David Dunipace, Llalando Austin, Rob Wagner, Joy Rusmisell, Carie Twitchell, Jenn Stever, Gregg Mastropolo, Stephanie Strauss, Melanie Guthrie, Katie Monroe, Rich Bassi, Jana McAlister, Thomas Verdone, MD, Stacy Wong, Tim Goodridge, Maggie Riffel, Gina Scarboro</p>		
<b>Executive, Financial and Membership</b>				

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7. Financial Report <ul style="list-style-type: none"> <li>• Accountant September 30 Report</li> <li>• P&amp;L</li> <li>• Balance Sheet 2016</li> <li>• P&amp;L Budget v. Actual</li> <li>• P &amp; L Budget Overview</li> <li>• P &amp; L Budget (Annual Meeting)</li> <li>• Proposed 2017 Budget</li> </ul>	Goodridge	President Goodridge noted that 2017 budget details were discussed during a BOD teleconference on the prior Sunday. Scarboro moved, Townsend seconded motion to accept financial report and the 2017 budget as presented.	Motion passed.	
8. Legislative Fund <ul style="list-style-type: none"> <li>• Legislative Fund Activity Report</li> <li>• TXAAA grant request</li> </ul>	Maggie Riffel	Note: President Goodridge relinquished the gavel to President-Elect Scarboro for the purpose of presenting a Leg Fund request for contributions by the TXAAA. LF chair Riffel summarized the LF report. Townsend moved to grant the TXAAA request for \$20,000 in LF support for a licensure advocacy. Rob Wagner offered a substitute motion to approve a \$10K LF contribution now and a \$10K LF contribution when legislation is introduced. Danny Mesaros seconded the substitute motion.	The substitute motion passed unanimously.	HQ send \$10K LF contribution to the TXAAA.
9. President's Update/ <ul style="list-style-type: none"> <li>• Executive Committee Report</li> <li>• AAP Update</li> </ul>	Goodridge	Note: Scarboro returned the gavel to President Goodridge. He announced that ASA has approved funding for an AA safety study.		
10. Emeritus Member Recommendation	Goodridge	Scarboro moved, Townsend seconded motion to award Pete Kaluszyk Emeritus Member recognition.	Motion passed unanimously.	

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11. Executive Director's Update	Jet Toney	Toney invited BOD members to ask questions about headquarters activities. In answer to a question, he noted the several improvements jointly made by Cornerstone Communications Group (CCG, management company) and the leaders of AAAA. He also solicited suggestions for upgrading content on <a href="http://www.anesthetist.org">www.anesthetist.org</a> .		
12. Membership	Laura Knoblauch	Knoblauch outlined proposed membership development activities. A discussion pointed to the advantages of an NCCAA discount for initial CDQ for AAAA members.		Megan Varellas, NCCAA Commissioner, to research discount implementation.
13. Director of State Affairs – Contract; Cornerstone Contract Renewal	Goodridge	Scarboro moved, Townsend seconded motion to amend the 2016 budget to authorize payment for attorney review of the AAAA-CCG 2017-2018 contract which includes funding for government relations services to be provided by a full-time Director of State Affairs dedicated to AA licensure and practice issues advocacy.	Motion passed unanimously.  HQ asked Knoblauch to ask Physician Affiliates to encourage AAAA membership among employed AAs.	HQ to submit draft contract to Gina Scarboro for forwarding to reviewing attorney.
<b>Committee Reports</b>				
14. Finance	Taff			
15. Communication	Chris Wade	See attached report.		
16. Annual Meeting	Samantha Evankovich (Yakey)	Noted SEE educational content will be added to the AM schedule.		
17. Student	Joe Borup	See attached report.		

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18. Legislative	Mike Nichols			
19. Governance <ul style="list-style-type: none"> <li>• Policy and Procedures Revision</li> </ul>	Varellas	Stated a November 15, 2016 deadline for submitting comments to her regarding proposed amendments to the <i>Policies and Procedures Manual</i> .		
20. Practice	Jana McAlister	See attached report.		
21. Federal Affairs	Gregg Mastropolo	With regard to the VA APRN Rule promulgation, stated that further VA action is pending the federal Office of Management and Budget's evaluation of the proposed rule.		
<b>ASA Committees Reports</b>				
22. Practice Management	Twichell			
23. Government Affairs	Goodridge			
24. AAE & P	Gina Scarboro			
25. Communications	Townsend			
26. Economics	David Biel			
27. ACT	Joy Rusmisell			
28. Uniformed Services and VA	Rich Bassi			
29. Future Models of Anesthesia Practice	Mike Nichols			
30. Global Humanitarian Outreach				
31. Large Group Practice				
32. Membership				
33. Occupational Health				
34. Patient Safety & Education				
35. Professional Diversity				
36. Quality Management & Departmental Administration				

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<b>37. External Liaison Reports</b>				
38. APSF	Shane Angus			
39. American College of Surgeons Committee on Perioperative Care	Danny Mesaros			
40. NCCAA	McAlister			
41. AAAPD	Melanie Guthrie			
42. ARC-AA	Guthrie			
<b>43. E-vote</b>				
44. E-votes conducted since last Board Meeting	Townsend	Noted BOD approved expenditure for AAAA exhibit and staffing at Indiana Society of Anesthesiologists Practice Management Conference.		
<b>45. Old Business</b>				
46.				
<b>New Business</b>				
47.				
48. Adjourn	Goodridge	Gregg Mastropolo moved, Joy Rusmisell seconded motion to adjourn.	Motion passed. Meeting adjourned at 3:31 p.m.	

Notation: Board members met at 1:15 p.m. CST in executive session prior to the open admission Board Meeting to discuss personnel matters. Items discussed in the executive session received official action during the Board Meeting through motions, seconds and voting.