Steering Committee Meeting
January 29, 2019
ACEP Headquarters
Irving, TX

Minutes

Speaker John McManus, MD, FACEP, called to order a regular meeting of the Council Steering Committee of the American College of Emergency Physicians at 8:04 am Central time on Monday, Tuesday, January 29, 2019 at the ACEP headquarters in Irving, TX.

Steering Committee members present for all or portions of the meeting were: Michael Baker, MD, FACEP; Melissa Costello, MD, FACEP; Justin Fairless, DO, FACEP; Dan Freess, MD, FACEP; Muhammad Husainy, DO, FACEP; Gary Katz, MD, FACEP, vice speaker; Gabor Kelen, MD, FACEP; Chadd Kraus, DO, FACEP; Gregg Miller, MD, FACEP; Aimee Moulin, MD, FACEP; John McManus, MD, FACEP, speaker; Matthew Rudy, MD, FACEP; Sullivan Smith, MD, FACEP (phone); Susanne Spano, MD, FACEP; Arvind Venkat, MD, FACEP; and Nathan Vafaie, MD.

Other members and guests present for all or portions of the meeting were: Stephen Anderson, MD, FACEP; Erik Blutinger, MD; L. Anthony Cirillo, MD, FACEP; J.T. Finnell, MD, FACEP; Vidor Friedman, MD, FACEP, president; Jon Mark Hirshon, MD, FACEP; William Jaquis, MD, FACEP, president-elect; Christopher Kang, MD, FACEP; Paul Kivela, MD, FACEP, immediate past president; Michael McCrea, MD, FACEP; and Mark Rosenberg, DO, FACEP, secretary-treasurer.

Staff present for all or portions of the meeting were: Nancy Calaway, CAE; Tanya Downing; Mary Ellen Fletcher, CPC, CEDC; Maude Suprenant Hancock; Robert Heard, MBA, CAE; David McKenzie, CAE; Harry Monroe; Jana Nelson; Margaret Montgomery, RN; Sonja Montgomery, CAE; Leslie Moore, JD; Layla Powers; Shari Purpura; Loren Rives, MNA; Sam Shahid, MBBS, MPH; Dean Wilkerson, JD, MBA, CAE; Julie Wassom; Carole Wollard; and Laura Wooster, MPH.

**Officer and Staff Reports**
**Speaker**

Dr. McManus welcomed everyone and discussed preparations for the meeting.

**Vice Speaker**

Dr. Katz thanked everyone for their participation and commitment to the College.

**President**

Dr. Friedman discussed ACEP's federal strategy to address out-of-network balance billing.

**President-Elect**

Dr. Jaquis reported on the work of the Governance Task Force that he chaired and the changes that have been implemented regarding the Board of Directors roles and responsibilities.

**Executive Director**

Mr. Wilkerson distributed a copy of ACEP's annual report and provided an update on several ACEP initiatives: *ACEP18*, Clinical Emergency Data Registry, the recent staff reorganization, and the upcoming BalancED wellness conference.

**Steering Committee Expectations**

Dr. McManus reminded the Steering Committee of their expectation to attend the May 5, 2019, Steering Committee meeting in Washington, DC and the entire Leadership & Advocacy Conference May 5-8. The Steering Committee will also meet at 6:00 pm on Thursday, October 24, 2019, in Denver, the evening prior to the Council meeting. Steering Committee members were also reminded that supporting NEMPAC and EMF is strongly encouraged as part of their leadership role.

**Councillor Allocation**

Dr. McManus reported that councillor allocation for 2019 is 434, which is an increase of 13 councillors than were allocated for the 2018 meeting. AL, AK, FL, IL, MN, MS, MO, NJ, NY, OH, PA and SC each gained one councillor and CA gained three councillors. CO, DC, and MD each lost one councillor and Government Services lost two councillors. The Diversity, Inclusion, & Health Equity Section and the Locum Tenens Emergency Medicine met the met the minimum requirements of 100 members by December 31, 2018, adding two new councillors for 2019. The Forensic Medicine Section had 98 members and will not have a councillor at the 2019 meeting. The other 35 sections met the minimum requirement of 100 members and will have a councillor for the 2019 Council meeting.

One councillor was also allocated for the American College of Osteopathic Emergency Physicians (ACOEP). Staff are in the process of verifying that a majority of ACOEP members are also members of ACEP.

**Growth of the Council Task Force**

Dr. McCrea reported on the work of the task force to date. One conference call has been held. The task force expects to complete their work and recommendations by the May 5 Steering Committee meeting. It was suggested that the task force develop multiple options for the Council to consider and that the options be discussed as the Town Hall meeting topic.

**ACEP Social Media**

Ms. Calaway provided an overview of ACEP's social media action team.

**Tellers, Credentials, & Elections Committee Report**

Dr. Katz, on behalf of Dr. Kessler, presented a report from the Tellers, Credentials, & Elections Committee from the 2018 Council meeting, including the results of the demographic data questions. There were 421 councillors allocated for the 2018 meeting and 420 were credentialed. It was suggested that a survey be distributed to the Council following the 2019 meeting to obtain comments about the meeting.

**2018 Council Meeting Minutes**

The Steering Committee reviewed the draft 2018 Council meeting minutes. The minutes will be provided to the 2019 Council for approval at the annual meeting.

**2018 Council Meeting**

Dr. McManus and Dr. Katz discussed various aspects of the 2018 Council meeting and requested suggestions for potential changes for the 2019 meeting. The Steering Committee recommended that the Council continue to be encouraged to discuss resolution on engagED before the annual meeting. There was consensus to maintain the Town Hall meeting as an interactive session and allow time for questions and answers. Several topics were suggested for the Town Hall meeting:

- role of physician assistants and nurse practitioners in the ED
- wellness/burnout
- physician suicide

- growth of the Council and potential changes
- scope of emergency medicine practice
- psychiatric boarding

It was suggested that the Council officers consider two concurrent Town Hall meeting discussions. The Annual Meeting Subcommittee will review the Town Hall meeting format and provide suggestions for potential topics for the 2019 meeting. The subcommittee will also review the demographic data questions and provide suggestions for the 2019 questions. The Steering Committee suggested three questions for the subcommittee to consider:

1. Does your ED function without a board certified emergency physician, or without any physician coverage?
2. What percent of your ED's visits are seen exclusively by physician assistants or nurse practitioners?
3. Has your ED or group undertaken any initiatives to increase diversity?

**Request from the American Osteopathic Board of Emergency Medicine (AOBEM)**

Dr. McManus discussed AOBEM's request to address the Council at the annual meeting. He reviewed the differences between the American Board of Emergency Medicine (ABEM) and AOBEM and why ABEM has always provided a verbal and written report. The Steering Committee considered whether to allow written reports only and no verbal reports and instead allow ABEM and AOBEM to respond to questions from the Council and the option to submit a video report. There was consensus to allow ABEM and AOBEM to provide verbal reports and submit written reports.

The Council officers were encouraged to use the timer for all verbal reports and to consider moving some of the reports to the second day while election results are being tabulated. The Annual Meeting Subcommittee will review the timing of the reports and provide their recommendation to the Steering Committee.

**Elections Process**

Dr. McManus led a discussion of the campaign and elections process, including candidate videos, candidates as award recipients, travel restrictions, broadcast communications/mass mailings, potential spending limits for campaigning, monitoring of the campaign process, and ensuring compliance with the Candidate Campaign Rules. He reminded the Steering Committee that the Council Standing Rules give the Steering Committee the authority to develop and amend the Candidate Campaign Rules. Staff provided several housekeeping changes to the Candidate Campaign Rules for consideration. There was consensus to approve the housekeeping changes.

It was moved THAT THE CANDIDATE CAMPAIGN RULES, ITEM 13.I., BE AMENDED TO DELETE THE PROHIBITION TO MASS MAILINGS. The motion was adopted.

It was moved THAT THE STEERING COMMITTEE RECONDISER THEIR DECISION TO DELETE THE PROHIBITION TO MASS MAILINGS. The motion was adopted.

It was moved THAT THE PROHIBITION TO MASS MAILINGS BE RETAINED. The motion was adopted.

It was moved THAT THE TRAVEL RESTRICTIONs FOR PRESIDEN-ELECT CANDIDATES BE REMOVED. The motion was adopted.

It was clarified that travel restrictions for Speaker, Vice Speaker, and Board of Directors will remain in effect. There was consensus to approve the amended Candidate Campaign Rules.

It was suggested that the Candidate Forum discuss innovative ways (such as a webinar, Zoom Forum, etc.) to publicize the candidates to the Council and provide a recommendation to the Steering Committee.

**Amended Resolution 11(15) Ethical Violations by Non-ACEP Members**

Ms. Moore explained the difficulty and potential legal ramifications in implementing Amended Resolution 11(15) Ethical Violations by Non-ACEP Members that was adopted by the Council and the Board of Directors. She also reviewed the draft model state legislation developed by Mr. Monroe. The model legislation requires expert witnesses to be licensed in the state in which they are providing testimony as well as maintain expertise in emergency medicine. The Board will discuss a recommendation to rescind their motion to adopt Amended Resolution 11(15), overrule the resolution, and approve the model state legislation at their January 30-31, 2019, meeting. If the recommendation is approved, the vote and position of each Board member will be reported to the Steering Committee at the May 5, 2019, meeting and will also be provided to the 2019 Council.

**Council Forum at the 2019 Leadership & Advocacy Conference (LAC)**

Dr. Katz led a discussion regarding a Council Forum Session at the 2019 LAC. The Steering Committee expressed support for holding a session that is structured to discuss current issues that may necessitate a resolution and also review the "anatomy" of a resolution. It was suggested that the session be promoted with communications about LAC and to bring resolution ideas for discussion.

**Action on Resolutions**

Reports summarizing actions taken by the Board of Directors on resolutions adopted at the 2018, 2017, and 2016 Council meetings were provided for review. The reports were assigned to the Annual Meeting Subcommittee for further review.

**Subcommittee Appointments**

Dr. McManus asked for volunteers to serve on three subcommittees. The following subcommittees were appointed:

Annual Meeting Subcommittee: Dr. Baker (Chair), Dr. Fairless, Dr. Freess, Dr. Husainy, Dr. Kelen, Dr. Miller, Dr. Moulin, Dr. Rudy, Dr. Spano, Dr. Vafaie, and Dr. Venkat.

Bylaws & Council Standing Rules Subcommittee: Dr. Kraus (Chair), Dr. Baker, Dr. Costello, Dr. Jackson, Dr. Kelen, Dr. Miller, Dr. Moulin, Dr. Rudy, Dr. Smith, Dr. Vafaie, and Dr. Venkat.

Candidate Forum Subcommittee: Dr. McManus (Chair), Dr. Costello, Dr. Fairless, Dr. Freess, Dr. Husainy, Dr. Jackson, Dr. Kraus, Dr. Rudy, Dr. Smith, and Dr. Spano.

The subcommittee objectives and deadlines will be provided by e-mail. The subcommittee reports will be discussed at the May 5, 2019, Steering Committee meeting.

**Next Meeting**

The next meeting of the Council Steering Committee is scheduled for Sunday, May 5, 2019, at the Grand Hyatt in Washington, DC.
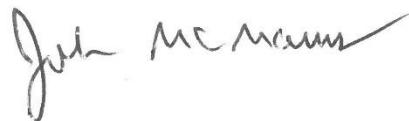
With no further business, the meeting was adjourned at 2:10 pm Central time on Tuesday, January 29, 2019.

Respectfully submitted,                                          Approved by,

Dean Wilkerson, JD, MBA, CAE                          John G. McManus, Jr., MD, FACEP
Council Secretary and Executive Director            Council Speaker and Chair