

APAHC Board Conference Call Meeting Minutes
 September 28, 2020 – 5 PM EST / 4 PM CST / 2 PM PST

Present (bolded are voting members)

<input checked="" type="checkbox"/> Zeeshan Butt	<input checked="" type="checkbox"/> Ron Brown	<input checked="" type="checkbox"/> Lauren Penwell-Waines
<input checked="" type="checkbox"/> Liz Cash	<input checked="" type="checkbox"/> Heather Bruschwein	<input type="checkbox"/> Bill Robiner
<input checked="" type="checkbox"/> Molly Clark	<input checked="" type="checkbox"/> Phil Fizur	<input checked="" type="checkbox"/> Mariella Self
<input checked="" type="checkbox"/> Donna LaPaglia	<input type="checkbox"/> RoseAnne Illes	<input checked="" type="checkbox"/> Joey Yost
<input checked="" type="checkbox"/> Laura Shaffer	<input checked="" type="checkbox"/> Leila Islam	<input checked="" type="checkbox"/> Alexander Young
<input checked="" type="checkbox"/> Amit Shahane	<input checked="" type="checkbox"/> Michael Mejia	<input checked="" type="checkbox"/> John Yozwiak
<input checked="" type="checkbox"/> Wendy Ward	<input type="checkbox"/> Teresa Pan	
<input checked="" type="checkbox"/> Amy Williams		

Call to Order and Approval of Minutes

- 1. Call to Order** **Ward**
Meeting called to order at 05:02 pm local time
- 2. Review of August 2020 minutes**..... **Ward**
Minutes approved by the board

Old Business

- 3. COVID19 and DDEI webpages** **Fizur**
- 4. Strategic Plan for each position including DEI planning**..... **Ward**
- 5. DDEI on social media and early career** **Illes/Mejia**
- 6. Budget** **Shahane**
- 7. Donations**..... **Brown**
- 8. ECPs at APAHC and CHPSC**..... **Butt**

New Business

- 9. APA IPC Advisory Workgroup** **Ward**
All divisions have received a request for a representative on four different groups – women in leadership, health equity, integrated primary care and a fourth one. This is a two-year commitment starting November 2020. APA may not reimburse individuals to travel to the advisory committee meetings if, in the future, these are held in person. An open call will be distributed.
- 10. MAL Report**..... **Clark/Bradford**
Members-at-Large have been working on a project to interview various individuals who hold leadership positions. A draft report of these interviews has been distributed to board members for review. Discussed posting this as a resource to our members on the website and publishing in Grand Rounds.

- 11. Officer's Manual Changes Cash**
 Updates were made to the Nominations procedures to better reflect the timeline for presenting the awards at the APAHC biennial meeting instead of at APA, as was historically done. Additional edits were requested by board members; these will be made and distributed for review.
- 12. Conference Self/Cash**
 Today is the abstract submission deadline; 30+ submissions received so far, and these seem congruent with the theme. Planning committee will begin to review those. Planning committees are all proceeding with their respective roles and responsibilities. Coordination and logistics decision making in collaboration with virtual host KU is also ongoing.
- 13. Webinar fees options Pan/Fizur**
 We should be able to use the same setup that D12 uses; Dr. Fizur is working with our developer to get this set up. Many other organizations are offering their webinars for free or for nominal fees, with price increases as time above one-hour increases. Webinars may attract new members and be seen as a membership benefit. CE charge rate was discussed. Some webinars may be more in-demand, such as those required for licensure. Further clarification will be requested from D12.
- 14. Late breaking..... All**
 - Website experienced some downtime due to malware discovered on the site. Discussed with site developers and determined that they will oversee this as part of the management package. Some recent network issues with downtime over this past weekend, now resolved. Audited unused plug-ins that had been installed on the site and slated these for deactivation. Dr. Fizur remains satisfied with the site developer. No new expenditures anticipated before the end of this year.
 - APAHC SIG Chairs are being scheduled to present to the board at future meetings. CFAS representatives will present at upcoming meeting as well.
 - Dr. Brown is arranging for a special issue on Diversity, Equity and Inclusion in JCPMS. He has identified a group from Ohio State for this. Dr. Barry Hong will be interviewing experienced individuals to put together information on what reviewers are looking for, and Dr. Cheryl King will be working on a manuscript about how to write a good review. Next year will be Dr. Brown's final year as editor, which he would like to serve as a transition year and overlap with a new editor. APAHC can nominate or recommend an editor, but Springer makes final decision. Dr. Brown will confirm with Springer if a call can be put out over the listserv to identify interested candidates.

Adjournment

- 15. Meeting adjournment Ward**
 Meeting adjourned at 06:03 pm local time

Future Meetings

Next Conference Call: **Monday, October 26, 5 PM EST / 4 PM CST / 2 PM PST**