

APAHC Board Conference Call Agenda

October 26, 2021 – 5 PM EST / 4 PM CST / 2 PM PST

Call-In Info: [see calendar invite for audio and video options](#)

Present (bolded are voting members)

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Zeeshan Butt | <input checked="" type="checkbox"/> Virginia Andersen | <input type="checkbox"/> Ashley Junghans-Rutelonis |
| <input checked="" type="checkbox"/> Liz Cash | <input checked="" type="checkbox"/> Ron Brown | <input checked="" type="checkbox"/> Bill Robiner |
| <input checked="" type="checkbox"/> Leila Islam | <input checked="" type="checkbox"/> Heather Bruschwein | <input checked="" type="checkbox"/> Lindsay Smart |
| <input checked="" type="checkbox"/> Donna LaPaglia | <input checked="" type="checkbox"/> Phil Fizur | <input checked="" type="checkbox"/> Joey Yost |
| <input checked="" type="checkbox"/> Laura Shaffer | <input checked="" type="checkbox"/> Sunnye Mayes | <input checked="" type="checkbox"/> Alexander Young |
| <input checked="" type="checkbox"/> Wendy Ward | <input type="checkbox"/> Michael Mejia | <input checked="" type="checkbox"/> John Yozwiak |
| <input checked="" type="checkbox"/> Amy Williams | | |
| <input checked="" type="checkbox"/> Sasha Zagoloff | | |

Call to Order and Approval of Minutes

1. **Call to Order** **Ward**
Meeting called to order at 05:04 pm local time
2. **Review of August 2021 minutes** **Ward**
Minutes approved by the board

New Business

3. **Announcements/Kudos** **Ward**
Kudos to Dr. Fizur for continued assistance to the membership committee.
4. **President-Elect** **Cash**
Dr. Cash's new position will begin Jan 2022, so an interim Secretary will need to be appointed for the remainder of Dr. Cash's term.
5. **Research on APAHC listserv** **Williams/Yozwiak**
A post request application and acceptance email are nearing a final draft and will be sent to board for review and approval. A subset of the committee will review applications. One posting per month, and only one follow-up email per project, will be allowed and posted only using the listserv. Projects will need to be IRB approved prior to posting, and post may be done by a member of the research committee. A plan for unapproved postings may also need to be considered, such as notifications to sender or to listserv if these occur, and a disclaimer added to all listserv research postings that posting has been approved. Suggestions for reducing oversight burden of these postings were also made, such

as multiple surveys distributed in digest form, as well as disclaimer that studies have not been reviewed for scientific merit.

6. **Finance Committee budget requests Zagaloff**
APAHC is hosting an upcoming webinar. Committee decision has been made to not offer an honorarium to the speaker, but will discuss development of an APAHC policy for these requests in the future. The speaker is completing the requirements for offering CEs. Dr. LaPaglia will be in touch with D12 to obtain most recent CE cost information and timeline for approval. Committee proposes that APAHC members attend for free, but non-members who attend pay \$20. A motion on this matter will be tabled until the board has additional information on cost.
7. **Day of Giving Zagaloff**
This is a nationwide campaign to encourage donations. The finance committee will be creating a button on the site to allow donations to be made and directed to appropriate fund.
8. **Conference planning 2023 Fizur/Mayes**
The committee has begun meeting and discussing logistics. Questions about location and budgeting were discussed and feedback provided to aid conference planners decisions moving forward.
9. **Half-Day Virtual Conference 2022..... Ward**
This was proposed as an off-conference-year activity for membership engagement and revenue generation for the association. A committee – separate from the biennial conference committee – will be created, quotes will be requested from vendors, and information collected will be presented to the board for approval of this pilot program. Future events may be placed under the purview of the Education Committee.

Adjournment

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

Future Meetings

Next Conference Call: **Tuesday, November 23, 5 PM EST / 4 PM CST / 2 PM PST**