

The Foundation for Osteopathic Emergency Medicine

BOARD OF TRUSTEES

Board Meeting

April 11, 2012

Scottsdale, AZ

Minutes

Members Present:

Juan Acosta, D.O., MS, FACOEP – President
William F. Lynch, Jr.
Victor Scali, D.O., FACOEP-D
Robert E. Suter, D.O., FACOEP-D, FIFEM
Sherry Turner, D.O. – Treasurer
Douglas Webster, D.O., FACOEP-D
Janice Wachtler, BA, CBA, Executive Director
Stephanie Whitmer, Director of Development

Not Present:

Peter Kaplan – Vice President

Others Present:

David Levy, D.O., FACOEP – ACOEP Board Liaison

The Board of Trustees of the Foundation for Osteopathic Emergency Medicine (FOEM) met on April 11, 2012 in Scottsdale, AZ. The meeting was called to order at 8:16 a.m. by Juan Acosta, D.O., FACOEP, President. At this time, Dr. Acosta entertained a motion to approve the Minutes for the February 14, 2012 meeting as written. A motion was made and duly seconded and the Minutes from February 14, 2012 were approved as written.

Treasurer's Report: Sherry Turner, D.O., Treasurer, reported that the Foundation officially has around \$164,000.00 (this amount was previously misreported as over \$200,000). The budget is still under review by the Treasurer, Executive Director, and Director of Development and will be officially completed by July 2012. Dr. Turner also reported that the Foundation's investments, which are now being handled by Morgan Stanley Smith Barney, have increased.

Research Committee Report: The Research Committee met on April 10, 2012. They have officially reviewed 20 Senior Research Papers via a portal that was created for this purpose. The papers are evaluated on a 1 – 45 point scale and results determine the quality of the paper and the average quality of research per Residency Program. The Research Committee also generated a document on Proposed Guidelines for Research that will serve as a resource to Program Directors, interns and residents.

FOEM Board Evaluations: The FOEM Board members completed evaluations. Although the results were generally very positive, a few members opted out of the process. Because all communication is done

through email, it is recommended that a FOEM Board Portal be created in order to disseminate information more efficiently and effectively.

2012 FOEM Case Study Poster Competition: The Case Competition officially had 53 presenters in 2012. Going forward, the Board recommended that there be fewer presenters to encourage more quality. Therefore, in 2013, the abstracts will be screened ahead of time to determine the top 20. To facilitate quality, the FOEM Competition Handbook will be amended to include samples of quality abstracts and posters so that applicants are aware of the format FOEM is looking for. It is also recommended that the judges have an electronic option available in 2013 to lessen the amount of time it takes to tally up results.

2012 FOEM Run for Research: The first annual Run for Research took place on Wednesday, April 11, 2012 at 5:30 a.m. There were 70 paying supporters, and around 50 runners that participated. With the income from advertising and the fees to run, the Foundation will make a profit of \$2,250. The FOEM Board recommended that this become an annual event, with a stronger emphasis on fundraising going forward. The Board also agreed that the fee should be raised from \$35 to \$50 in 2013.

Board Recruitment: The Board discussed the need to recruit more members. A list of names was developed and it was decided that Jan Wachtler, Executive Director, reach out to these potential members to assess their level of interest. The Board also recommended inviting a student and resident representative to sit in on all meetings.

Strategic Plan: The Board discussed the Strategic Plan that was generated from the meeting that took place on February 14, 2012. Because the final document was not received from the facilitator, Bob Harris, until just before the April meeting, an official business plan has not yet been created by Ms. Wachtler and Ms. Whitmer. The business plan will be completed by May 15, 2012. A motion was made to approve the Strategic Plan with one change – the “Research Grants and Awards Committee” be changed to the “Resource Development Committee.” The motion was seconded and approved. The Board decided that a mid-cycle review be conducted on the Strategic Plan in Spring of 2014. The next official Strategic Planning session will take place in 2015.

Student Case Competition: Although the Student Case Competition is not coordinated by FOEM, it is recommended that it be marketed along with the Foundation’s competitions in order to boost participation. Ms. Whitmer agreed to follow up on this initiative.

2012 Legacy Gala: The Board discussed the 2012 Legacy Gala that will take place on October 16, 2012 in Denver, CO at the Sheraton Downtown Denver Hotel. Currently, the event has one sponsor at the \$40,000 level – TeamHealth. Stephanie Whitmer, Director of Development, agreed to work closely with the marketing team from TeamHealth to ensure that both parties’ expectations are met. The Awards Dinner Committee (ADC) is scheduled to meet on Thursday, April 26, 2012 at the ACOEP/FOEM offices.

Research Consortium: Dr. Scali presented his work on the Research Consortium. This collection of data from hospitals across the nation would prove invaluable as an incentive to corporate sponsors as well as

to physician researchers. Although this project is undoubtedly worth pursuing, the Board sensed that execution may be difficult and that temporary help may be required.

Director of Development: The Board decided to look into hiring temporary help for the Director of Development. This person would be charged with general administrative tasks, data entry, envelope stuffing, etc. This person should start as soon as possible so that the Director of Development can stay on top of her other duties to the Foundation.

As there was no other business, the meeting was adjourned at 11:48 p.m.

Respectfully submitted,

Stephanie Whitmer
Director of Development