

**Foundation for Osteopathic Emergency Medicine
BOARD OF TRUSTEES
October 7, 2013
Hilton San Diego Bayfront
San Diego, CA**

Minutes

Members Present:

Sherry Turner, D.O., FACOEP, President
Juan Acosta, D.O., MS, Ph.D., FACOEP-D, Immediate Past President
Peter J. Kaplan, Vice President
Douglas Webster, D.O., FACOEP-D, Treasurer
William F. Lynch, Secretary
Michael Allswede, D.O.
Rudolph Bescherer, Jr., D.O., FACOEP
Steve Hollosi, D.O.
Joseph Kissinger
Victor J. Scali, D.O., FACOEP-D
Robert Suter, D.O., FACOEP-D
Janice Wachtler, BAE, CBA, Executive Director
Stephanie Whitmer, Associate Executive Director

Others Present:

David Levy, D.O., FACOEP – ACOEP Board Liaison
Judy Knoll, D.O., FACOEP – ACOEP Research Committee Chair
Amy Washington, D.O.

The meeting was called to order at 9:00 a.m. by Sherry Turner, D.O., FACOEP – President. A motion was made to accept the minutes from August 26 and September 24, 2013. The motion was seconded and approved and the minutes were accepted as written.

President's Report

Dr. Turner reported that she has been flying to Chicago monthly to work with Ms. Whitmer on Foundation activities such as marketing, updating the bylaws, and writing new policies. Personal videos were recorded for each of the sponsors thanking them for supporting FOEM. Dr. Turner also purchased ribbons for all of the FOEM sponsors to be put on their booths at convention. She has been working with Drs. Hollosi, Bescherer, Allswede, and Acosta to update the FOEM Handbook for 2014. She is also in contact with Dan Rizzo from EMA in hopes that they will sponsor some of our events.

President-Elect

Mr. Kaplan reported that he has been working diligently on the Commemorative Evening Booklet for the FOEM Gala and he has been actively looking for new sponsors.

Treasurer

Dr. Webster reported that FOEM has over \$300,000.00 in checking and investments – the most FOEM has ever had. He noted that the budget will be finalized by January and will reflect all meeting costs and revenue.

Secretary

Mr. Lynch stated that his employee, Melissa Swakow, is on site and ready to help set up the FOEM Gala. He stated that a few years ago the Foundation was at the brink of closing their doors. The last few years have shown staggering growth and viability but it is not a time for FOEM to be static. He recommended ACOEP and FOEM get involved with CSR – corporate social responsibility. He informed the board that many organizations are looking for ways to give back and that we can offer the members an opportunity at conference to do something fun outside of lecture. Suggestions were made such as Keep America Clean in Las Vegas, or Build a Bike. A motion was made to move forward with a joint ACOEP/FOEM event that promotes health and emergency medicine prevention. The motion was seconded and approved. The Event Planning Committee will report on this as progress is made.

FOEM Competitions

The board stated that the posters being projected behind the speakers at the competition is not being well received and that the format of the 2 FOEM poster competitions needs to be changed. A motion was made to have the Research Grants and Awards Committee discuss the format of the competitions and report back to the board at the next call. The motion was seconded and approved.

Legacy Gala

Ms. Whitmer reported that this will be the most successful gala to date. Ticket sales are higher than ever and the pledge cards now have a “make it monthly” option that will increase donations. She informed the board that the gala will include a live band this year as well as a raffle to any show in Las Vegas and a luggage set.

FOEM Research Network

Dr. Scali reported that the FRN is making progress but it needs to be taken to the next level next year. A motion was made to have NARAP and REDCap be sponsored as an added incentive for FRN members. The motion was seconded and approved.

Research Quality Improvement Initiative

Dr. Allwede stated that the first meeting of the RQII task force was successful. The next step is to start training the Senior Paper evaluators as research liaisons and to develop a curriculum for a Faculty Development Track. Ms. Wachtler informed the board that the motion made at the RQII to approve the

track is not official until it goes through CME and the ACOEP board, so a motion was made to write a resolution to the CME committee to endorse the Faculty Development Track starting in October of 2014. The motion was seconded and approved.

Bylaws

Ms. Wachtler reported that the updated Bylaws were not voted on in the Spring because the lawyer suggested that there be no term limit for officers. Ms. Wachtler has since amended the Bylaws removing the term limits and making the officer positions 2 year terms with a board vote on continuation of the role. A motion was made to approve the updated Bylaws. The motion was seconded and approved.

Policies

Ms. Wachtler presented the new policies to the Board. A motion was made to approve the policies with the recommendation that they be amended to align with the new Bylaws. The motion was seconded and approved.

FOEM Branding and Website

Ms. Whitmer reported that Tom Baxter, Media Technology Specialist for ACOEP, is willing to rebrand FOEM and create a new website for \$3,500.00. His services would include a branding proposal and guidelines which can be used for all FOEM marketing pieces as well as a brand new customized website. A motion was made to hire Mr. Baxter to rebrand FOEM and build a new website for \$3,500.00. The motion was seconded and approved.

Strategic Planning

The board discussed the upcoming strategic planning retreat. Rather than fly somewhere in February, the board decided to cut costs by having the strategic planning session during the ACOEP Spring Seminar in 2014. In order to do so, the meeting time will have to be extended from 2 hours to 8 hours.

As there was no other business, the meeting was adjourned at 11:32 a.m.

Respectfully submitted,

Stephanie Whitmer
Assistant Executive Director