

The Foundation for Osteopathic Emergency Medicine

**BOARD OF TRUSTEES**

Marriott Harbor Beach

Fort Lauderdale, Florida

Orlando Room

April 3, 2013

8:00 a.m. – 12:00 p.m.

**Minutes**

**Members Present:**

Juan Acosta, D.O., MS, FACOEP – President  
Peter Kaplan – Vice President  
Sherry Turner, D.O. – Treasurer  
Mike Allswede, D.O.  
Rudolph Bescherer, Jr., D.O., FACOEP  
Steve Hollosi, D.O.  
Joe Kissinger, CASE  
William F. Lynch, Jr.  
Victor Scali, D.O., FACOEP-D  
Robert E. Suter, D.O., MHA, FACOEP-D, FIFEM  
Janice Wachtler, BA, CBA, Executive Director  
Stephanie Whitmer, Assistant Executive Director

**Not Present:**

Douglas Webster, D.O., FACOEP-D

**Others Present:**

Suleman Ahmed – Student Chapter Liaison  
David Levy, D.O., FACOEP – ACOEP Board Liaison  
Aimee Washington, D.O. – Resident Chapter Liaison

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The meeting was called to order at 8:06 a.m. by Juan Acosta, D.O., MS, FACOEP - President. A motion was made to accept the minutes from February 26, 2013. The motion was duly seconded and the minutes were approved with the addition of Rudy Bescherer, Jr., D.O., FACOEP, who was left off the attendance list.

**Vice President Report**

Mr. Kaplan reported that the planning for the 2013 Legacy Gala had begun, and passed around copies of the Save the Date flyers for reference. He stated that the Foundation Board will need to have a strategic deep dive into how to secure more sponsorship revenue for this event.

**Treasurer's Report**

Dr. Turner presented the Board with the 2013 FOEM Budget (attached). She noted that items in red are particularly important to focus on. A motion was made to accept the budget as presented. The motion was seconded and the budget was approved as written.

#### Executive Director and Assistant Executive Director Report

Ms. Wachtler reported that policies are currently being drafted for the Foundation and that the Bylaws are being revised. She stated that the ACOEP voted to supply Legacy Gala tickets for all of the new fellows at the reduced rate of \$150.00 each. This means that the Foundation will receive at least \$9,900.00 from ACOEP in Legacy Gala ticket sales for the 66 Fellows in 2013. Ms. Wachtler also stated that the Salary and Benefits account will now be moved to the Management Fees account in order to eliminate any liabilities that may occur by having "Foundation" employees. Therefore, Ms. Schmidt and Ms. Whitmer are officially employees of the ACOEP that work in the Foundation Department. Ms. Wachtler also noted that she will look into less expensive insurance for the Foundation Board.

#### FOEM Research Network

Dr. Scali reported that the FRN only has 50% participation from the ACOEP Programs at this time. In order to be successful, the FRN will need 100% participation. Therefore, a motion was made to require Residency Programs to participate in the FOEM Research Network in order to participate in any of the FOEM Competitions beginning in October of 2013. The motion was seconded and approved. Dr. Scali also noted that Premier Heart, LLC will potentially send a licensure proposal to ACOEP and FOEM as early as July 2013.

#### Grants

The Board discussed the David E. Kuchinski Memorial Grant Application that was received from St. Barnabas Hospital. The Board decided to wait until July 31, 2013 to vote on the grant request in order to provide other programs with the opportunity to apply before the deadline. Ms. Whitmer agreed to follow up with the ACOEP Program Directors reminding them of FOEM's wish to celebrate its 15 Year Anniversary by giving out a grant.

#### Research Quality Improvement Initiative

To prepare the Foundation as well as the AOA-accredited residency programs for the anticipated amalgamation into the ACGME framework, the Foundation accepted the proposal of the ACOEP Research Committee to develop a Research Quality Improvement Initiative. This initiative will provide the AOA approved emergency medicine residencies to bolster their research capabilities by developing a research mentorship type program. Additionally, the Foundation agrees with the recommendations of the Research Committee to develop a task force to develop a research track to annually provide core faculty members with sufficient educational training and tools to maintain quality research in the programs, as well as seeking input from the CGME to potentially add the requirement of a core faculty research position in the standards.

#### Committees

In furthering its strategic plan, the Foundation has developed committees, listed below, to initially be manned only by Foundation Board members. Once governance and operating policies have been developed, membership will be opened to interested ACOEP members as a tool for developing future membership on the Board. The Committees are:

- Event Planning
  - William Lynch, Jr. (Chair); Peter Kaplan; Joe Kissinger; Melissa Skakow, Jan Wachtler
- Faculty Development
  - Michael Allswede, D.O. (Chair); Judith Knoll, D.O, FACOEP; Vic Scali, D.O., FACOEP-D; and Robert E. Suter, D.O., MHA, FACOEP-D, FIFEM
- Finance and Audit
  - Douglas Webster, D.O., FACOEP-D – Treasurer (Chair) and Sherry Turner, D.O.
- FOEM Research Network
  - Victor Scali, D.O., FACOEP-D (Chair); Juan Acosta, D.O.; Michael Allswede, D.O.; Megan McGrew, D.O.; and Aimee Washington, D.O.
- Foundation Viability
  - FOEM Officers
- Professional and Public Awareness
  - Peter Kaplan (Chair); Joe Kissinger; and Jan Wachtler
- Research Grants and Awards
  - Steve Hollosi, D.O. (Chair); Michael Allswede, D.O.; and Rudolph Bescherer, Jr., D.O., FACOEP
- Resource Development
  - Douglas Webster, D.O., FACOEP-D – Treasurer (Chair) and Sherry Turner, D.O.

#### Officer Elections

At its meeting in December 2012, the Executive Committee has put forth the ballot for officers in the Foundation:

- Sherry Turner, D.O., President
- Peter Kaplan, President Elect
- William F. Lynch, Jr., Secretary
- Douglas Webster, D.O., FACOEP-D, Treasurer

A motion was made to approve the ballot for officers. The motion was seconded and the ballot was approved as written.

As there was no further business, the meeting was adjourned at 11:01 a.m.

Respectfully Submitted,

Stephanie Whitmer  
Assistant Executive Director