

<p><b>Members Present:</b></p> <p>President – Dr. Pat Storms                  Vice Pres – Dr. Johann Westfall                  1<sup>st</sup> Past Pres –                  2<sup>nd</sup> Past Pres –                  3<sup>rd</sup> Past Pres –                  Secretary – Dr. Chaz Shurlow                  Treasurer -                  Constitution/Bylaws – Dr. Mark Nassir                  Membership – Dr. Dave Blocker                  Practice Standards – Dr. Charles Mathers                  Publication –                  Ethics –                  MOC – Dr. Susan Northrup                  Nominations – Dr. Russ Tontz                  BOG ('14) –                  BOG ('15) –                  BOG ('16) –                  Space Medicine –                  Website –                  AsMA Fellow –                  At Large –</p>	<p><b>Members Absent:</b></p> <p>President –                  Vice Pres –                  1st Past Pres – Dr. Dave O’Brian                  2nd Past Pres – Dr. Dan Shoor                  3rd Past Pres – Dr. Mark Mavity                  Secretary –                  Treasurer – Dr. Charles Clinton                  Constitution/Bylaws –                  Membership –                  Practice Standards –                  Publication – Dr. Mark Mavity                  Ethics – Dr. Jeff Jones                  MOC – Dr. Cheryl Lowry /                  Nominations –                  BOG ('14 (13)) – Dr. Kimberly Toone                  BOG ('15) – Dr. Brian Agee                  BOG ('16) – Navy?                  Space Medicine – Dr. Bill Tarver                  Website – Dr. Paul Young                  AsMA Fellow – Dr. Romie Richardson                  Dr. Walter Matthews</p>	<p><b>Guests:</b></p>	<p><b>Purpose:</b> The Society is a non-profit organization created to serve as a voice for and represent the professional needs of Aerospace Medicine specialists in the United States. The Society is a constituent organization of the Aerospace Medical Association (AsMA).</p> <p><b>Time Called to Order:</b> 1600 EST, 18 Oct 16</p> <p><b>Time adjourned:</b> 1636 EST, 18 Oct 16</p> <p><b>Location: Teleconference</b></p>
AGENDA TOPIC	DISCUSSIONS AND CONCLUSIONS	RECOMMENDATIONS/ACTIONS/ FOLLOW-UP	OPR
A. Standard Agenda			
1. Review of Minutes	Minutes of the 20 Sep 2016 meeting were distributed for review and comment in advance.	Minutes were reviewed and approved as written by the Board and will be posted to the ASAMS Google Drive.	Shurlow
2. Officer Reports			
a. Secretary	Need to verify committee positions, above is the first best guess	<b>Verified 96%</b>	Shurlow
b. Treasurer	No change to last month's bank account. No transactions. The membership information was updated with our current status (to include new members) from AsMA. \$13,816.81 (+2 checks un-deposited) in checking account at present.  AsMA Social \$1,000.00	Membership/finance centralization with AsMA is still in the works. Do not expect a completion of this task until after Jan meeting.	Clinton

	<p><b>CME Products</b></p> <p><b>OCT UPDATE:</b></p> <p>\$13,816.81 in the bank. + \$5 check</p>		Clinton
<b>3. Committee Reports</b>			
<p><b>a. Constitution and Bylaws</b></p>	<p>No new issues since annual membership meeting at AsMA Apr 2016.</p> <p><b>OCT UPDATE: NONE</b></p> <p>No new issues or new news</p>	INFO	Nassir
<p><b>b. Membership</b></p>	<p><b>1. Membership data update:</b></p> <ul style="list-style-type: none"> <li>- Total members in database: 365</li> <li>-- Active members (dues paid beyond 2013): 185 (51%) - Are we concerned about this?</li> <li>-- Membership category: Life - 5 (1%); Full - 298 (82%); Student/Resident - 35 (10%); Associate - 27 (7%)</li> <li>-- AsMA Fellows/Associates (pre-May 16): Fellows - 36%; Associate Fellows - 28% -- Need to follow-up with May 16 AsMA results before next meeting</li> </ul> <p><b>2. Online dues payment with AsMA Website --</b> Our membership roster is ready to synch up with AsMA once new program is ready (projected available this month -- more info next meeting)</p> <p>Continue to await change in AsMA IT contract in order to transition to joint system for membership (from Jun meeting)</p> <p><b>**UPDATE from Jeffrey Sventek**</b></p> <p>A quick update on our migration to the new membership database and plans to add Constituent memberships/renewals to our processes:</p> <ul style="list-style-type: none"> <li>- Migration is complete</li> <li>- Data quality review indicated some problems</li> <li>- Continuing to work through data quality problems and process problems</li> <li>- Expect to have most data quality and process problems corrected by end of July</li> <li>- Will report status to the AsMA Executive Committee during the August 19-20 meeting</li> </ul>	<p>INFO</p> <p>To date 5-6 members have signed up for life membership, at a cost of \$180 each. Dr. Clinton has noted that a member must be an AsMA life member in order to be considered for ASAMS life membership. Dr. Richardson noted that many AsMA life members may be reluctant to pay \$180 when they might not have 18 full years of membership in their anticipated future.</p>	Blocker

	<p>- Once new database problems are resolved and the administration is confident it is stable, will begin working to add Constituent membership processes to the database and AsMA website experience</p> <p><b>UPDATE:</b> Two Membership Updates –</p> <p>1. ASAMS Membership list including Fellows/AFG Updates - updated as of 12 Sep 16. Out of 365 ASAMS members, 187 are considered active members/ semi "current" on dues. We have 136 fellows (six added this year), and 105 associate fellows (five added).</p> <p>2. ASMA Constituent Group Dues Collections (from Jeff Sventek) - New membership database is continuing to provide concerns, still working through journal subscriptions issues and membership issues. Plan is to have all of these resolved by the time ASMA Council meets in November down in Houston, then ready to move forward with Constituent groups and collecting membership fees by 1 January 2017.</p> <p><b>OCT UPDATE:</b></p> <p>No new membership updates for this month's meeting.</p> <p>AsMA Constituent Group Dues Collections update from Jeff Sventek is current in Sep minutes -- AsMA expects new website to be available for Constituent dues collection in Jan 17.</p>		
<p><b>c. Practice Standards and Competencies (Aeromedical Risk Analysis):</b></p>	<p>Historical: previously outlined a proposed schedule for updating/revising all 84 Practice Guidelines IAW IOM CPG standards. Currently, the requirement would be 17 per year. Will have to develop a strategy for updating.</p> <p>- Dr. Shoor discussed the continued intent to provide MOC Part IV credit for those conducting the revisions/updates.</p> <p>- Dr. Storms suggested that future CPG reviews be presented at the Scientific meeting in place of the current updates in Aerospace Medicine session. At this point, he still has briefers for this meeting's update.</p>	<p>Discuss the practicality of the projected schedule and a method for accomplishing.</p> <p>Create an ABPM/ABMS acceptable CPG review which allows MOC Part IV credit. This would include a checklist, template, and review process to ensure standardization and quality of revised CPGs</p> <p>Explore possible change to ASAMS session on updates in Aerospace Medicine to coordinate with CPG reviews/updates.</p>	<p>Mathers</p>

	<p>Current Active discussion of way ahead for Aeromedical Risk Analysis products, previously termed Clinical Practice Guidelines. It is the fervent wish of the BOG that positive forward motion be made on this issue during this calendar year, and that the full breadth of ASAMS membership be engaged to develop these products. Ideally a mentor/mentee relationship between an AsMA fellow/ASAMS member and a junior ASAMS member or resident ASAMS member would provide a suitable environment for product development. The Aeromedical Risk Analysis would be prepared in anticipation of publication in the AMHP journal and presentation at AsMA as an ASAMS-sponsored panel. Preparation of an aeromedical risk analysis could provide scholarly activity opportunities for aerospace medicine residents in all current programs and could fuel MOC part IV credit for both the author and mentor participating in development.</p> <p>Dr. Storms plans to reach out to current RAM program directors to introduce the topic as a scholarly activity opportunity, and a mechanism to develop these products by non-residents will be developed and distributed on the ASAMS website.</p>	<p><b>Per Dr. Mathers - the Aeromedical Risk Assessment process with MOC Part IV is that the update conducted by the physician would serve as the first step towards fulfilling a practice improvement project. If I've interpreted MOC part IV correctly, it follows Quality Improvement methodology, namely a PDSA (Plan-Do-See-Act) cycle. For example, let's say a physician chooses to perform an aeromedical risk assessment for hypertension. Their goal might be to improve the identification and treatment of hypertension in their flight medicine clinic. Plan would involve researching current clinical and aeromedical guidelines on hypertension, Do would be completing the Aeromedical Risk Assessment for ASAMS and perhaps presenting the report to their clinical team. The See portion would involve studying the impact of this education over a 6 month period e.g. did the education improve identification and treatment of hypertension in the physician's pilot population? Finally, the Act portion would involve incorporating lessons learned into their clinical practice or formulating new questions.</b></p>	<p>Storms / Mathers</p>
<p><b>d. Maintenance of Certification (MOC)</b></p>	<p>There is a requirement to balance MOC with online offerings against the need to maintain sufficient "in-person" MOC to ensure the richness of the learning experience (and sustain AsMA meeting attendance, particularly amongst US federal government attendees). ABMS has not had an interval meeting (no update?)</p> <p>Need to establish firm revenue-sharing agreement between AsMA and ASAMS was pulled from the Report to Council.</p> <p>Dr. Matthews reported that there is a change in the MOC 4 requirements that are not reflected in the website. This is critical for the members undergoing recertification.</p>	<p>In partnership with ACOEM, ACPM, and AsMA Educ &amp; Trng Committee, develop a Position Paper for presentation to AsMA Council and ABPM in support of policy that mandates no more than a specified maximum % of MOC may be obtained via online, distance learning means.</p> <p>MOC sharing between ASAMS and AsMA – There is wide variance between what is being charged for MOC and what percentage ASAMS would collect and there is not a lot of return on our money</p> <p><b>Updated</b></p>	<p>Lowery/Northrup</p> <p>Toone</p> <p>Lowery/Northrup/ Westfall</p>

	<p><b>OCT UPDATE:</b></p> <p>Dr. Northrup clarified that performing the aeromedical risk analysis (CPG) update would count as MOC</p> <p>Readiness skills verification for Flight Surgeon will continue in Colorado – POC Dr. Doug X Files</p>	<p>INFO</p>	<p>Northrup</p>
<p><b>e. Nominations/Awards</b></p>	<p>Dr. Westphall discussed both internal nomination processes linked to ASAMS officer positions and ASAMS responsibilities to provide nomination recommendations to AsMA for AsMA positions. He will engage with Dr. Tontz prior to the next scheduled BOG meeting to address details.</p> <p>1<sup>st</sup> vote for AsMA position. Candidate needs to be submitted within 2 weeks.</p> <p><b>OCT UPDATE:</b></p> <p>On Monday AsMA opened up nominations for Vice President.</p> <p>Schedule: Monday, September 12 - Monday, October 10, 2016 = Nominations submitted for Vice President</p> <p>Friday, October 14, 2016 = Conference call (2 pm ET) to discuss Vice President nominations</p> <p>Saturday, October 15 – Friday, October 28, 2016 = Voting on Vice President nominations</p> <p>AsMA Nominating Process Kickoff – Dr Tontz drafted e-mail that was sent out the end of SEP.</p> <p>Vice President – Bill Tarver / Lowery / Jones – Dr. Tarver was confirmed as interested for the AsMA VP position. Dr. Jones is willing to be ASAMS nominee for 1 of 4 MOL positions</p> <p>15 Oct 2016</p>	<p>INFO</p> <p>Nomination candidates discussed</p>	<p>Tontz</p> <p>Westphall</p>
<p><b>f. Ethics and Professional Conduct</b></p>	<p>Ethics panel in working process</p> <p><b>OCT UPDATE:</b></p> <p>ETHICAL DILEMMAS IN AEROSPACE</p>	<p>INFO</p>	<p>Jones</p>

	MEDICINE- A PANEL DISCUSSION Abstract submitted to AsMA		
<b>g. Website</b>	<p>Dr. Young related the completed transfer of the ASAMS website onto the AsMA webpages. He listed the many subsections that had been loaded, but is looking for feedback and recommendations about links/looks of the website.</p> <p>Dr. Young was not in attendance. Dr. Richardson noted that the ASAMs website has not been updated with new officer rosters or newsletters in quite some time. This will be addressed with Dr. Young, but is likely related to the AsMA IT transition.</p> <p><b>OCT UPDATE:</b> Working the web issues with Rachel.</p>	<p>INFO</p> <p>INFO</p> <p>INFO</p>	<p>Young</p> <p>Young</p> <p>Young</p>
<b>h. Publication</b>	<p>Dr. Mavity was not available. Dr. Shoor will take over this job for the next year.</p> <p><b>OCT UPDATE:</b> None</p>	<p>INFO</p>	<p>Shoor</p>
<b>i. Space Medicine</b>	<p>Dr. Tarver was not available.</p> <p><b>OCT UPDATE:</b> None</p>		<p>Tarver</p>
<b>B. OLD BUSINESS</b>			
<b>1. Governance</b>			
<b>a. Committee Rosters</b>	<p>Obtained</p>	<p>INFO</p>	
<b>2. Service to Members</b>			
	<p>No report</p>	<p>INFO</p>	

<b>C. NEW BUSINESS</b>			
<b>1. Governance</b>			
<b>a. Installation of New Officers / Office list</b>	<p><b>OCT UPDATE:</b></p> <p>Membership list / officer list                  AFG Members-Mar 2015 / ASAM Fellows-May 2015 /                  ASAMS-Fellow-AFG Status-18 Jul 2015 / ASAMS                  Membership List of AsMA-7Apr 2015 / Copy of                  ASAMS-Fellow-AFG Status-22 Jul 2015-Version #1  <b>PROVIDED</b></p>	INFO	Blocker
<b>2. Service to Members</b>			
<b>a. ACPM Regent Restructuring</b>	Determine the desired extent (if any) to which ASAMS may wish to formally establish an interface with ACPM to ensure representation of Aerospace Medicine interests.		Shoor
<b>b. Lapel pins</b>	<p>Dr. Shoor is negotiating with company to secure the lapel pins. Style, cost, and distribution to be determined.                  Need picture, cost, etc. Custom web site 250 at \$1.75-2.50. Donations</p> <p><b>OCT UPDATE:</b> Dr. Westfall to personally purchase 250 (1.5cm) enameled ASAMS pins for AsMA conference – to be reimbursed at AsMA</p>		Westfall
<b>c. ASAMS Sponsored Social</b>	Agreed to a \$1K ASAMS social at Colorado		Richardson
<b>d. AsMA Foundation Investment</b>	Discussed donation of \$5-7K to the foundation		Westfall
<b>e. ASAMS Newsletter</b>	Re-invigorate? No discussion as this meeting; tabled until website is updated or possibly adding to Flight Lines		Westfall
<b>f. ASAMS Report to Council Nov 2016</b>	Reviewed and sent to AsMA		Storms

	<p>Dr. Chaz Shurlow, DO, MS, FACEP Secretary</p>	<p>Dr. Pat Storms, MD, MPH President</p>	
<p><b>NEXT MEETING</b></p>	<p>9 Nov 2016; 1600 EST  Call in number is: 1-888-537-7715 Participant Code is 31326794#</p>	<p>INFO:</p>	<p>ALL</p>