

**Aerospace Medical Association**

**Council Meeting**

**Minutes**

***May 13, 2012***

**Hilton Atlanta Hotel**

**Room 304/305**

**255 Courtland Street NE**

**Atlanta, GA 30303**

1. Call to Order **(Anzalone)**

The meeting was called to order at 9:02 AM

Administrative Comments were presented by the ED:

* Advanced Registration Packets were available to the council members
* The AsMA scientific program is available for Android/Smart Phones/Tablets and mobile devices – see the Android online store. The application includes a tool to submit CME data to Giselle Vargas, though it is still required to submit this data in the paper forms provided (the number of credits claimed). Instructions to use the mobile application will be provided during the Opening Ceremonies
* Breakfast and Lunch will be provided to Council members
* The hotel staff have proven to be fantastic in their support of their meeting **(INFO)**

1. Approval of Council Minutes from November 2011

The minutes of the AsMA Council assembly of November 2011 in Alexandria, VA were unanimously approved. **(CLOSED)**

1. Report of Executive Committee **(Anzalone)**

* The president reported on the success of the EXCOM meeting held in Pompano Beach, FL in February 2011.
* Focus of the discussions was 1) AsMA website development and 2) achieving 501(c)(3) status. **(INFO)**

1. Report of the Aerospace Medical Association Foundation **(Jennings)**

* The president of the Foundation thanked its membership for their efforts.
* Restated the Articles of Incorporation.
* Total funds $233 K ($134 K donations last year; $7 K donations this year). 5% is the current return.
* The Fellows award sponsored by the Foundation is $2,000 this year. 15 applicants were considered. The process involves presentation of the abstract and publication of the material in the ASEM journal.
* Hired an accountant **(INFO)**

1. **GOVERNANCE – (MERCHANT)**
   1. AsMA Headquarters Update **(Sventek)**

* Renting the 1st and 2nd floor of AsMA Headquarters. New 2nd floor tenant is the non-profit organization Empowered Women International ([www.ewint.org](http://www.ewint.org)). Said organization assists women immigrants to build business opportunities – artistic focus.
* Will need to replace outside doors (leakage problems) – may be costly to do, will provide more information as learned. **(INFO)**
  1. **GOV201103-3 Membership Survey Result – Ability for Members to Pay All Dues at One Time via AsMA Website (OPEN – Sventek)**
* Will be available once the website is in place and details have been worked out for coordinating payments to Constituent Organizations.
* Working with the Membership Committee
* Will allow payment of AsMA and Constituent dues at one time
* Timing of such payment is under discussion (January vs. May)
* Tax issues, if any, will be considered **(OPEN)**
  1. Committees
     1. Finance Report **(Ortega) – Action Plan and Report attached**
* Aim: capital preservation, not profit
* Before audit: Net profit for 2011 was positive $19,067
* Results of audit:
  + Net profit is negative $47,872 (due to unrealized losses in the investment portfolio that had not been addressed for several cycles). This is a “paper” loss - the correction does not have tax implications
  + We are now Generally Accepted Accounting Principles (GAAP) compliant
  + No significant deficiencies or material weaknesses
  + 7 non-significant issues related to processes, all the applicable corrective actions have already been implemented and the issues resolved
  + Found that AsMA owns ~272 shares of steel stock – donated by the General Reinhartz family, valued at approximately $6,000
* Ortega and Headquarters Office were congratulated **(INFO)**
  + 1. **GOV201003-4 Apply for 501(c)(3) IRS Status (Sventek)**

* The application has been approved early, likely because of its clarity – it was well organized and complete (~160 pages) and its presentation was of high quality. Kudos were offered to the ED, who thanked EXCOM and Council for their support.
* Non-profit status is retroactive to the date of application, 26 August 2011.
* AsMA dues are now donations to a charitable organization and therefore deductible, though partially so, as the journal is a tangible asset. This option would not be available to Lifetime members (as they purchased their membership prior to attaining 501(c)(3) status)
* AsMA can now take charitable donations.
* Another benefit to members: tax deductions relative to activities related to AsMA, such as attending meetings of Council and Executive Committee.
* Note that AsMA was 501(c)(3) from 1950 to 1970. Became (c)(6) then until now.
* Will seek to add AsMA to charitable donation listings such as the Combined Federal Campaign (CFC). This will require examination of their requirements as there is normally a limit assigned to administrative expenses.
* Discussions ensued regarding the ability of constituent and subsidiary organizations of AsMA claiming 501(c)(3) status. The matter will be considered further, though the ED is concerned that granting such claim may introduce an unnecessary risk to the organization. It was not AsMA policy when we were (c)(6). Those Constituent Organizations that garner approval of 501(c)(3) status independent of AsMA do not introduce the risk to the Association. **(CLOSED)**
  + 1. **GOV201003-5 Arrange Audit (Ortega)**
* Next major audit is in 5 years; general audits will now be conducted annually, with the current audit results as a baseline, as planned, by the same company. **(CLOSED)**
  + 1. **GOV201202-1 Pro-rated Life Memberships (Ortega)**
* Life memberships are “money losers” for the association. These are difficult to valuate and even more difficult to track the members who take advantage of this opportunity.
* The price of the life membership would have to be very high for it to be a sound strategy for the association. The current value is $4700. Three such memberships were purchased last year. The current amortization period is 20 years, based on the current dues.
* Council decided not to pursue Pro-rated Life Memberships **(CLOSED)**
  + 1. Bylaws **(Webb) – Action Plan, Proposed Bylaws Changes and Policy & Procedures Manual attached**
       1. Standard Agenda Item: Proposed changes to AsMA Bylaws
* Changes to the Bylaws will be presented during the Business Meeting for approval by the membership.
  + - 1. Standard Agenda Item: Proposed changes to the Policies & Procedures Manual
* The manual, a living document, was approved unanimously as presented. Webb and Sventek were thanked for their efforts.
* The manual will be reviewed on a semi-annual basis.
* Webb was congratulated on his efforts by Merchant and past President Sides.
* Peggy Matarese - Some minor changes to the Bylaws are still necessary, she will send to the ED for consideration
* Merchant hopes to see no other changes to the Bylaws for the next year period – a goal
* P&P Manual was approved unanimously **(CLOSED)**
  + 1. Nominating **(Weien) – Report attached**
* The following slate, prepared by the 16-member Nominating Committee, over a 6-month period was presented for approval:
  + President Elect: James Webb
  + Vice-president: Phillip Scarpa (2nd Term)
  + Vice-president: David Gradwell
  + Members at Large (through 2015, a 3-yr term):
    - Kris Belland
    - Eugenia Bopp
    - Gabor Hardicsay
    - Walter Dalitsch
* Slate of officers will be announced at Opening Ceremonies and voted upon during the Business Luncheon **(INFO)**

1. **EDUCATION AND RESEARCH (CAMPBELL)**
   1. Editor’s Report **(Bonato) – Action Plan attached**

* The ED, Pam Day, Rachel Trigg, Deb Sventek were thanked for their support
* Journal is healthy; >135 articles are in process and have over 2 months worth of articles on reserve - May need to add pages to the journal
* Consideration is underway of an additional online Journal, but not if it jeopardizes the current publication (blue journal). Perhaps will explore the feasibility of this endeavor with a beta version
* Rejection rate is stable at 35-38%
* ESAM is considering dropping their journal and publish instead in the blue journal. This was considered very good news and was noted that the ASEM does not reject articles due to English-as-a-second-language issues. English and spelling issues can be corrected for publication.
* Need a small group to help international authors – English language
* Confirmed that the Editorial Board does include international members **(INFO)**
  1. Managing Editor’s Report **(Day) – Action Plan attached**
* Pam Day announced that we are in the top 17 journals that are downloaded from more than 16,000 titles found on the IngentaConnect website.
* Only 191 AsMA members obtain the journal online only (out of 2,252 members)
* Polls were conducted – the majority of the audience prefers the paper copy; a minority was willing to pay $50 extra for it though.
* Benefits of the Journal: 1) membership identification; one of the few ways AsMA communicates its branding and 2) a mode to avoid the volumes of e-mail
* Need to gain more interest in the online only version, likely to be the only option in 2-3 years, given current trends and the utility of its potential distribution as an “app” through mobile devices
* Considering an alternate online system for the abstract submission process. “One World Presentation Management,” a company from Canada was selected. This vendor offers a link between the audio and the slide presentation being described (\*.ppt). The request for proposal (RFP) has been published. Kudos to Pam Day from the ED and the Council
* Two supplements are under consideration for publication: 1) Exercise Countermeasures on ISS and 2) History of Brooks AFB, TX.
* Joined CLOCKSS – A tool that will preserve the journal safe and available in perpetuity.
* Will be offering e-prints as opposed to reprints (or PDF format). Disadvantage of e-prints: cannot be uploaded to the NIH database. Benefit: can control distribution (and therefore revenue) **(INFO)**
  1. Annual Meeting **(Sventek)**
     1. 83rd Annual Scientific Meeting Update **(Sventek)**
* Advanced registration is 1,252 (Alaska was 1,113). Non-U.S. registrants are 683 (61 nations) and U.S. are 569.
* 609 members, 63 residents, FAA AME 77, Students 52, non-members 291, Exhibits/Guests 154, and Staff 7 **(INFO)**
  1. Scientific Program **(Martindale for Saenger) – Report attached**
* 88 participants in the planning of the scientific program
* 552 abstracts in 2012 vs 596 abstracts in 2011
* The number of panels have decreased (285 in 2012 vs 358 in 2011)
* It was recommended checking the addendum for abstracts that were cancelled
* Kudos were expressed to Dr. Saenger and her team **(INFO)**
  + 1. **ER201103-2 Increase Number of Plenary Sessions in Annual Scientific Meeting (Sventek)**
* Armstrong Lecture was moved to Thursday AM.
* Discussions ensued regarding the need for more plenary sessions (Tuesday and Wednesday) - to emulate other medical associations’ meetings. This approach will reduce the number of scientific sessions and may require adding ½ or 1 day (Friday) to the proceedings so as not to jeopardize established constituent, committee, and affiliate meetings. Indeed, several meetings are already taking place on Friday. The issue will be discussed by EXCOM in August. **(OPEN)**
  1. Committees
     1. Aerospace Human Factors **(White) – Action Plan attached**
        1. **MS201103-1 Membership Survey Result – Need for Increased Human Performance and Life Support Focus (LSBEB/AsPS/AsHFA/IAMFSP/Human Factors Committee) & RA201103-2 Human Systems Integration Exploratory Committee (AsHFC & LCDR Foster)**
* Were not able to meet the number of panels they intended to present at AsMA
* It was difficult to connect with HSI folks via the Physiology and HF associations.
* Accomplishment: Examined the goals of both associations to identify the common threads that would facilitate integration of HSI interests.
* Still need to tie the various disciplines – urgent to find HSI a home, a challenge, given the variety of experts involved in this field. Currently, there does not seem to be a need to create a special group for HSI. Alternative 1: one of the current groups could take ownership of HSI (LSBEB, PS, HF, etc). Alternative 2: each (HF, Physiology, LSBEB, etc.) to address HSI as a regular part of their activities and goals.
* It was noted that the umbrella (higher echelon) issue is Human Performance… and that many of our journal articles are about this topic, rather than aerospace medicine alone. Addressing the HSI specialty will increase AsMA membership
* White was assigned to bring concrete ideas to the next Council meeting to resolve this issue – the Integration of HSI interests in our activities/a home for HSI **(OPEN)**
  + - 1. **ER201202-1 Resolution on Air Traffic Controllers Fatigue (Campbell/White)**
* It was found to be premature to put together a resolution on this subject. The plan is to discuss this option with others attending the AsMA conference **(OPEN)**
  + 1. Aviation Safety **(Ricaurte) – Action Plan attached**
* Thanked the committee members for their efforts
* Main activity 1: Brochure draft on Child Safety Devices on Aircraft was completed and submitted to the ATM Committee for their review. ATM committee recommended its further development to include international interests – seek IATA and ICAO input
* Main activity 2: the committee is pursuing the resolution of Helicopter Safety Issues, including crash worthiness **(INFO)**
  + 1. Education & Training **(Boudreau) – Action Plan attached**
       1. **ER201103-5 Dreyfus Developmental Model of Skill Acquisition (Campbell/Boudreau)**
* The model will be presented as a panel during AsMA proceedings **(CLOSED)**
  + - 1. **ER201202-2 ACCME Reaccreditation – (Sventek)**
* ACCME accreditation of outside courses not developed by us: some involve multiple copyright issues, a complex and time consuming process
* Meanwhile, the committee has prepared an accreditation process in the event it is needed
* Review of our current CME accreditation process will occur on 18 July 2012. This is a lengthy process similar to the 501(c)(3) effort. AsMA 2012 proceedings were selected for this review. **(OPEN)**
  + - * 1. Review/approve AsMA CME Mission Statement
* Executive Director and Chair of the Education and Training Committee led the discussion of the revised AsMA CME Mission Statement. Revised CME Mission Statement was set to the preferred ACCME format that distinctly describes the five components of: (1) Purpose, (2) Content Areas, (3) Target Audience, (4) Types of Activities, and (5) Expected Results. The Council agreed with all revisions and confirmed all components of the AsMA CME Mission Statement were accurate and being met. The revised AsMA CME Mission Statement was approved unanimously (the motion by Anzalone was seconded by Campbell).
* The CME process does address non-physician members (e.g., nurses). **(CLOSED)**
  + 1. History & Archives **(Dalitsch) – Action Plan attached**
       1. **ER201202-3 Capture of Biographical Data for Historical Purposes (Campbell for Dalitsch)**
* Bopp heads the Interviews subcommittee
* Historical movies shown at the noon hour (usually 3) are poorly attended, needed to improve this situation- thus, reduced the number to 1 and increased awareness of the event
* Proposed to post on-line: bios for various members of AsMA **(OPEN)**
  + 1. Science & Technology **(Forster for Shender) Action Plan attached**
* 123 S&T Articles published to date. Thanked the contributors and Pam Day for their support
* Georgia Tech Student Panel coordinated by Shender & Forster, scheduled for Monday afternoon. Three student participants are scheduled to present their work – focus is air traffic controllers **(INFO)**
  + - 1. **ER201202-4 Establish Speakers Bureau (Forster for Shender/Sventek)**

Underway in collaboration with the Fellows group **(OPEN)**

1. **MEMBER SERVICES (NORTHRUP)**
   1. Membership database report **(Sventek/Carter) – Report attached**

* Refer to ED’s presentation slide indicating membership numbers. There were 2,922 members in 2007 and 2,259 in 2012. The drop is due to the cleanup of the membership database (deletion of duplicate records and updating of emeritus memberships)
* Emeritus now number 112 vs 465. Many appreciated and understood the $50 annual fee
* The 3-year membership drop is the most significant and unexplained change
* Student membership is increasing
* Recommendations were offered:
  + Increase recruitment of young professionals by having an AsMA booth at various meetings, similar to the one at the AMA Specialty Showcase each June
  + Preventive Medicine and Medical Student Associations meetings also offer a good conduit to recruit members.
  + We also need to increase corporate membership. Several have called the ED asking for more information about AsMA.
  + The ED recommended the demonstration to be conducted of the tool TRAVAX (http://www.travax.nhs.uk/), offered by Shoreland. TRAVAX is an interactive website providing up-to-the-minute travel health information for health care professionals. **(INFO)**
  1. Committees
     1. Awards **(Belland) – Action Plan attached**
* The awards process was completed and results will be presented during Honors Night.
* This will be the first year the Goldenrath Award will be presented. This is the only monetary award granted by AsMA ($2,000 or a certain percentage of the interest, whichever is greater). **(INFO)**
  + 1. Membership **(Heil)**
       1. **MS201003-2 Survey Members on ACLS at Annual Meetings (Sventek)**
* Approximately 25% of the membership surveyed is interested in the course
* Needs to be considered in tandem with BLS training
* While a potentially good revenue stream, it does involve a heavy administrative burden
* It is an administrative burden that could be eased with the collaboration of AsMA member physicians and other SME/trainers on the subject
* Need to consider the various States’ requirements regarding these certifications (these are not standardized across the U.S. (one state may not approve of training conducted in another state)
* Need to also consider military and American Heart Association requirements, as possible. The process does rely on the individual’s interest and impetus in accomplishing the various requirements
* The ED and others will address the feasibility of this goal in conjunction with the Education & Research committee – will report to EXCOM in August **(OPEN – Move to E&T Cmte for Action)**
  + - 1. **MS201103-2 Develop Proposal for Two-Tier Membership Structure – Ortega/Heil)**

Difficult to pursue and found unnecessary at this time. Reasons included: would require structure and a clear definition of the various classes of membership; may reduce membership by establishing barriers and complexity; there are other implications relative to 501(c)(3) status; and does not facilitate payment of dues. **(CLOSED)**

* + 1. Corporate & Sustaining **(DeBois) – Action Plan attached**
* Need to show our appreciation to Corporate members as they continue to support numerous AsMA conference and other activities
* Revised the corporate brochure
* This group has their own Affiliate organization, and is in line with other affiliate organizations **(INFO)**
  + - 1. **MS201103-3 Develop C&S Membership Tier Structure – DeBois)**
* DeBois thanked Susan Northrup for her mentorship and tutelage
* The group will remain as a 1-tier structure for now, pending further information that is needed and expected to be obtained by August 2012 (EXCOM meeting)
* ED recommends the tier structure is considered in an aggressive manner. ED expressed concerns from several corporate entities: several constituent organizations are approaching the corporate members for support on a regular basis. AsMA may wish to have more visibility of those activities to exercise better control – minimize the complication implied by the financial burden sought. Sides supported this notion as it is not desirable to stress our corporate relationships this way. ED will add language to the P&P Manual so as to centralize the process. Care will be taken so as not to jeopardize or impede the ease of contact between the members (the relationship between corporate and affiliates/constituents). **(OPEN)**

1. **REPRESENTATION AND ADVOCACY (SCARPA)**
   1. Outreach **(Sventek)**

* ED supported several queries regarding the Jet Blue event and others related to mental health.
* ED supported several queries regarding the F-22 accident and related life support oxygen systems’ issues
* ED thanked the various SMEs who supported these efforts.
* The travel medicine publications offered at the AsMA website are being updated
* ED has been active in fomenting interest in aerospace medicine: 1) learned that an Aerospace Medicine Course is now available at George Washington University – 19 students are enrolled. 2) Scout program ongoing in tandem with AsMA – visited with representative and offered him information about our organization **(INFO)**
  1. AMA Activities **(Merchant)**
* The American College of Emergency Physicians will be visiting with the Air Transportation Committee. To coordinate resolution(s) relative to the subject of responding to in-flight medical emergencies
* Merchant also noted that there are many activities of the American Medical Association that concern aerospace medicine.
* Ortega reminds all to encourage students and RAMs to participate in activities of other medical associations by representing AsMA (e.g., preventive medicine association and others). Put these students in contact with Ortega or Merchant **(INFO)**
  1. ABPM Trustee Activities **(Northrup) – Report attached**
* Jennings is the outgoing AsMA representative to the ABPM. Ortega is the incoming representative, scheduled to commence his tenure in September 2012
* 5 Aerospace Medicine GME Programs now available. One USAF member is undergoing the Mayo Clinic fellowship **(INFO)**
  1. ACPM Regent Activities **(Anderson) – Report attached**
* Attended the Preventive Medicine conference in Orlando.
* Membership in ACPM benefit: Careverge, a Health Promotion and Disease Prevention online tool
* A session on Aerospace Medicine, coordinated by the Mayo Clinic, was part of the proceedings – very well attended, chaired by Feeks.
* Another topic was well received: medical issues in Iraq and Afghanistan.
* Focus issues are:
  + Resolution to modernize the Toxic Substances Control Act
  + AJPM is seeking an Editor – editor 1 July 2012 is the deadline
* Encouraging AsMA members to seek ACPM membership – mutual goals, specially relative to MOC (offered brochures for distribution) **(INFO)**
  1. CAMTS Board of Directors Representative Activities **(Scarpa for Steinkraus/Graf)**
* CAMTS meets quarterly, to evaluate medical transport systems.
* Graf of Lufthansa will be attending/supporting their meetings **(INFO)**
  1. Committees
     1. ATM **(Scarpa for Hudson) – Action Plan attached**
* Two panels scheduled for presentation during AsMA proceedings: Pilot Fatigue and Managing Fear of Flying
* Dr. Raymond Johnson prepared a position paper on Deep Vein Thrombosis – submitted for publication with ASEM
* Anthony Evans of ICAO prepared a Position Paper on the Management of Medical Illness. JAMA rejected, now submitted to BMJ
* Have not heard more from the Aerotoxic Association **(INFO)**
  + - 1. **RA201108-1 Update the AsMA Medical Guidelines for Airline Travel (2003) and Medical Guidelines for Airline Passengers (2002) and Useful Tips for Airline Travel (2005) (Hudson)**
* The update of the Medical Guidelines for Airline Travel for Physicians will be completed in 2012. The update for Airline Passengers is complete.
* Scarpa is heading an ad-hoc committee to consider mental health issues. Their product is yet unknown, pending developments – first meeting was held a week ago.
* Child Restraint Systems – A document has been prepared by the ASC. The Aviation Safety Committee asked the ATM Committee to review. Issues include the size of the seat and proper fit in the various aircraft configurations. **(OPEN)**
  + 1. Communications **(Dervay) – Action Plan attached**

Dr. Aero (Ask an Expert) development is underway, hope to go live in a few months.

* + - 1. **RA201103-1 Membership Survey Result – Webpage functionality, quality, and services (Communications Committee)**

Results of initial investment of $30 K - The website is scheduled to go live in August 2012 **(OPEN)**

* + - 1. **RA201103-3 AsMA Website Capital Campaign (Sventek/Dervay)**
* ED demonstrated the website in its current state
* Capabilities will include:
  + Calendar
  + Spell check
  + Sponsorship options
  + A form to announce meetings
  + Education and training opportunities and program available throughout the world
  + Question of the Day with links to journal references
  + Audio, IPhone, and other mobile tools and applications
  + Dr. Aero/Ask an Expert
  + Tracking mechanisms
  + High visibility – Search Engine results
* Ideas for the website are welcome – send to the ED
* IPad, IPhone, and other Mobile applications: continuing to seek sponsorship for these utilities- thus far successfully.
* Wireless communications: seek this capability at the hotels where we hold our meetings. It was negotiated as part of the contract agreement for the Las Vegas meeting. Soon this capability will be standard
* The ED was congratulated for bringing this utility to the association
* Now that the Association is an approved 501(c)(3) public charity, donations for the website capital campaign can be made directly to the Association. **(OPEN)**
  + 1. Resolutions **(Scarpa for DeJohn) – Action Plan attached**
       1. **RA201105-03 Electronic Forum for Reviewing Resolutions (Scarpa for DeJohn)**

The process was approved. The pertinent section of the Bylaws will change accordingly. The new process allows a 60-day comment period. It will also facilitate transparency and participation **(CLOSED)**

* + - 1. Proposed Resolutions Template Form **(Scarpa for DeJohn)**

The template to propose resolutions was improved and approved by the committee **(RA201205-01 Resolutions Template Form – OPEN)**

1. **INTERNATIONAL SERVICES (FISHER)**
   1. Committees
      1. International Activities **(Hardicsay) – Action Plan and Report attached**

* Fisher noted that nearly 1/3 of AsMA membership is composed of international members and that over ½ of the attendees to AsMA 2012 are international members
* The specific numbers of international members throughout the world were discussed.
* The need for international members to announce their meetings on the AsMA website was emphasized
* It was noted that several attendees to AsMA are not members of the organization – need to address this gap
* The audience was encouraged to attend ICASM in Australia
* The audience was encouraged to attend the international reception to be held Tuesday during which the Iberoamerican Association of Aerospace Medicine will be sponsoring the music (mariachis) in celebration of their 35 year anniversary. **(INFO)**

1. **CONSTITUENT REPORTS**
   1. Aerospace Human Factors **(Holland)**

* 250 members
  1. Aerospace Nursing Society **(Taylor for Jarrett) Action Plan attached**
* Nora Taylor is incoming president
* Working on recruiting members
* Sponsored several panels for the scientific meeting
  1. Aerospace Physiology Society **(Musashe) – Action Plan attached**
* Have applied for non-profit status
  1. Airline Medical Directors Association **(Landsman) – Action Plan attached**
* Successful meeting and scientific program was held past Saturday
* All are welcome to join the Saturday meetings
* ~165 members
* Theme of the scientific program: malaria
* Focus: status of airline medical departments – working on a resolution to address their value, which is currently poorly understood
* Incoming president is Ramon Dominguez Mompell
* President elect is Paulo Alves
  1. American Society of Aerospace Medicine Specialists **(McKeon) – Action Plan attached**
* Their focus is mentorship
* Coordinated the panel on Ethics, scheduled for AsMA proceedings
* Coordinated the RAM Bowl
* Also track faculty development opportunities
  1. International Association of Military Flight Surgeons Pilots **(Brown) – Action Plan attached**
* 90 members
* Sponsor panels every year (2 this year) in conjunction with the Society of USAF Flight Surgeons
* Enhancing their website to facilitate participation of international members
* Formulating a roster for the Speaker’s Bureau
  1. Life Sciences and Biomedical Engineering Branch **(Martindale for Tripp) – Action Plan attached**
* ~74 members
* Pay-pal account now available as a tool to facilitate payment of dues (Kudos to Debbie White for accomplishing this goal)
* Panel on spinal injury mechanisms was sponsored in conjunction with the S&T Committee
* Jennifer Law – winner of the McFarland student award
* Three other awards will be announced on Monday, during the LSBEB meeting
  1. Society of U.S. Air Force Flight Surgeons **(Robinette) – Action Plan attached**
* 244 members
* Offer an Online newsletter
* Speaker scheduled for their luncheon: T McNish
* Col. Ken Knight is the incoming president
* Thanked Kris Belland for his support
  1. Society of U.S. Naval Flight Surgeons **(Belland)**
* Financially sound; membership is strong
* Two panels coordinated for AsMA 2012
* Social will offer helicopter rides to the AsMA members ($35)
  1. Space Medicine Association **(Damann) – Action Plan attached**
* Financially well – supports several awards
* Pay-pal capability available
* Photographs and other records are available in their website
* Four panels were sponsored this year
* Reaching out to young professionals
* Jim Webb was granted the annual award for his article on history of decompression/hypobaric medicine
  1. U.S. Army Aviation Medicine Association **(McKeon for Bernstein)**
* The Army’s Operational Aeromedical Problems Meeting was intended to be held in conjunction with AsMA 2012 (Saturday). However, regulations did not allow it.
* ~ 70 members
* Requirement for membership: membership in AsMA

1. **OTHER REPORTS**
   1. Associate Fellows Group **(Annicelli)**

* ~470 members
* 56 members nominated to be Fellow – thanked the evaluators for their efforts
* Invited all to the Associate Fellows Breakfast, sponsored by Martin Baker
* Incoming Chair is Brian Musselman
* Pay-pal now used as a tool to facilitate payment of dues
* Biographical Data for Fellow candidates: the current cumbersome paper applications will soon be automated along with their scoring. The effort was championed by Col. Robert Carroll
  1. Fellows Group **(Mapes)**
* The selection process was completed successfully - 23 Fellows selected, ½ not from the U.S.
* Thanked General Anderson for his leadership
* New members of the nominating committee introduced: M. Cohen, C. Thibeault, and D. Gradwell
* The slate will be presented during the Fellows meeting scheduled to occur Monday
  1. Affiliated Organizations

ED thanked Hadley Reed, who helped him in identifying several points of contact for the affiliate organizations

* + 1. Aerospace Medical Association of Korea **(Kwon)**
    2. Aerospace Medical Association of the Philippines **(Acosta)**
    3. [Aerospace Medical Student & Resident Organization](http://www.asma.org/redirect.php?url=http://amsro.org/) **(Garbino)**
* RAM bowl a success
* Mentorship opportunities needed – to help students
* Scientific Paper Award is sponsored by ETC
* Space Medicine Track introduced at BCM
  + 1. [Alliance of Air National Guard Flight Surgeons](http://www.asma.org/redirect.php?url=http://www.aangfs.com/) **(???)**
    2. [Association of Aviation Medical Examiners, United Kingdom](http://www.asma.org/redirect.php?url=http://www.aame.co.uk/) **(???)**
    3. Association of Aviation, Space, Naval, Extreme & Environmental Medicine of Russia **(???)**
    4. Association of USAF Reserve Flight Surgeons **(Yost)**
    5. [Australasian Society of Aerospace Medicine](http://www.asma.org/redirect.php?url=http://www.asam.org.au/) **(Chaffey) – Report attached**
    6. Aviation Medical Association, Republic of China **(Chu)**
    7. [Aviation Medical Society - New Zealand](http://www.asma.org/redirect.php?url=http://www.amsanz.org.nz/) **(Powell) – Report attached**
    8. [Brazilian Aerospace Medical Society](http://www.asma.org/redirect.php?url=http://www.sbma.org.br/) **(Melhado)**
    9. [Canadian Aerospace Medicine & Aeromedical Transport Association](http://www.asma.org/redirect.php?url=http://www.camata.ca/) **(Triggs) – Report attached**
    10. [Civil Aviation Medical Association](http://www.asma.org/redirect.php?url=http://www.civilavmed.com/) **(O’Neill) – Report attached**
    11. Commission Internationale Medico-Physiologique **(McCarthy) – Report attached**
    12. [Corporate & Sustaining Member](http://www.asma.org/redirect.php?url=http://www.asma.org/membership/corp_members.php)s **(Leland) – Report attached**
* 48 members
* Contributed two panels to the AsMA Scientific Program
* Finance: doing great
* Long Range Planning Committee – stood up this year, thanks to Dr. Sides
* New website has been posted in the internet. [www.asmacsa.org](http://www.asmacsa.org)
* CSA brochure also formulated to highlight the organization’s activities
* Bylaws being reviewed and updated as necessary
* CSA started last year – guidance from Dr. Debois and Dr. Sides was appreciated
  + 1. Danish Aviation and Naval Medical Association **(Klokker) – Report attached**
    2. Dutch Society of Aviation Medicine **(Onnouw)**
    3. [European Society of Aerospace Medicine](http://www.asma.org/redirect.php?url=http://www.esam.aero) **(Vermeiren for Pongratz) – Report attached**
* An association of associations
* There are approximately 4000 AMEs in Europe, 90% of which consider this specialty their main job
* David Herbert is the incoming president
* EASA (rule making authority in Europe) current issue: the Sport Pilot
* Other issues being explored: 1) Medical Attestation vs. Medical Certification for cabin crews, 2) Harmonization of Standards, and 3) Insulin Dependent Diabetics
  + 1. Flying Physicians Association **(Henderson)**
    2. [French Aerospace Medical Association](http://www.asma.org/redirect.php?url=http://www.soframas.asso.fr) **(Saint-Laurent)**
    3. [German Society of Aviation & Space Medicine](http://www.asma.org/redirect.php?url=http://www.dglrm.de/) **(Stern) – Report attached**
* 43 members
* Several meetings held in Germany – described the activities therein
* Meeting in 2013 will be joint with Switzerland and Austrian aerospace associations
  + 1. Greek Aerospace Medical Association and Space Research **(Kourtidou-Papadeli)**
    2. Hellenic Aerospace Medical Society **(???)**
    3. Hungarian Association of Aeromedical Examiners **(Hardicsay)**
    4. [Ibero-American Association of Aerospace Medicine](http://www.asma.org/redirect.php?url=http://www.aibama.org) **(Forster)**
* Celebrating 35 years since its foundation in 1976
* 15th panel in Spanish scheduled for Wednesday of AsMA proceedings
  + 1. International Association of Aerospace Dentistry **(Forster for Dominguez-Mompell)**
* President- Ramon Dominguez Mompell
* President elect – Michael Hoddap
* Current focus: membership
  + 1. Israeli Society of Aerospace Medicine **(Faktor)**
    2. Italian Aerospace Medical Association **(Verde) – Report attached**
    3. [Japan Society of Aerospace & Environmental Medicine](http://www.asma.org/redirect.php?url=http://wwwsoc.nii.ac.jp/jsasem) **(Gomi) – Report attached**
    4. Middle Eastern Society of aerospace Medicine **(Khalil)**
    5. Norwegian Association of Aviation Medicine **(???)**
    6. Romanian Society of Aerospace Medicine **(Macri) – Report attached**
    7. SAFE Association **(Benton) – Report attached**
    8. Slovenian Aerospace Medical Association **(Holland for Kozelj)**
* Magnificent location and meeting content – recommend attending them
* Will be celebrating their 10th anniversary
* Conferences usually held in the fall
  + 1. Society of NASA Flight Surgeons **(Roden)**
    2. South African Aerospace Medical Society **(Buys)**
    3. Spanish Society of Aerospace Medicine **(???)**
    4. Swedish Aeronautical & Naval Medical Association **(Soderberg)**
    5. Undersea and Hyperbaric Medicine Society **(Bennett)**

1. **NEW BUSINESS**
   1. Maintaining Affiliated status with AsMA **(Sventek)**

“AsMA Bylaws, Article VIII, Section 1.

D. Affiliated Organizations:

(1) Each Affiliated Organization shall furnish the Executive Director with a current demographic description of its membership with its application for Affiliated status.

(2) Each Affiliated Organization shall communicate with the Association at least once per year to indicate its desire to remain an Affiliated Organization of the Association.”

The Bylaws language regarding affiliate status was discussed with the membership – emphasis was on those affiliates who do not communicate with AsMA and therefore their status as such. Need assistance in identifying POCs.

Paulo Tosco may be able to offer contact in Italy. Marian Sides offered assistance to identify South Africa contact.

Recommended to drop them as affiliates if not identified by November 2012 **(CLOSED)**

* 1. “Associate Member” status for Constituent Organizations **(Sventek)**

No, the Bylaws prohibit this type the status. **(CLOSED)**

1. **DATES OF NEXT MEETINGS**
   1. **AsMA Annual Business Meeting**

Tuesday, May 15, 2012 – 12-2 PM

Hilton Atlanta Hotel

Crystal Ballroom

100 members are needed at the Business Meeting – need this quorum

* 1. **AsMA Joint Council Meeting**

Wednesday, May 16, 2012 – 7-8:30 AM

Hilton Atlanta Hotel

Rooms 208/209/210

Need the current and incoming representatives to be present at the meeting

* 1. **AsMA Council Meeting**

Wednesday, November 14, 2012 – 9 AM–5 PM

Sheraton Suites Old Town Alexandria

801 North Saint Asaph Street

Alexandria, VA 22314

$164.00 per night + 14.5% room tax + $1.00/night Occupancy Tax

Extra person charge above two (2) persons is $20/night

Rate includes internet in guest rooms

Thursday and Friday: Scientific Program meeting, led by Martindale

**14. Other**

President Anzalone thanks all EXCOM members’ for their support

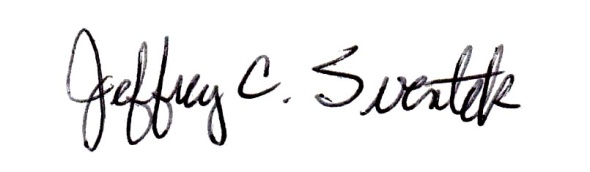
**15. ADJOURN**

The meeting was adjourned at 4:18 PM



Estrella Forster, Ph.D.

Secretary



Jeffrey C. Sventek, MS, CAsP

Executive Director

**Governance Attachments**



**Education and Research Attachments**



**Member Services Attachments**



**Representation & Advocacy Attachments**



**International Services Attachment**



**Other Reports**



**Constituent Organizations’ Reports**



**Affiliated Organizations’ Reports**

