

Minutes of the Aerospace Medical Association 84th Business Meeting

Tuesday, May 14, 2013, Sheraton Chicago Hotel & Towers, Chicago, IL



Merchant



Sventek

1. Call To Order (Merchant): Dr. Glenn Merchant, President of AsMA, called the meeting to order at 12:17 p.m. It was determined that a quorum was present.

2. Recognition of Past Presidents (Merchant): Dr. Merchant asked the AsMA past presidents in attendance to rise for recognition.

3. In Memoriam (Merchant): The President asked attendees to pause and reflect on members no longer with us.

4. Report of the President (Merchant): The President observed that this had been an interesting year. He said that this was an outstanding meeting. There was concern last year about what was happening with the membership. However, AsMA stopped losing members and started gaining. The President suggested that if members have a mobile device, they should try the AsMA2013 app. It provides useful information about sessions and maps.

5. Report of the Executive Director (Sventek): The Executive Director reported that this was an active year and quite successful. He noted that the volunteer spirit of members was what made the organization successful. He recognized the Headquarters staff and the journal's independent contractors.

AsMA has 2316 members. The Executive Director noted that attendance at this year's meeting was significantly affected by the government budget sequestration. Government and military attendance is typically about 1/3 of total attendance. As of today, registration was 1182 as compared with last year's registration at the same time of 1275. This year's attendance is a decrease of only 93 (7.3%) from last year.

The relatively small decrease in meeting attendance was influenced by decisions made in the Home Office. For example, advanced registration rates were extended through the end of April to allow government and military offices to make funding decisions. The ED worked with Walt Galanty and the Sheraton to obtain government per diem rates for military attendees. The Executive Director believes that government and military conference attendance policies will continue in the future. Consequently, he and Walt Galanty are attempting to renegotiate room rates, block sizes, and food and beverage orders for contract hotels for future scientific meetings to be more in line with attendance data collected from this meeting.

In addition, Kris Herlitz sold all but one of the 43 exhibit spaces available for this meeting. The Executive Director indicated that we appreciated the exhibitors and corporate members. Noting that the Welcome Reception was in the Exhibit Hall, because of positive comments, that tradition will continue.

The Executive Director provided a report on our financial status in 2012. While he will leave the details to the Treasurer, the Executive Director indicated that as of December 31, 2013, AsMA reported a revenue surplus of \$4,868. AsMA hired the audit firm, Gurman and Company, to complete a review of our 2012 financial statements. A financial statements review includes primarily applying analytical procedures to management's financial data and any inquiries of the organization's management. A review is substantially less in scope than an audit, the objective of which is an expression of an opinion about the financial statements as a whole. According to the final report from Gurman and Company, "Based upon our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America."

The Executive Director also thanked the accountants at The Watts Group for their accounting practices and their attention to detail on our financial statements.

6. Report of the AsMA Foundation (Anderson): Dr. Anderson indicated that he wanted to give visibility to the Foundation during the Business Meeting in addition to reporting to Council on the Foundation's business effectiveness. There are now two 501(c)3 organizations, the Association and the Association Foundation. The Board of Directors met on Sunday. They reaffirmed that the Foundation would continue to operate according to its Charter, which is focused on effective stewardship of endowment-type funding for scholarships and other activities. That is different than what AsMA will be doing. The AsMA Executive Director is working effectively with the Foundation by serving on its Board. The Foundation will bring its situation to EXCOM to reaffirm its arrangement concerning how to understand where mission separation is and how to assure they are mutually supporting each other while staying in their own lanes.

Dr. Anderson asked the members to contribute to the Foundation. With those donations, the Foundation can fund scholarships. This is good work for Aerospace Medicine. You can build a base from students and RAMs with scholarships, research, and grants over time. If members consider donating, the Board assures that Foundation will provide responsible stewardship. Presently, they have \$250,000 or more.

7. GOVERNANCE (Webb)

7.1. Committees

7.1.1. Nominating (Sides): Dr. Sides indicated that the nomination process began last September. The Nominating Committee went through 4 cycles of nominations, discussions, and voting during 4 conference calls. She then read the names of those being nominated for elected office. Dr. Sides thanked the Nominating Committee members for their service.

MOTION Presented and Approved: to accept all nominations for elected office.

7.1.1.1. Bylaws (Laub): Vote to approve changes to the AsMA Bylaws as published in the February 2013 ASEM, page 173

MOTION Presented and Approved: to add the editor of Aviation, Space, and Environmental Medicine as an ex officio member of Council (without a vote).

The next bylaws changes involved changing the way the committees are put together.

MOTION Presented and Approved: to remove from the bylaws the requirement for committees to develop an action plan and move it to the Policies and Procedures manual.

MOTION Presented and Approved: to change the name of the Aviation Safety Committee to the Aerospace Safety Committee and changing the paragraph in the bylaws to effect that change. In addition, the requirement for the committee to initiate studies would be removed.

The previous vote followed some discussion about why the requirement for the committee to initiate studies had been removed. The response was that the Association doesn't have the money to pay for committees to conduct studies. After subsequent discussion about that issue, a suggestion was made to address the issues through 2 separate votes. However, the Parliamentarian indicated that because the amendments had been made available in advance of the meeting, no change could be made to the motion at the time of the meeting.

MOTION Presented and Approved: to clarify that the Chair of the Finance Committee appoints committee members.

MOTION Presented and Approved: to convert three ad hoc committees (Arrangements, Registration, and Scientific Program) into Standing committees.

7.1.2. Finance (Ortega): The Chair of the Finance Committee demonstrated how financial losses had been reduced from 2009 (\$341,568) to 2010 (\$134,108) to 2011 (\$47,872). Over the past few years, the Finance Committee tightened up the procedures and processes concerning how money moves in and out. A full and complete audit was completed that gave the blessing on the 2011 books. The examination of the financial records indicates that the 2012 situation is looking good and is tightening up. In 2012, we had better revenues than expenses. Deferred revenue is now producing positive income. In 2012, \$20,196 was taken in, producing a positive income flow. Changes have been made to the way we account for income. This year, we included deferred revenue and depreciation. So the \$40,000 we had in the black, when compared with \$34,000 in unrealized gains, left us about \$5000 in the black. While we are currently in the black, this meeting raises a black cloud over potentials for this year. With the bylaws change, we can now appoint a more formal and regular Finance Committee.

Dr. Webb thanked the committee chairs. The Executive Director then reminded the President Elect that he had 48 hours left.

8. REPRESENTATION AND ADVOCACY (Scarpa)

8.1. Committees

8.1.1 *Resolutions (DeJohn)*: Dr. DeJohn presented a flowchart showing the revised Resolutions process. The same process is used to submit a resolution – any individual member, member of special or standing committee or ExComm can submit a resolution. Resolutions are submitted using the form in the Members Only section of the AsMA web site. The form helps format a proposed resolution. The draft resolution is still reviewed by the Resolutions Committee, which formats it and, if necessary, obtains expert opinions on the draft resolution. The resolution is then sent to Council. Council either sends it back to the Resolutions Committee for revision or approves the resolution.

The resolution, when approved by Council, is posted on the AsMA web site. The membership will be notified that the proposed resolution will be posted on the web site for 60 days. Member comments can be made electronically, by mail, or in person and will be provided to the Home Office. After 60 days, the comments will be sent to the Resolutions Committee for incorporation. The Resolutions Committee will provide a revised version of the Resolution (incorporating comments, to the extent possible) to be posted on the AsMA web site (for information only). At the same time, the revised version will be sent back to Council. Council can send it back to the Resolutions Committee. When a vote occurs, a 2/3 majority of Council must approve the resolution in order for it to pass.

Dr. Scarpa mentioned that this revised process for developing resolutions was created 2 years ago and was updated last year. The previous process was more complicated, which resulted in some resolutions becoming moot before they were passed. This process streamlined the passage of resolutions, gave authority for passing or failing to Council, and divorced it from the annual meeting. However, the new process has been dormant for a year. It hasn't yet been tested. It can be tweaked, if necessary.

8.1.2 *Air Transport Medicine (Hudson)*: Dr. Hudson acknowledged the hard work of the members of the ATM Committee and indicated that they had been extremely busy. Thirty-two members attended the ATM Committee meeting yesterday. AsMA members may be aware of the continued high profile among politicians and the press about Cabin Air Quality issues. The problem is that, while the scientific evidence suggests that it is not really a problem, other people think differently who are unprepared to listen to the scientific evidence. The Committee is continuing to keep a close watch on this by reviewing the research that is being done and will continue to monitor the situation as best they can.

Last year there was some criticism of the way inflight medical incidents had been handled on flights, particularly in the US. As a result of this, the committee produced a paper to be placed on the AsMA web site that gives information to any doctor who is going to help on an aircraft to deal with a sick passenger. Putting it on the web site will allow people to see it but will also allow updating it from year to year. They also hope to publish it in the Blue Journal. Dr. Hudson thanked Dr. Claude Thibeault for his sterling work on this issue.

The publication of the paper on Deep Vein Thrombosis (DVT) in airline travel has been delayed due to copyright issues. The issues have been resolved and they hope the paper will be published shortly. A different article was published in JAMA suggesting that Deep Vein Thrombosis (DVT) was caused by traveling in an airplane. The ATM committee was extremely upset and protested vigorously to the editors of JAMA. The article should have said that DVT was associated with prolonged immobility no matter how the immobility was caused. The editors put in a correction.

The ATM committee wrote a paper last year on the decline of airline medical departments. It was referred to AMDA but there has been no response.

Another major task for the committee was to update 2 documents on the web site. One is "Useful Tips for Airline Passengers" and the other is "Medical Guidelines for Airline Travel for Medical Professionals." The first part was completed with the assistance of Dr. Paulo Alves and Air Force Residents. ExComm approved it with minor amendments and it will be placed on the web site. It is useful for any passenger traveling who wants to get advice about health issues and travel.

The second part is much more difficult. The committee is updating the "Medical Guidelines for Airline Travel for Medical Professionals" chapter by chapter. They have already completed quite a few chapters that will be put on the web site. Others will be updated when they can complete the work. They are making good progress.

The committee also reviewed the document from the Aviation Safety Committee about child restraint systems. They approved and returned it to the Aviation Safety Committee.

ExComm last year created a working group to look at the issue of

mental health and pilots. They consider the result to be an excellent report. The ATM Committee agrees with the working group that, during routine medical exams, more emphasis should be placed on mental health issues rather than a formal psychiatric screening process.

ATM is sponsoring 4 panels at this year's meeting. Yesterday there was a panel on Drug and Alcohol Testing; this morning was a panel on Aging Pilots; this afternoon there will be a panel on Fear of Flying, and tomorrow there will be a panel on the contentious topic of Medical Examination of Cabin Crew on a Routine Basis. The committee is considering the following panels for next year's meeting: Insulin-Dependent Diabetes in Class I pilots, Infectious Diseases with Focus on Viruses, and Risk-Based Decision Making and the Relevance of the 1% Rule.

The ATM committee discussed DoT and FAA proposed regulations on Occupational Safety and Health standards. They reviewed the document and gave comments back to ExComm. They thought that the proposed regulations should apply not only to cabin crew but also to flight deck. They also thought that OSHA and FAA should establish a coalition group to review operations and address issues that are unclear or overlap. They also recommended a new regulation recommending that an expert aeromedical opinion be sought when drafting these types of regulations.

Dr. Hudson has been chair of the ATM Committee for 3 years. They will change chairs after the meeting in San Diego. Dr. Paulo Alves has agreed to take over as chair of the Committee.

8.1.3 *Communications (Dervay)*: Dr. Dervay described the history of the modernization of the AsMA web site, which debuted in September of 2012. He indicated that they hoped to continue improving the web site, to support CME, podcasts, webexes, and dues collection for Constituent and Affiliate organizations.

But change comes with cost. Dr. Dervay announced that Council, on Sunday, approved a Capital Campaign for the improvement of the AsMA web site. ExCOM members each donated \$300. The Society of U.S. Naval Flight Surgeons donated \$2,000. Donations can be commemorated on an "Honor Wall." This will result in an excellent tangible product that is the face of the organization.

Dr. Scarpa thanked his Committee Chairs.

9. EDUCATION AND RESEARCH (Campbell)

9.1. Committees

9.1.1 *Aerospace Human Factors (White)*: No report was provided.

9.1.2 *Aviation Safety, now Aerospace Safety (Ricaurte)*: Dr. Ricaurte was unable to attend. Besides the name change, the main thing was that the committee produced a paper on Child Restraint in Airline Travel. They coordinated the paper with the ATM Committee. It was then approved by Council and will be put on the AsMA web site. It will take about 2 months to appear on the web site. It was a well-done paper. Everyone was pleased with it.

9.1.3 *Education and Training (Boudreau)*: Dr. Boudreau indicated that the Education and Training Committee will focus on Continuing Education, dealing with both U.S. members' need and also the large international contingent. The Committee wants to expand CE offerings. They want to see how they can serve everyone in the organization and they want to make it easy for international members to take training credits back to their own countries. International members are providing information on what their training requirements are. Please contact Dr. Boudreau during the meeting if you have any information.

Part of Continuing Education is an accreditation and regulation component, which is made more challenging because the rules and regulations change frequently. Dr. Boudreau said the committee has put a great deal of energy into accreditation and thanked the Home Office staff, who put together voluminous packets containing information about what we do to move through the accreditation process. As part of that, everyone has been good about signing conflict of interest statements and including nondisclosure slides in their presentations. They will be revising forms to meet the regulations. The committee will not only survey people about what they learned during the meeting, they will also ask after the conference about what they took back to their practice. The driver for this is the educational mission and the educational process. Your patience is appreciated.

As part of the expansion of Continuing Education, with restrictions in government/ military travel, new methods for providing CE have to be considered. They plan to administer a survey in the fall to figure out what the membership needs in the way of CE, what members can afford, and what will they pay for. They will use the information to balance the educational mission with a solid business model. Dr. Boudreau acknowledged the efforts of the committee members. This has been a huge effort and the committee has been very responsive.

Dr. Campbell recognized that CME has become more complicated each year.

9.1.4. *History and Archives (Dalitsch)*: The Committee met this morning (I guess you might say it's now history.) It was very productive and enjoyable meeting. Everyone who gets involved in the History and Archives meeting really has a passion for our history. The overarching theme of the meeting this morning was our goal over the next year to energize an interest in the history of Aviation Medicine and the history of our Society. They want to work with the Home Office, with the new web presence, to expand the history section. Perhaps they can get some chronologies on there so that people can go back and not only look at chronologies of aviation medicine and safety, but also the involvement of the different branches and NASA. Dr. Dalitsch talked with the ED and the Journal editor about introducing history articles about some of the problems we've solved over the years, such as hypoxia, G-forces, etc.

The Committee conducted a reenactment yesterday of the annual scientific meeting that happened 75 years ago. Tomorrow will be a session on the Amelia Earhart/Fred Noonan flight covering topics from human factors that may have been involved in that flight and others like the search and rescue mission, the largest ever mounted for a single aircraft. On Thursday, one historical movie will be shown this year at lunch time on Thursday. Dr. Jennings contributes movies from his private collection for this activity.

9.1.5. *Science and Technology (Fraser)*: Dr. Fraser is not here. One of the projects he has taken on is an effort to have a Speaker's Bureau. He's still working out the process. You will hear more about this in the next year. One thing we will need is cooperation to initiate the process and be part of the Speaker's Bureau.

The Executive Director thanked Dr. Campbell for his hard work on the Executive Committee and Council this past year.

10. MEMBER SERVICES (Fisher)

10.1. Committees

10.1.1. *Awards (Belland)*: The Awards Dinner will be tomorrow night. They have winners for all the awards. Members of the Awards Committee exchanged information through emails, phone calls, and Drop Box, a good idea that came from Jeff Sventek. Drop Box worked well to pass information without sending multiple emails. More people voted than during the past 4 years. So there was a clear consensus of the organization on award winners. Cheryl Lowry will take over as Chair of the Awards Committee next year.

Dr. Fisher mentioned that tickets were still available for the Awards Dinner. He then said that conferences like this and other activities are not possible without the help from Corporate and Sustaining members.

10.1.2. *Corporate and Sustaining (DeBois)*: Corporate membership is strong and diverse. CSA (Corporate and Sustaining Affiliate) has supported the annual luncheon with a guest speaker on Affordable Health Care. The gavel has been passed from Dick Leland, who has done a terrific job for the past 2 years, to Leroy Gross of InoMedic Health Applications. CSA continues to engage in its history and philanthropic missions and continue to put out 2 Couriers (newsletters) per year. They established a web presence in the last year, and engaged new corporates in leadership positions.

As the committee that supports them, the Corporate and Sustaining Membership Committee are engaged in activities that promote and augment the number of corporate members and enhance their experience with the Association. They have developed new technologies and support systems to help CSMC members become volunteer solicitors. They have an exhibitors program that is young and healthy. Dr. Peggy Matarese is the subcommittee chair. Member benefits consultations go on at the meeting and throughout the year. Chris Borchardt will step up to take that on this year as subcommittee chair.

CSMC helps CSA sponsor programming during the scientific meeting. They had 3 panels this year sponsored at the meeting and a

Saturday workshop. They continued to review materials that CSA uses for solicitation. They are being asked to consider corporate member access of funding support from the organization. They are promoting continuity for the next stage of the CSMC. Dr. Peter Lee was installed as Deputy Chair this year.

Dr. DeBois thanked every member. She said this was the hardest working group she had ever seen. She thanked Dr. Fisher, the Home Office Staff, and the Executive Director. She noted that there's nothing CSMC can do without the cooperation of the Home Office.

Dr. Fisher mentioned that the work of Member Services is done by the Membership Committee.

10.1.3. *Membership (Heil)*: Dr. Heil noted that the ED already mentioned a gain of 34 members from last year. There was an increase of 22 Emeritus members this year as the category was instituted in 2011. This year there was an increase of 13 residents and 19 student members. Life members, technicians, and complimentary staff memberships remained stable. Three-year memberships decreased by 56 but that loss was partially compensated for by an increase of 35 in 1 year memberships.

Part of the increase may be that Gloria and the Home Office are sending out support packets that include AsMA brochures, business cards, examples of paper applications, and some blue journals. They are sending them to training sites for professionals. Thank you to people on the receiving end of those packets. Please approach all of your students and trainees.

Four Constituent organizations, ASAMS, IAMFSP, the Aerospace Physiology Society, and the Society of US Flight Surgeons, plus the Associate Fellows agreed to use the AsMA web site on a voluntary basis to collect their dues. They will work on establishing the functionality over the next year.

Dr. Heil will turn over the committee to Lance Annicelli next year.

Dr. Fisher encouraged those who attended the Business Meeting to contact others who are not members and give them a Blue Journal. To keep the organization alive, we need to invite people who are not members to join us next year in San Diego.

11. INTERNATIONAL SERVICES (Gradwell)

The International group at this meeting has been conspicuous because it has been so large. When the President asked the group to stand up yesterday morning, it clearly demonstrated what a significant proportion of the overall membership of the organization that was attending were international members. The International reception will be held this evening.

11.1. Committees

11.1.1. *International Activities (Hardicsay)*: With respect to the International Activities Committee, Dr. Hardicsay has chaired it for the last few years but was not able to attend this year. The Committee met this morning and the Chair that was just voted in, Tracy Smart, was there.

The Committee is active. They tried to set out a new schedule of activities to draw on board an even greater proportion of members from outside the U.S. The Committee believes there is a significant role to be played by the International medical community in developing a Continuing Education process that encompasses all members. Dr. Gradwell encouraged members from all nations represented here to use AsMA and the Blue Journal as one of the vehicles in their Continuing Education.

12. **Unfinished and New Business: None.**

13. **Adjourn: The meeting adjourned at 1:25 PM**

Respectfully submitted,

Jeffrey C. Sventek, M.S., CAsP, Executive Director
Carol Manning, Ph.D., Incoming Secretary

Scientific Program Committee

The following members were inadvertently omitted from the list of Scientific Program Committee members published in the April issue, p. 447:

Denise Baisden, Troy Faaborg, Rich Folga, Carla Hackworth, Alan Hargens, Susan Northrup, Ed Powers, Jane Risdall, Annette Sobel, Julia Sundstrom, and Lloyd Tripp.

2013-14 Committee Chairs

Aerospace Human Factors Committee--Brian Musselman; **Air Transport Medicine Committee**--Martin Hudson, M.B., B.S.; **Aerospace Safety Committee**--Eduard Ricaurte, M.D.; **Awards Committee**--Cheryl Lowry, M.D., M.P.H.; **Bylaws Committee**--James Laub, D.O.; **Communications Committee**--Joseph P. Dervay, M.D., M.P.H.; **Corporate and Sustaining Membership Committee**--Yvette Debois, M.D.; **Education and Training Committee**--Eillis Boudreau, M.D., Ph.D.; **Finance Committee**--Hernando "Joe" Ortega, M.D., M.P.H.; **History and Archives Committee**--Walter W. Dalitsch III, M.D., M.P.H.; **International Activities Committee**--Tracy Smart, B.S., D.V.M., M.B.; **Membership Committee**--Lance Annicelli, M.S., CAsP; **Nominating Committee**--Fanancy Anzalone, MD, MPH; **Resolutions Committee**--Chuck DeJohn, D.O.; **Science and Technology Committee**--Bill Fraser, M.Sc.; **Program Committee**--Daniel Weaver, M.D.; **Arrangements**--Deborah White, Ph.D.; **Registration**--Nora Taylor, R.N.