



ACEWM Board of Directors Meeting

Date: February 13, 2020

Time: 7:00-9:30 a.m. local time

Location: Hyatt Regency, Denver, CO in conjunction with CSM 2020

Topics:

1. Reminder:
 - a. Meeting every 3rd Tuesday at 8 PM EST
 - b. Agenda items to Executive Director by 2nd Tuesday of the month
2. Attendance:
 - a. Karen Gibbs, Daryl Larson, Elaine Armantrout, Dimitrios Kostopoulos, Weiqing Ge, Melissa Johnson, Karmen Weinzirl, Stephanie Woelfel, Deborah Wenland, Mohini Rawat, Michelle Jamin, Nichole Walleen
3. Approval of Minutes from Previous Meeting
 - a. Approved
4. Treasurer's Report – Rick McKibben
 - a. Membership cost will go up to \$50 (\$8,000 increase for 2020)
 - b. Investments did so well that we would like to some of the profit to a secure location such as a savings account (\$10,000) to avoid taking from the investments to avoid any crashes. The money market account is similar to a savings account. Move to March or April to discuss. Talk to Rick first.
 - c. Make a line item for March agenda
5. New Business
 - a. Congratulations – 5 minutes
 - i. This year, some things slid to the side due to focused work in specific areas, but we have a wonderful website now available, great to use as a platform for marketing. Everything we do should funnel to the website.
 - If you have items for FB, send to Nichole
 - Publications
 - Webinars
 - ii. Finished the wound management specialization obligation for the section (9 years of work), turned over to ABPTS now
 - iii. Fully transitioned from APTA to AOPT. Nichole is still learning about us, will attend forums/SIG meetings to learn how we collaborate and work together.

- iv. Nichole has dedicated Tuesday, Thursday and ½ Friday for ACEWM. She will still be available all week but know she may not get back to you until the days dedicated to ACEWM.
 - v. HMP partnership is a HUGE new benefit for members
 - vi. We have had our booth at two conferences that are NOT APTA conferences.
 - vii. We had good luck with the LCDs w/ APTA
 - viii. AIUM
- b. Investment to Savings – 5 minutes – will wait until March so Rick McKibben is here (Treasurer)
- c. Publication opportunities (electronic journal, explore Acute Care collaboration, etc.) – 30 minutes
- i. Wound Care, BPA, EDX section with Acute Care collaboration. Open for discussion.
 - ii. Dimi – would like to look at journal for clinical applications, case studies, case reports, case series, other types of research, something that is very friendly for people to read and can clinically apply the next. A journal where someone goes to the website where they want to publish and there is a video that explains how to put a study together. Journal that is clinician friendly. Published four times a year. Publishing house that would be willing to handle but if not, between us and another section we could collaborate to self-publish. Would require \$3,000 a month (\$35-40K annual). Have to hire a part time person to manage the journal + printing costs. How could we finance? – Could we do e-publications? Create an option for print at a separate cost. Would HMP be a partner?
 - Are there other smaller sections to collaborate on a journal?
 - While at CSM, we could talk to publication firms
 - MOTION: create a workgroup to investigate different avenues to received clinically friendly journal. – Dimi and Karen moved motion. Three-person workgroup. Motions passed by attendees.
 - May BOD meeting need info.
 - Dimi will take the lead to find people to work with. Will not lead the team. Dimi will announce at the Business meeting. SIG Chairs will announce at their Forums/Committee meetings.
- d. Webinars & Education – how to enhance CSM education (push to all members) – 30 minutes
- i. Stephanie created a webinar process form with APTA Learning Center.
 - ii. Form completed then sent to whomever solicited and to Nichole (for her reference). Once approved, goes to Linda with APTA who will then work with the webinar creator. Quick turnaround. 70/30 split. Members get a 10% discount through ACEWM. Payment from our budget would be paying the speaker \$100 an hour (2+ speakers split this amount).
 - iii. Form will be on the website under Education/Webinars
 - iv. Create a sign off sheet to have on hand if someone wants to do a webinar, we have a “contract”. Nichole will create and send to Stephanie and then publish.

- v. Send Nichole all meetings, conference, and speaking engagements to add to the website.
 - vi. Education Committee – Karmen – we are the group that goes through what is represented at CSM. Only three on the committee. Need representation from other groups. Ask at SIG meetings if they would be interested in being on the Education committee. Karmen will also announce at Business Meeting.
 - vii. Give free webinars at future CSM -
 - e. Strategic planning – 30 minutes
 - i. This next three-year cycle, we will do inhouse.
 - ii. Talk about ideas then come back in a few weeks to discuss findings. Where do we want a group to be? Take time over March, April, May to come up with ideas. Come back in June/July.
 - iii. For each SIG we think about what two things for the next three years are your top priorities. Come up with one thing the section wants to do. What are the big priorities for our SIGS?
 - iv. CSM 2021, go a day early to work on Strategic Plan.
 - v. Discuss in SIG meetings at CSM 2020 to see what members feel should be top priorities.
 - vi. Deadline – half way before CSM 2021, have a good plan and start to finalize
 - vii. Telling people what we do. To the profession, society.
 - viii. Remove from the niche that we are in. Awareness, short video on the website. We have so much more to offer. Start with the students.
 - f. Succession planning – 5 minutes
 - i.
 - g. New Ideas – 25 minutes
6. Old Business
- a. SIG communication – 20 minutes

7. Planning Calendar:

Mar 1	<ul style="list-style-type: none"> • Continue SAWC Spring PACS pdf brochure on website for March • WMSIG & ED - 1st quarter social media post (ACEWM & WMSIG Facebook posts) for SAWC
Mar 2	<ul style="list-style-type: none"> • Ensure all CSM sponsor logos appear on website and sent to Teresa for upcoming newsletters <ul style="list-style-type: none"> ○ ED and Teresa to establish timelines for running logos (website & newsletters) ○ “Thank you” emails sent to sponsors & to Teresa for March newsletter: <ul style="list-style-type: none"> ▪ SIG Chairs - SIG-specific sponsors ▪ President – general sponsors

	<ul style="list-style-type: none"> ▪ SPC – preconference sponsors ▪ Membership Chair – booth staffers • ED, VP, & President to coordinate training & assign mentors for incoming officers/leaders • President – send conflict of interest forms to new BOD members
Mar 11	<ul style="list-style-type: none"> • BOD agenda items due to ED at nichole_acewm@orthopt.org
Mar 15	<ul style="list-style-type: none"> • Newsletter items due to Teresa at tbachmanpt@gmail.com. <ul style="list-style-type: none"> ○ Research Cmte Chair to submit call for CSM 2021 poster & platform submissions
Mar 16	<ul style="list-style-type: none"> • WMSIG & ED – deadline to send eblast for SAWC Spring – material supplied by HMP
Mar 17	<ul style="list-style-type: none"> • BOD meeting via Zoom, 8:00 p.m.
Mar 29-31	<ul style="list-style-type: none"> • APTA Federal Advocacy Forum, Washington, DC

Discussion items:

- Possibility of a Blog from Dimi, will follow up at March BOD meeting
- Added new Co-Chair position to the Membership Cmte – Vicki Buchanan, current chair agreed to this addition
- Reviewed upcoming/vacant appointed leadership positions – will follow up at March BOD meeting
- Unanimous agreement to add all ACEWM members to each of the SIG GoogleGroups (except SSIG) and ask to unenroll if they want out. All forums started by end of February.
- EDXSIG chair gave brief overview of topics from Wednesday’s component leaders meeting. Her notes will be attached to the March BOD agenda for further discussion.

Sponsorship

- Add table to sponsorship form for sponsors to have a table at certain meetings (Business meeting)