

## **CVCSCCM BOD Minutes**

Meeting date: 5/14/20

Meeting Call to Order @ 16:34

Roll Call: Carrie Griffiths, Todd Borchers, Audis Bethea, Kwame Boateng, Kristie Hertel, Lesly Jurado, Amy Alger, Bryan Collier, Sameer Kamath, Andy Miller, Ben Moses

### **Treasurer updates**

1. Chapter account balance over \$60,000
2. RFF (request for funds form) approved
  - a. approved RFF may be used for:
    - i. Individual seeking funding
    - ii. Committee chair to petition the Chapter for additional funds; any petition for funds in excess of approved budget allocation will require BOD approval via vote
3. 2020 budget
  - a. Outreach committee used \$6000; Chapter reimbursed for funds that were used in excess of budgeted allocation
4. 2020-2021 budget updated per committee chair requests
  - a. Education committee funding was not amended due to the changes in this year's symposium
  - b. Excess funds available should the need arise
5. 2020-2021 budget approved

### **Chapter Alliance**

1. Chapter report submitted on March 31<sup>st</sup>
  - a. Submission is for the calendar year; achievements thus far in 2020 have not been submitted

### **Committees Updates**

#### Communication

1. Update on Twitter JC
  - a. Twitter journal club week of 5/4/20 on remdesivir study; continues to be well attended w/ 10 plus participants
    - i. Noted that there was good discussion following presentation

#### Membership

1. No updates at this time

## Education

### Symposium

1. Symposium moved to online format
2. Pharmacology portion will be pre-recorded sessions able to be accessed @ viewers leisure
3. Symposium will be a live broadcast
4. Registration
  - a. 2-step registration process; Eventbrite registration and then additional registration in order to receive the webinar link to Zoom and conference materials
5. Abstract submission
  - a. Top 5 will be platform and additional will be posters
  - b. Posters available via website approx. one week prior to symposium and then have Q/A session during the symposium
  - c. Presentations sent to Carrie to be uploaded to website in pdf form
  - d. Judges needed for the poster and platform presentation sessions; will need 4 for each
6. Symposium scholarships
  - a. Presentations sent to Carrie to be uploaded to website in pdf form
7. Pneumonia presentation initially cancelled, but now may be an opportunity to schedule in September as an online education opportunity

### Research

1. Developing a RFF for research related activities

### Nominations

1. Paul McCarthy-West Virginia practitioner (WVU); discussion concerning BOD vs membership vote; discussion to accept submission and present to the membership
  - a. Kwame will notify Paul with further communication from Carrie
2. Carrie voted to continue presidency for a second term

### Outreach

1. No updates

## **Discovery in Critical Care Medicine**

### Diversity, Advancement, Recognition, Empowerment (D.A.R.E.)

1. Diversity
  - a. Interprofessional collaboration education
  - b. FCCS/PFCCS
  - c. Stop-the-Bleed Campaign
2. Advancement
  - a. Communication
  - b. Membership Engagement
  - c. Research
  - d. Chapter Website– [www.cvcscm.org](http://www.cvcscm.org)
3. Recognition
  - a. Chapter and National Awards
4. Empowerment
  - a. Mentorship Program

### Bylaws

1. Motion to add verbiage concerning option for virtual attendance of meetings in the event one is not able to attend in person; verbiage amended and document updated accordingly
2. Updated bylaws approved
3. Approved version will be posted by Carrie on the website

### Business Meeting and Symposium

1. BOD will not occur at Symposium this year
  - a. Discussion concerning the need to have another BOD meeting in June or wait until July
    - i. Plan for July meeting for BOD unless identified that a meeting needs to be held in June.
2. Poll proposed to see what membership would like to review at meeting
  - a. Discussion to include in a question asking membership about interest in additional educational offerings from the Chapter outside of current twitter journal club and symposium offerings
  - b. Suggestion to add question to the membership to see if they are interested in a support discussion/opportunity during the COVID pandemic
3. Question posed: How do we proceed as a chapter during/after the pandemic?
  - a. Floor opened for suggestions/discussions concerning how the Chapter should proceed (if with anything) with respect to the COVID pandemic
  - b. Additional discussion concerning how the pandemic has personally impacted folks on the BOD call
  - c. Proposal to develop a group/opportunity for members to join virtual meetings to discuss
  - d. Proposal also made to have some type of potential relief opportunity for folks who are interested in participating in the symposium, but cannot financially afford it; Carrie to reach out to Sonia to discuss the feasibility