

CVCSCCM Board of Directors Meeting Minutes

Meeting date: 7/18/19

Meeting Call to Order: 16:35

Rolling call:	Carrie Griffiths	Todd Borchers	Kristie Hertel
	Audis Bethea	Kwame Boateng	Bryan Collier
	Lesly Jurado	Sameer Kamath	Andrew Miller
	Ankit Sakhuja		

Minutes: Approved

Treasurer updates

1. A few outstanding checks remain
2. Appears chapter has broken even or perhaps made a profit
3. Items for follow up
 - a. Kristi to communicate amounts with Sonia, Carrie, Audis

Chapter Alliance

1. meeting (conference call) on 7/16; topics covered
 - a. Continuing education event where each chapter will take a month and provide an hour CE via internet/webinar (sponsored/supported by SCCM)
 - i. Chapter alliance polling for chapter interest and then perhaps representatives on committee from each chapter
 - ii. Items for follow up
 1. More information to come pending confirmation of interest
 - b. Chapter Challenge Fund Raiser
 - i. Fund raising for FCCS course scholarships;
 - ii. 20% of funds raised comes back to the chapter
 1. Awards available for each chapter and individuals as well based on volume of raised funds
 2. This activity should complement what the chapter is already doing through the outreach committee
 3. Donations can be made to the chapter at large or the individual chapter member and donations will be made through donation portal.
 4. Individual members can set up their own donation page within the Chapter's page that is maintained in the portal
 5. This SCCM sponsored fund raising will not preclude additional fund-raising efforts by the chapter or the outreach committee; suggestion to send out a Doodle poll to determine the dates that the chapter will target

iii. Items for follow up

1. Chapter will need to choose days that will be targeted for fund raising; - Details concerning transferring of funds to the chapter have not been provided
2. Determine if industry or companies be solicited for donations?

Committee Updates

1. Communication committee

- a. Journal clubs on quarterly basis
 - i. Second journal club on 7/17 with 8-9 participants
 - ii. Question raised concerning 8PM target time with suggestion to schedule one for 4 or 5PM

2. Membership committee

- a. In need of a liaison for this committee
- b. Over 300 members; now working to maintain efforts to send new members welcome packets

3. Education/Symposium

- a. 2020 Symposium in Ashville, NC
 - i. Starting hotel search for housing (location of symposium already determined)
 - ii. Budget discussed - Sonia to reach out to treasurer for budget guidance
 - iii. Honorariums discussed as well as topics for pharmacology and symposium components
 - iv. Key note speaker to be determined
 - v. Evaluations from 2019 Symposium reviewed
 - vi. Breakout sessions were well received
 - vii. Discussion concerning pharmacy residents presenting vs. only board-certified practitioners
 - viii. Considering adding a networking session potentially targeting the night before

4. Nomination(s)

- a. No updates

5. Research

- a. Committee transitioning to new leadership (George Kasotakis)
- b. Manuscript for Burnout study submitted for review
- c. Abstract for outreach endeavor submitted to World Congress of Intensive Care
- d. Stewardship of the Withdrawal of Alcohol – phase 2 ongoing
- e. Need to develop formal process for requesting, evaluating and rewarding financial support for research endeavors
- f. Questions/interest expressed in developing ability to engage in pediatric research within the region/chapter

6. Outreach

- a. Second Rwanda trip planned
 - i. Engage with vendors that support symposium for outreach funding
 - ii. Evaluate grants that the chapters outreach activities may qualify

- iii. Entertaining opportunities to provide ATLS and Stop The Bleed training during next outreach trip
 - 1. Little penetrating trauma so may have limited yield
 - iv. # of instructors needed identified
 - v. Potential for additional support and participation for conference that will be held after formal FCCS courses provided by chapter – SCCM connect access
- 7. Mentorship
 - a. Email sent out to chapter concerning members who have interest in submitting application for FCCM
 - b. Sonia, Kristi, Brian and Kwame are being inducted/accepted applications

Discovery in Critical Care Medicine

Diversity

Advancement

- 1. Membership engagement
 - a. Would like to entertain suggestions/recommendations for mechanisms through which we can facilitate growing the chapter

Recognition

Empowerment

Leadership Retreat

- 1. November date
 - a. Doodle poll to be sent to determine the best date (will be a Friday)
 - b. Should committee chairs be invited to participate in the retreat?
 - i. Several suggestions to have committee chairs invited to leadership retreat
 - ii. Thoughts that it may also encourage increasing participation to perhaps join BOD

Other Matters/Closing Remarks – Audis has accepted a position outside of the region and accordingly will be transitioning out of the chapter; the timeline for this transition has not yet been determined; guidance is being sought through national.