**Minutes to the BOD teleconference**

**August 1, 2019 5-7 PM EDT**

In attendance – Drs. Egger, Dunlop, McMurphy, Love, Bauquier, Grimm, Ebner, Kushner

**Administrative Business:**

1. Approve the agenda- Dr. Love motioned to accept , Dr. Egger seconded – all in favor

2. Approve minutes to July teleconference: Dr. Grimm motioned to accept; Dr. Egger seconded all were in favor

Brief discussions while waiting for a quorum:

 a. Concerning NAVAS; there will be a NAVAS meeting at IVECCS-, plan to discuss nominations for open positions; possible changes in Bylaws.

 b. Is the MOC ‘proposal’ document final? Need to work on a MOC committee

**Old Business**

1. Website update – Dr. Kushner said PHOS is working on the diplomate and resident portals and may be able to demonstrate what they have done so far after next week

2. Bylaws revision update - concerning exam and repeated attempts – probably will effect new residents beginning in 2020 or first exam takers in 2020?

3. IVECCS Meeting update – Dr. Kushner- things are moving along

 a. we are getting good number of sponsors with help from the annual meeting CMTE; b. and we will put out a spreadsheet on google drive to ask people to sign up if they will attend the business meeting that will know how to plan the amount of space and food

**New Business**

1. Clara Rigotti, DECVAA was invited to call in to describe her “Short Answer Training Program “ that she has devised to help candidates prepare for the ECVAA certifying examination

 a. Based upon a training program for medical anesthesia residents/candidates in Liverpool that has been a successful program - Candidates are given instructions on how to implement the ‘Mersey Method’ that is used in the exercise

 i. not to read all Q first but look at first Q- and spend 5 min writing ideas on scrap paper one Q at a time (‘brainstorming “ )– then focus on answering each Q in a logical and concise way

 b. The exercise is not really to improve the knowledge but to help candidates understand what the question is asking and then to appropriately answer what is being asked. Helps to test their ability to prioritize and summarize clearly and succinctly.

 c. It is a 5 month course; 5 groups with 5 candidates/group. 1 tudor /group

 i. Each month –given a topic from a variety of topics to choose their Q; they begin by formulating their own question and then they write their own answer

 ii. Candidate answers the other 4 Qs - ( 15 min/Q=1 hr - done on their own time)

 iii. Each candidate receives others’ answers to their own Qs to grade, then their grading is sent to tudors

 iv. The tudor team reviews and provides feedback = 1 cycle

 v. 1 cycle-26 days- and 5 cycles = 6 months and candidates must be committed

 d. BOD discussion –is there a committee who implements this? Is there a cost?

 i.- Nominal cost goes to charity; not a cmte – but volunteers, who get points towards accreditation

 ii. Who enrolls? In final year before exam, those in 2nd yr can join if there is room; they can repeat it;

 iii. Builds confidence – possibly improves pass rate,–they are setting up a study a to evaluate this

 iii. The volunteers are intended to be recent ( 5 yrs) diplomates who seem more motivated and willing to help

 e. Dr. Rigotti will send us the documents that describe the process

2. NAVAS/ACVAA Memorandum of Understanding for future scientific meeting – Dr. Grimm emailed the document to the BOD at the end of July.

 a. This is a proposal to NAVAS concerning future arrangement and division of lectures at IVECCS between NAVAS and ACVAA

 b. Dr. Pascoe, education committee, has been responsible for the planning of scheduled lectures; who will be most responsible may change over the next 3 years however.

 c. The memorandum should go to Dr. Pascoe for his input, comments. \* (see addendum)

3. Other discussion - it was decided that the September BOD teleconference will be Sept 12, after ACVAA/IVECCS \*\*

4. Other -- Re-instate active status to Dr. Maria Bellei; Acknowledge emeritus status to Dr. Pauline Wong

Dr. Ebner motioned to adjourn; Dr. Beauquier seconded; all in favor; meeting adjourned 6:59 PM EDT

Respectfully submitted:

Lynne Kushner

ACVAA Executive Secretary

Addendum:

\*The Memorandum was sent to Dr. Pascoe; - he made several corrections and comments

\*\* there was no BOD teleconference on Sept 12th-