**Minutes to the BOD teleconference**

**July 11, 2019 5-7 PM EDT**

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

Dr. Kushner encountered technical problems accessing the platform to open the meeting and had to call GAN for assistance; GAN opened the meeting . Dr. Kushner joined the meeting at around 5 :20 PM.

At this time, there was discussion of the date and time for next week’s cutscore meeting with Prometric.

There was a comment that we may need someone to replace or assist Dr. Hawley for managing the Simply Voting platform since he has agreed to run for a position on the BOD and did not want there to be any appearance of a conflict of interest.

**Administrative Business**

1. Approve agenda- Dr. Bauquier motioned and Dr. Fischer seconded- all in favor

2. Approve the minutes to the June 6th teleconference – Dr. O motioned, Dr. McMurphy seconded – all were in favor

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**Old Business**

1. Website update- Dr. Kushner said that PHOS is continuing to work on the resident and diplomate portals.

2. MOC review – Dr. Bauquier had sent the BOD his revision of the ‘Proposal” that was written in 2014 and described some changes he had made:

a. Section A – increased # points /yr from 5 to 6- with a maximum of 50 pts/10 yrs. Also, he provided a table that describes the number of points according to FTE worked in private/academic practice or industry and describes points earned according to number of days/week worked

b. Section C- publications – 30/pts/10 yr but added- to specify one must be first or co-author

c. Section E-college work- reduced points from 1 to 0.5pt/ exam question submitted

d. A new section of ‘scenarios’ was added which provides examples of how points can be reached according to different types of employment.

e. Question proposed if one can reach 100 pts w/o attending a meeting; answer, no, and comment about the cost of attending many IVECCS meetings

f. Question- how much and what kind of continuous knowledge is mandated to maintain certification and what happens if one fails to achieve?

i. ABVS has not provided the Specialty Organizations any real guidelines – it is left up to the SOs \* ( see addendum)

g. Discussions – ways to remedy failures; some suggestions:– ; take a MCQ exam that reflects recent years of VAA to keep with current literature; To facilitate exam preparation it was suggested that journal authors submit questions from a manuscript they may submit for publication

h. A MOC committee was formed in the past (2012-14) ; but we need a current one – Bylaws requires a BOD member as ex officio of the CMTE

i. Dr. Bauquier is nominated for that role

ii. We need a MOC CMTE P&P - try to submit to BOD by January

3. Update appointment of NAVAS representative for replacement for Dr. Kruse-Elliot

a. There are 2 nominees – Drs. Bartel and Arcaro who have submitted letters of intent.

b. BOD will review and vote via e-mail

c. With 2 good applicants we should encourage the person not selected to contact NAVAS to volunteer for a leadership role on a committee or run for one of the open officer or director positions.

d. BOD will vote via email \*\* ( addendum)

4. Feedback on Bylaws change re: repeated attempts at certifying examination – Dr. Love could not attend the conference

a. Dr. Kushner placed the new language that Dr. Love provided on the website on June 28th—there have been few if any comments from the membership \*\*\* ( see addendum)

5. IVECCS /NAVAS meeting update -Dr. Grimm – there will be a NAVAS general business mtg. Monday September 9th at 7 AM

a. Discussion of the NAVAS’s role with ACVAA/IVECCS – seems to still be some questions about the roles of both organizations in the next few years. Dr. Grimm volunteered to put into writing a memorandum of understanding outlining those roles through 2021 and share it with the ACVAA and NAVAS BOD for suggestions, concerns and approval so there will be a written record of the role each organization should plan for.

**New Business**

1.Nominations for President’s award for Meritorious Service to ACVAA

a. There have been 2 nominees- Drs. Heath and Soma- Dr. Kushner said this needs to be decided ASAP – so arrangements can be finalized

a. Why not award both?

b. The BOD will vote via email \*\*\*\*

2. Added discussion – Simply Voting and website CMTE activities - Dr. Grimm has nominated Dr. Hawley to replace him as at -large director

a. Dr Hawley expressed his concern of a possible conflict of interest since he has been managing the Simply Voting platform; he also may wish not to continue the Simply Voting work in the future

i. There would be no conflict in preparation of the voting; Dr Kushner said that she could extract the results but not set up the voting

b. Other item to discuss - clear plan of duties for the existing or future website committee

Respectfully submitted July 28,2019

Lynne Kushner

ACVAA Executive Secretary

**Addendum and Secretary notes**

\*Per Dr. Mama The ABVS looks to the National Committee for Certifying Agencies as the gold standard <https://www.credentialingexcellence.org/ncca>

\*\* BOD vote was close but Dr. Bartel received more votes

\*\*\*Bylaws language concerning repeat efforts to pass certifying exam; – Dr. Mama noticed that the “appeal for special consideration” – must be edited to clearly state that the appeal does not go the BOD.

It has been re worded ; see the end of this document - The final proposed language change must be available to the membership at least 30days prior to the annual meeting

\*\*\*\*It was decided to give the award to both Dr. Soma and Dr. Heath. Dr. Kushner contacted them and both were very pleased and both will attend. Due to this the extra award and because the Gaylord is sold out a Dr. Kushner made a reservation at the Hampton Inn which is across the street from the Gaylord.

-The awards committee chose Dr. Doherty as the recipient of the Career Achievement Award.

-Dr. Wong has requested emeritus status. Since she meets all requirements, Dr. Kushner has acknowledged her request.

Black is original language; red is edited in June and has been on the website for membership to review; *italic is most recent revision July 24,(Love)*

**Bylaws Article 1**

**Section 3 B**

B. Examinations shall cover all phases of veterinary anesthesiology, including the basic sciences and clinical application. After approval of ~~his/her~~ their credentials which must occur within 3 years of completion of residency,~~a~~ candidates ~~is~~ are entitled to three (3) attempts to pass the examination. This is hereafter referred to as a 3-exam cycle. It is preferred that the 3-exam cycle be completed within three calendar years. The 3-exam cycle begins on the date an applicant first sits for the examination. An additional three-exam cycle~~s~~ must be initiated by re-application demonstrating continued involvement in the practice and study of veterinary anesthesiology~~.~~ and a study/training plan with an ACVAA mentor approved by the ACVAA*~~.~~* credentials Committee with input from the Exam Committee.

If the candidate is not successful within 6 exam attempts (up to 9 years post-residency to include years of deferral ) ~~2 3-exam cycles,~~ ~~additional training may be required as determined by the Examination Committee and the Board of Directors.~~ the candidate will become inactive and will not be allowed further exam attempts. If a circumstance arises that would prevent a candidate from passing the exam within 9 years of finishing residency,the candidate may petition the Executive Secretary for an appeal which shall include a statement of the grounds for reconsideration and any supporting documentation. Upon receipt of the petition, the Executive Secretary will notify the Chairperson of the Appeals Committee. The Appeals Committee will make a determination and submit their decision to the Board of Directors.