**Minutes to the**

**January 2, 2020 BOD teleconference**

**5-7 PM EST**

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

**Administrative Business**

The meeting began by welcoming our new directors, Drs. Posner and Goudie

1. Motion to approve agenda- Dr. Posner, moved, Dr. Goudie, seconded- all were in favor

2. Motion to approve the minutes to the December 2019 minutes- - Dr. Grimm mentioned the error in the footnote concerning the term of chair. It has been corrected to state that Dr. Fischer has accepted to serve as chair for a 2-year term until the end of 2021. Dr. Fischer motioned to accept the revised minutes- Dr. Dunlop moved, Dr. Bauquier seconded – all were in favor.

3. Discuss/decide on date and time for future BOD meetings – it was decided to continue to hold meetings on the first Thursday of the month, at 5PM EST.

**Old Business**

1. Website update – Dr. Kushner asked for input concerning the issues with VAA and the directory

a. PHOS was not planning for a searchable function in the directory which would be important to have- to search for name, geographic location; it was agreed that geographic location would be ideal and important, if it would not create too much of a problem.

i. there has been some glitches in the registration process –they have been informed of the problem and will work on it

ii The BOD has been sent the link to register – and once the problems are corrected then Diplomates will be provided the link to register- then residents

iii. unlike how our existing site is set up, PHOS requires that an administer must ‘approve’ each registration – it is the same link for residents and diplomates which is the need for approval \*

iv. An email will be sent to the administrator who will need to go in to ‘approve’- each registration -

b. They are having trouble setting up VAA the way we have had it set up on our old site. – they had been in contact with Gary and they were sent the instructions and links for this setup – and they have been in contact with Elsevier people who they say have not been helpful

c. The other option is to use the link to the registration site for Elsevier - - so everyone registers for Elsevier first using their subscription number (everyone already has subscription numbers)

i. It was decided to go with this option, now and perhaps later work on changing it –that is if Gary will help with that.

d. More costs - PHOS needs a plugin for the MOC and LOGs sheets- will cost $500.00 – they can finish those sites later, even when we are live; Dr. Kushner paid the 5 yr. renewal fee for domain name $245.00-; and we had decided to contract with PHOS a monthly maintenance service of ~$200/month \*\*

e. PayPal – the Foundation account button works, but not the other one\*\*\*

f. PHOS suggest to launch around Jan 13th but we need administrative training first

g. Discussion -provide some help to Dr. Kushner with administrative duties; who else will get the training for administrative access

2. ACVS residency training requirements and diplomate feedback—Dr. Egger had still not received information from ACVS

a. Some difference of opinion on what is required of the surgery residents- there was an earlier (2015) list of objectives- but there has been a recent updated list.

i. Some diplomates do not feel comfortable signing off on some surgery residents, others did not find it difficult to work with the objectives

b- Problem- need to know what is required and what is reasonable for a 2week rotation

c. Need to clarify the ACVS expectations; Are the ABVS expectations achievable and realistic?

d. Can we circulate a list among ourselves of what we feel is important and achievable in a 2week rotation – and bring our suggestions to the ACVS?

i. It was proposed that we open a conversation about getting ACVAA diplomates involved when ACVS updates their guidelines

3. AVTAA request for ‘endorsement’ by the ACVAA- Dr. Egger was going to get some information as well as Dr. O \*\*\*\*( see addendum)

a. The NAVAS website was going to have something written concerning a relationship between ACVAA diplomates and technicians

b. So far there has been no AVTAA response specific to the ACVAA concerns regarding AVTAA exam and credentials rejections

i. The ACVAA needs some response before we can place a comment of support

4. VSOC funding for database—Dr. Grimm informed Dr. Mama that the BOD was willing to hear more about this plan but that we need a bit more detail; the cost estimate was not excessive. It seemed to be understood that the VSOC was putting out initial feelers at this stage to see if there would be interest from the Colleges.

a. There are concerns about the amount of work this may require, who will do it, and about what kind of information is to be involved.

b. Will wait to discuss further when Dr. Mama has more information.

5. Education CMTE P&P- Needs to be re-written and needs to reconcile with the Bylaws

a. The terms and descriptions that are described in the Bylaws have not been followed

i. In order to comply with the bylaws, some turnover may be needed. Dr. Dunlop discussed the possibility of adding additional members, a co-chair, or ad-hoc committee.

ii. Need for more overall committee involvement in discussions and decisions

b. Discussion- Need for better communication between Education CMTE and BOD – BOD should be involved in discussions especially concerning any financial needs for the scientific meeting

i. Need better understanding of how the hours of lectures are provided at IVECCS

c. Need to get NAVAS involved with the Ed CMTE plans of organization of CE at IVECCS and other venues (VMX)

**New Business**

1. Appeal decision to credentials rejection – **##**

a. The BOD has no authority concerning the decision – but they should be informed

b. Appeals committee determines if the credentials CMTE failed to follow stated procedures of credentials requirements or failed to consider relevant material

i. The appeals CMTE upheld the decision to reject

c. Some comments- There needs to be better clarity and agreement between the RTS and Bylaws and credentials P&P

i. P&Ps are not readily made available to diplomates and are not to residents – so language and rules need to be clear in the RTS and Bylaws

ii RTS does not provide any information about what is required at time of credentials submission

iii. Dr. Kushner suggests that a page should be included in the RTS that provides clear and detailed information of what is required at time of credentials submission

2. A request for BOD opinion about ultrasound nerve blocks performed by technicians- tabled

3. ACVAA 2020 Financial report – will be sent to BOD in time for review and discussion at the Feb meeting

4. Circulate the MOU for NAVAS to the BOD for later discussion

A motion was made to adjourn at 7:20 PM – Dr. Fischer moved, Dr McMurphy seconded; all were in favor.

Respectfully submitted,

Lynne Kushner DVM

ACVAA Executive Secretary

**Secretary Note:**

A second appeal was filed concerning rejection of credentials due to inadequate number of ‘other ‘ cases - the appeals committee upheld the rejection to sit the 2020 exam.

**Addendum**

\* registration –anybody can get access to the registration page ( page is searchable) – so approval is necessary

\*\*PHOS sent the final costs for, hosting, maintenance and plugins – sent to the BOD for review - monthly maintenance for first 3 months is $800.00/month –

\*\*\*Both the PayPal buttons are now working well -now there is a problem- PP-payment notification emails are not being sent to the secretary – efforts to resolve problem is ongoing

\*\*\*\*Dr Egger ( Jan 5) Had a discussion with the NAVAS folks regarding endorsement of AVTAA.  They have agreed to put in a page for affiliated groups which will include ACVAA and AVTAA.  It is not an endorsement but a description of the groups and their respective roles with links to each group.  This would also include AVA, ASA, AVMA.

#- A second appeal was submitted – candidate had insufficient numbers of “other ‘ - the appeals CMTE upheld the Credentials CMTE decision