

MINUTES

**ACOFP Board of Governors
March 15, 2022
Zoom**

Present: Nicole H. Bixler, DO, MBA, FACOFP
Bruce R. Williams, DO, FACOFP
David J. Park, DO, FACOFP
Brian A. Kessler, DO, FACOFP
Robert C. DeLuca, DO, FACOFP *dist.*
Duane G. Koehler, DO, FACOFP *dist.*
Greg D. Cohen, DO, FACOFP *dist.*
Gautam J. Desai, DO, FACOFP *dist.*
David A. Connett, DO, FACOFP *dist.*
Derrick J. Sorweide, DO, FACOFP
Rebecca D. Lewis, DO, FACOFP
Saroj Misra, DO, FACOFP
Rachael A. Hume, DO, MPH
James Wyatt Eikermann, OMS IV
Elizabeth A. Palmarozzi, DO, FACOFP
Antonios J. Tsompanidis, DO, FACOFP

Staff: Dan Alpe, CPA
Alexandra Bradley
Tina Burk
Annie DeVries
Steve Legault, MSW, CAE
Bob Moore, MA, CAE

Guests: Peter F. Bidey, DO, FACOFP
Evan Bischoff, OMS III
John Gimpel, DO, FACOFP
Jordan Wong, DO

I. Call to Order

A meeting of the ACOFP Board of Governors was called to order by the President, Nicole H. Bixler, DO, MBA, FACOFP at 8:00 am CST on March 15, 2022.

II. Officer Reports

President's Report

Dr. Bixler briefly reviewed her written report and discussed the Annual Report and all that was accomplished last year.

Secretary/Treasurer Report

Dr. Kessler gave an update that the net surplus is \$1.3 million. The 2022 budget shared with Congress reflects the Board approved budget where revenues and expenses are equal. He gave an update that we are in the final stage of closing on the ACOFP building. Drs. Bixler and Froelich will join him in assessing the osteopathic memorabilia at the office to recommend whether it be digitized, stored and/or donated to a COM or history museum.

Executive Director Report

Mr. Moore gave an update that he met with AAFP CEO Mr. Shawn Martin, and he informed him of AAFP's plans to increase focus on the DO market as a growth opportunity. Staff and Officers plan to meet with them in April to further discuss collaboration opportunities.

He discussed the ACOFP Education and Research Foundation strategic plan and that they are looking into changing the name to the ACOFP Foundation. The Initial Certification Fund ended its third cycle and there were 86 applications which is down about 20 applications from 2021.

Director of Government Relations

ACOFP Director of Government Relations, Mr. Park provided a written report.

Ms. Bradley gave an update that a call-to-action campaign will be launched at the membership booth. A link will be sent out when it is live, or you can visit the ACOFP membership booth in the exhibit hall.

III. Board Assessment Findings

Dr. Bixler summarized key takeaways from the board assessment. Ratings are overall positive and in line with, if not above, other boards. Board satisfaction is very high. The Board works of the organization and have an impact. The checklist of Board policies practices are now almost 100% in place over past years.

Some areas of improvement include communication amongst board members. An opportunity also exists to better communicate the work of the Executive Committee between Board meetings. Expected Board behavior and consequences for inappropriate or delinquent behavior need to be more transparent and communicated to all Board members, as well. Once again it was noted that we need better diversity and gender representation on the board and hopefully the governance resolutions that are presented at Congress will be passed.

It was explained that Governors can submit agenda items as the process now is that the president and staff draft the agenda a few months in advance. Suggestions for agenda items should be sent to the President and Executive Director as far in advance as possible of a board meeting for consideration.

Within the last three years a Board orientation has been developed and implemented for new Governors. Officers and staff meet with incoming Board members prior to convention to go over logistics and meet again after convention to go into more details about the strategic and financial direction of the organization. These materials are in Board Effect for all Governors to review and reference since many current Board members pre-date when this initiative launched.

IV. ABFM Funding Opportunity

Mr. Moore gave an update that ABFM is making available grants that relate to strategically important issues in family medicine upwards of \$50,000-\$100,000 per year for up to five years. Members were assigned to breakout groups to discuss potential topics and brainstorm ways to frame out the concepts for consideration by ABFM and/or other funding agencies and the following ideas were presented:

Breakout Group #1- Funding for a student leadership summit and take insights gained back to the individual COM's. Developing a CAQ with ABFM on osteopathic medicine allowing us to better utilize resources already developed by ACOFP was a second idea discussed.

Breakout Group #2- The target audience should be all medical school students and not just COMs. Ideas on how to target students were discussed, such as podcasts with a focus on what family medicine doctors can really do and how to advocate for primary care and requisite reimbursement. A Day in the Life of an Osteopathic Family Physician is another vehicle discussed. A secondary target audience could be Family Medicine Deans.

Breakout Group # 3 – Trying to engage all medical students through social media such as TikTok using residents as social media influencers. Look into different benchmarks with surveys, launching a campaign and fellowships to assess perceptions of family medicine pre/post campaign. The MOTH could be leveraged to help with storytelling as part of this initiative.

Breakout Group #4 – Efforts should promote the full scope of family medicine, how it saves money for the health system and can be used to manage pain through OMT. Leverage the community to develop an elevator pitch on how osteopathic family medicine prevents disease/disfunction before needing treatment. Another topic of focus should be to look at the future of the profession and address the impact technology will continue to have. Family medicine is a future-oriented profession and osteopathic family physicians serve as the marines of the medical world being able to do many things well.

MOTION: It was moved and seconded to put forth a funding proposal for ABFMs consideration and the ideas gained through the Board will be used.

The motion PASSED.

V. AOA & AOBFP Agendas

The AOA and AOBFP agendas were reviewed. An in-depth conversation about the current and unclear state of ACOFP's Next Level Boot Camp was held. Concern was expressed about being aligned with negative perceptions of AOBFP if the Next Level Boot Camp is perceived as being onerous and too costly to maintain OMT certification.

MOTION: It was moved and seconded that ACOFP will pull from discussions and collaboration with AOA/AOBFP pertaining to the ACOFP Next Level Boot Camp until we investigate further alternative options with other organizations.

The motion PASSED.

VI. Annual Convention Update

Ms. Stephens and Mr. Moore gave an update regarding changes being implemented in Dallas based on feedback from the Task Force on Convention Innovation. We will have two CME tracks running simultaneously, sessions of various lengths and formats, and are extending lunch and networking hours.

New this year we will have a welcome reception in the exhibit hall and the President's reception will be open to all on Saturday. Since we are not having a traditional sit-down banquet now anybody registered can attend because the feedback regarding the banquet was that we were eliminating younger members and too much food was being wasted.

The Awards Ceremony has been separated to specially recognize the award winners.

Mr. Legault gave an update on the CME programming and noted that Sunday will be completely virtual so there is flexibility for members who want to leave early. In person attendance on Sunday has historically been very low.

Mr. Alpe gave an update that currently there are 1,892 registrants. 759 members, 90 residents and 59 students in person with more than a 1,000 will be participating virtually.

VII. Committee Structure Update

Dr. Williams gave an update that the committee appointment letters have gone out and to let him know if any other members are interested. As a reminder CORD has been sunset and this year's focus was on members who have reached their 9 years term limit were notified via email that their term has ended and all new volunteers have been assigned to a committee.

VIII. Membership Update

The Board broke out into four groups to discuss four key areas of concern identified by members in the 2021 practicing member survey and create a SWOT analysis.

Life Member Approval

Ms. Burk presented the life member recommendation.

MOTION: It was moved and seconded to APPROVE the life member report as presented.

The motion PASSED.

IX. NBOME Discussion

NBOME President & CEO Dr. Gimpel gave an update on NBOME efforts. He spoke about the clinical skills assessment and will ask for recommendations for public comment starting in mid-April.

X. NASEM Report

Dr. Williams gave an update on the NASEM report and ongoing work continuing with the PCC and FMLC and asked for feedback.

XI. Consent Agenda

MOTION: It was moved and seconded to APPROVE the February 5, 2022 Minutes.

The motion PASSED.

Adjournment

MOTION: It was moved and seconded to adjourn the Board meeting.

The motion PASSED.

The Board meeting was adjourned at 3:30 pm CST on March 15, 2022.

Respectfully submitted,



Bob Moore, MA, CAE
ACOFP Executive Director

MINUTES

**ACOFP Board of Governors
March 19, 2022
Dallas, Texas**

Present: Bruce R. Williams, DO, FACOFP
David J. Park, DO, FACOFP *dist.*
Gautam J. Desai, DO, FACOFP *dist.*
Brian A. Kessler, DO, FACOFP
Nicole H. Bixler, DO, MBA, FACOFP
Robert C. DeLuca, DO, FACOFP *dist.*
Peter F. Bidey, DO, FACOFP
Greg D. Cohen, DO, FACOFP *dist.*
David A. Connett, DO, FACOFP *dist.*
Rebecca D. Lewis, DO, FACOFP
Saroj Misra, DO, FACOFP
Derrick J. Sorweide, DO, FACOFP
Jordan Wong, DO
Evan Bischoff, OMS III
Elizabeth A. Palmarozzi, DO, FACOFP
Antonios J. Tsompanidis, DO, FACOFP

Staff: Dan Alpe, CPA
Alexandra Bradley
Annie DeVries
Steve Legault, MSW, CAE
Bob Moore, MA, CAE

Guests: Ernest Gelb, DO, FACOFP
Kevin Klauer, DO, EJD
Sterling Ransone, MD

I. Call to Order

A meeting of the ACOFP Board of Governors was called to order by the President, Bruce R. Williams, DO, FACOFP at 1:30 pm CST on March 19, 2022.

II. AOA Update

Dr. Gelb and Dr. Klauer gave an AOA update:
<https://www.dropbox.com/sh/tzrc9tr2q2fvzew/AAD-NUK8YBIWqP1Qpar0XUNRa?dl=0>

They also discussed the Osteopathic Distinctiveness and new COMs opening. Concern was expressed about a family medicine career fair being launched without partnering with ACOFP. Dr. Klauer explained that was done by the AOIA.

III. Organizational Remarks

Dr. Williams introduced the new Board members.

IV. Strength Finder Updates

Mr. Moore explained the strength finder results and how it helps with relationship building between board members.

V. Annual Convention Debrief

Mr. Moore gave an update that we currently have 1,627 paid registrants and over 2100 total between both channels.

Dr. Lewis suggested adding moderators back into the program as it does count towards fellow requirements and to keep speakers on schedule.

Student Dr. Bischoff asked that the student events be longer than 45 minutes as some ran over.

VI. 2022 Congress of Delegates Actions

Dr. Palmarozzi explained the actions of Congress will be presented at the summer Board meeting and we will plan to get future Congress information out sooner. Although emails were sent out two weeks in advance there was feedback from delegates that most emails went into spam and never received the materials.

It was suggested to investigate electronic voting and briefly discussed the pros/cons of the 2-day verse 1 day Congress. Overall, very positive feedback was received about the virtual reference committees and the concise and efficient one-day Congress on-site.

VII. 2022 Officer Travel Schedule

Dr. Williams gave an update that if there are any conflicts, he may ask Governors to represent states they live in or are closer to.

VIII. Summer Board Meeting

The summer board meeting will be June 16-18, 2022, in San Diego, California and reminder to turn in your call to meetings as soon as possible so hotel rooms can be reserved.

IX. Ms. Bradley reviewed the additions Alston & Bird made to the Advocacy Priorities document. Dr. Desai suggested an edit to change the line: Protect reimbursement for OMT and encourage OMT to be utilized as a tool to improve patient care.

MOTION: It was moved and seconded to APPROVE the 2022 Advocacy Priorities as amended.

The motion PASSED.

Adjournment

MOTION: It was moved and seconded to adjourn the Board meeting.

The motion PASSED.

The Board meeting was adjourned at 3:30 pm CST on March 19, 2022.

Respectfully submitted,



Bob Moore, MA, CAE
ACOFP Executive Director

MINUTES

**ACOFP Board of Governors
June 17, 2022
San Diego, California**

Present: Bruce R. Williams, DO, FACOFP
David J. Park, DO, FACOFP *dist.*
Gautam J. Desai, DO, FACOFP *dist.*
Brian A. Kessler, DO, FACOFP
Nicole H. Bixler, DO, MBA, FACOFP
Robert C. DeLuca, DO, FACOFP *dist.*
Peter F. Bidey, DO, FACOFP
Greg D. Cohen, DO, FACOFP *dist.*
David A. Connett, DO, FACOFP *dist.*
Rebecca D. Lewis, DO, FACOFP
Derrick J. Sorweide, DO, FACOFP
Jordan Wong, DO
Evan Bischoff, OMS III
Elizabeth A. Palmarozzi, DO, FACOFP

Not Present: Saroj Misra, DO, FACOFP (*excused*)
Antonios J. Tsompanidis, DO, FACOFP (*excused*)

Staff: Dan Alpe, CPA
Alexandra Bradley
Tina Burk
Annie DeVries
Steve Legault, MSW, CAE
Bob Moore, MA, CAE

Guests: Mike Park

I. Call to Order

A meeting of the ACOFP Board of Governors was called to order by the President, Bruce R. Williams, DO, FACOFP at 8:00 am PST on June 17, 2022.

II. Officer/Staff Reports

Report of the President - Dr. Williams presented his written report and discussed his recent visit to Maine ACOFP.

Report of the Secretary/Treasurer – Dr. Kessler presented his written report and gave an update that the report from the auditors was good. No management letter was received for a second year for ACOFP and the Foundation now has no management letter either. Both ACOFP and the Foundation received the best possible opinion from the auditors.

Mr. Alpe discussed that 90% of the money goes towards programming.

MOTION: It was moved and seconded to APPROVE the Audit.

The motion PASSED.

Report of the Executive Director

Mr. Moore presented his written report and noted that all of the approvals for the AOBFP recertification requirements for the OMT practical have been secured and communications will be sent out shortly. Michigan and Ohio ACOFP expressed interest to AOBFP in offering qualifying programs for the OCC practical recertification requirements. Staff will offer partnering with these organizations since the Next Level is already developed. Mr. Moore also offered to AOA convening a focus group of ACOFP members to review the forthcoming communications about the recertification requirements to ensure clarity.

He also explained how staff have been working on a leadership pipeline activity with a goal of creating webpages that provide centralized, easy access information for members explaining ways to get involved with ACOFP and advance as a leader. The Leadership Development Committee meeting will plan to meet in July and review the draft webpages.

Report of the Director of Government Relations

Mr. Park presented his written report and gave a report on gun legislation and changing the age limit to 21 to buy firearms and there will be funding for suicide prevention and school safety. He discussed mental health packages and looking at workforce, telehealth, and young mental health. The Build Back Better act extending premium under the Affordable Care Act.

III. Implementation of 2022 Congress Resolutions

Dr. Palmarozzi presented the written report of the 2022 Congress of Delegates resolutions/resolves and the implementations that have been done since March. It was discussed that the Federal Legislation & Advocacy Committee will work on drafting a letter regarding Climate Change.

2023 Proposed Congress Schedule

Dr. Williams provided an overview of the proposed Congress of Delegates schedule and asked the board to vote on the following motions:

MOTION: It was moved and seconded to hold virtual reference committees moving forward until otherwise changed.

The motion PASSED.

MOTION: It was moved and seconded for the 2023 Congress and going forward that we only have Congress held in one session.

The motion PASSED.

IV. Governance Phase III

Dr. Park gave an overview of the Board and Governance Task Force efforts over the last few years for the new board members. He reviewed the resolves from Resolutions 23 & 24 that failed at the 2022 Congress of Delegates. He discussed a three-step strategy plan to inform and educate, and prepare for the 2023 Congress. The intent is to re-submit these resolutions as originally drafted.

In partnership with staff, Dr. Park will create educational materials to post and email to state societies by October and ask other board members to meet individually with Past Presidents leading up to the 2023 Congress of Delegates. The previously distributed talking points will be reviewed and re-sent to the board in case questions arise over the summer. Another suggestion was to interview delegates to add to the forthcoming video in support of these

recommendations.

V. AAFP Partnerships Opportunities

Dr. Williams gave an update on meeting with AAFP how it could be mutually beneficial for both organizations, including revenue sharing.

Mr. Legault noted that AAFP inquired with ACOFP as they are looking for a new partner for accreditation. ACOFP already provides AOA accreditation for their DPC Summit.

VI. Operating Policy Edits

Mr. Moore reviewed the operating policy edits for the Leadership Development Committee section and virtual per diem. The Finance Committee also approved for the President-elect significant other's travel to attend the AOA House of Delegates to meet with staff and help prepare for their presidential year.

Dr. Cohen suggested striking the banquet attire section.

MOTION: It was moved and seconded to APPROVE the Operating Policy Edits as amended.

The motion PASSED.

VII. NASEM Report

Dr. Williams discussed the NASEM report and asked for feedback on what more we could be doing as an organization. Several ideas were shared about how to better promote family medicine as a viable choice for students. It was noted that we lack a succinct way to describe the profession and there are myths about not being paid well. Others noted that preceptors do not provide consistent experiences showing the diversity of family medicine. Ideas included conducting a salary survey and leveraging TikTok more for outreach. Efforts should also promote the ability for family medicine residents to earn salary two years before their peers who may have longer residency programs.

VIII. 2023 AOP Updates/Brainstorming Breakout Discussions

Mr. Moore discussed the 2023 Annual Operating Plan strategy planning and where we can work more efficiently in the future and have the right plans in place to grow. He and Mr. Alpe discussed a 15-year financial forecast based upon current trends. They noted that expenses will exceed revenue in the next year or two if the adjustments are not made with regard to membership and CME rates, and the addition of new non-dues revenue sources of funding.

Mr. Alpe suggested that the membership dues increase \$25 every 5 years and CME fees should go up approximately 10% every 5 years starting in 2023. The budget for this year will be a little bit of a lost due to the effects of Covid on registration for Annual Convention and IOU. We need plans in place to increase revenue and keep the membership benefits consistent. Mr. Moore asked for guidance from the Board on how and when inflationary adjustments should be made to help offset increasing costs, especially since Congress needs to approve dues increases.

Mr. Moore also asked for confirmation of the five previously identified strategic initiatives as still being of priority of the Board to support the strategic plan and grow revenue. The Board affirmed the following as strategic priorities to continue pursuing and investigating:

1. Program and CME related grants
2. Evolve membership models
3. CME partnerships (ACOF State Societies, AAFP, other specialty colleges and other education and for-profit institutions)
4. Global CME outreach

Goal 1: The Board supported ACOFP's pursuit of a joint primary care summit with ACOI and other colleges in place of IOU in 2023. Dr. Williams will attend IOU and look for ways to leverage this content in the primary care summit and other channels.

The Board supported the investigation of certificates of training with allied professional organizations (e.g., PA's, NP's, MA's), but will need to model out possible options for the Finance Committee's review before proceeding.

The Board suggested content for FM Chairs be shorter and perhaps structured as an FAQ instead of longer videos as experienced FM Chairs may be less inclined to invest a lot of time on something they already know well.

For OMTeaching the Board suggested adding additional resources around documentation and coding/billing.

On resident-focused programming the Board asked that ACOFP continue to encourage AOBFP to promote certification and perhaps suggest they reach out to residents in a manner similar to how ABFM updates residents on their progress. For ACOFP, continuing to get resources in-front of residents with easier, more direct access to resources in the LMS.

Regarding the HUB structure, the Board agreed with a plan to consider both region and number of residencies while developing a communication structure. The Board agreed that staff would help craft general pieces of content and pass those along to Governors to disseminate.

The Board agreed to proceed with partnerships with AAFP when they focus on family medicine while maintaining our distinctiveness when it comes to osteopathic content. The Board further agreed that in cases when AAFP seeks AOA CME accreditation we charge on a fee schedule.

With the pending approval of OMT Next Level as a Component 2 pathway to maintenance of OMT Certification, the Board supported the investigation of modeling out a program where ACOFP would share our curriculum and resources for OMT Next Level through a process where local or regional trainers could apply to be approved as trainers of that curriculum which might require demonstration either in-person or online. A fee structure for this would also need to be modeled out for consideration. The Board also supported working with COMs to lower costs and attract local faculty for these programs.

The Board supported investigating opportunities for international/global education around OMT/osteopathy (e.g. videos and posters).

Goal 2: The Board recommended to continue the contract work with AMC for the Foundation governance restructure and to continue the implementation of the previous work approved for ACOFP governance restructure including the implementation of DEI in board selection. The Board recommended to look at the current exhibitor/sponsor program and to look outside the normal traditional sponsor companies, add simulation and biotech companies, corporate council agreements and product theaters. It was suggested to utilize the information provided from the Million Dollar Initiative to identify partners and to have an outside firm conduct a demographic membership survey that would assist in attracting potential new CME partnerships with CROs, DOTs, MROs, Med IQ and other state required programs.

The Board recommended to conduct a salary survey of family physicians to use in communication with the students and residents. For the new residents/new physicians to develop webinars on coding/billing, contract negotiation, onboarding, investing and board prep. It was suggested to increase communication and advertisement of our welcoming environment efforts at the convention for networking opportunities, welcome programs, service project, childcare and family opportunities. It was also recommended to focus on the fourth-year students as members by offering a leadership program similar to the future leaders, webinars,

combank/comquest/dynamed discounts and to create a communication campaign about the ACOFP and AOBFP boards.

The Board recommended developing communication campaigns for the MD residents that would highlight the recommendations above, OMT for MD online courses, and to market our CME to the MDs as customers to sell them an easy/non complicated introductory experience with the ACOFP. This initial touchpoint with the osteopathic profession would allow us to take advantage of future sales and possible membership (resident and newer physicians).

The Board supported the continued shared programs and efforts with the state societies for data, education, events, preceptor lists and governance. Other programs that the Board continues to support include new technology for association management, communication on the Fellows awards, and volunteer opportunities (non-traditional and traditional). The Board recommends not continuing Pub Med for OFP or online communities for the membership.

Goal 3: The Board recommended de-emphasizing the partnership on the 25 x 2030 campaign to refocus on developing our own initiatives to promote the value of family medicine as a specialty. They suggested resources for internal development to include an educational packet to COMs on family medicine (talking points, elevator pitch) and outreach to minority groups and HBCUs.

The Board also recommended an increased focus on and advocacy for the osteopathic certification pathway, recommending enhanced content dissemination to residents and program directors and increased coordination with AOA and AOBFP.

For legislative outreach, the Board recommended group legislation engagement opportunities to extend beyond the Federal Legislation & Advocacy Committee, suggesting an enhanced partnership with state societies to identify engaged advocates and increasing engagement among students. Tactics to engage students in advocacy initiatives include hosting educational programming on how to lobby/testify, disseminating a survey to identify student legislative priorities, and partnering with COMs and AACOM.

IX. ABFM Funding Concepts

Mr. Moore noted that the draft funding concepts provided with the pre-reading materials needs the review and input of the board. A survey will be sent after the meeting to collect feedback. Since these concepts were built from Board input collected at the March 2022 meeting, and ACOFP subsequently received detailed guidance from ABFM, the Board was asked to review these concepts in relation to this new criteria. Any Board members interested in helping further develop these concepts should let Mr. Moore know.

X. EEIC Discussions/HUB Discussion

Ms. Bradley shared results of the EEIC Resident Benchmarking Survey with the Board. Of particular note, the awareness of EEIC pathway among residents is currently at a 2.1. This will help the organization benchmark its efforts over the coming year in increasing awareness of EEIC.

Ms. Bradley also shared past, current and future initiatives to increase resident and program awareness of EEIC, ISE, the ACOFP Foundation Initial Certification Grant and the osteopathic initial certification pathway in general, including a public-facing video campaign and upcoming resident webinar.

Dr. Lewis then discussed plans to relaunch the HUB. She has been working on pairing governors with residency programs. Once the governors have been paired, they are encouraged to reach out with a welcome message to their program contacts. After that, ACOFP staff will compile a quarterly digest of updates most relevant to program directors and their residents for the governors to share with their respective contacts. There also might be opportunities for tailored outreach (e.g., California ISE pilot project) to residency programs by select members of the HUB.

XI. 2023 Annual Convention Planning

Ms. Stephens summarized key metrics from the post-convention evaluation. Of note, the overall experience was rated a 4.28 and satisfaction with the quality of presentations a 4.33. New features from the Task Force on Convention Innovation recommendations were very well received. 93% were satisfied with the concurrent sessions; 86% were satisfied or very satisfied with the new welcome reception and 87% felt the same with the reformatted president's reception.

Looking to 2023, Ms. Stephens summarized planned adjustments based upon feedback gained, such as:

- General Session Thursday/Friday/Saturday/Sunday for housekeeping remarks and welcome remarks
- Run one live track and one virtual track on Saturday and Sunday
- Have moderators in session rooms
- Virtual program to open with the Opening Session
- One session room would be "simulive" the entire duration of the Convention
- On-Demand content will not be time released and released at once for greater flexibility and session choices
- Mobile app and virtual platform will be separate (No mobile app for virtual attendees)

Two options were presented to increase exposure for the awards winners and the president's speech. The Board supported blending the awards program into the Thursday Opening Session. Awards remarks will be truncated to accommodate for the additional programming in this session. The official president address will take place during this Opening Session as well.

XII. Membership Report

Mr. Alpe reported that membership is in line with the prior year. This is behind our goal of 2019 membership, but recruitment plans for the remainder of the year are expected to get us closer to our goal of 5,865 paid physician members.

Ms. Bradley provided an overview of past and future messaging to and plans to increase awareness of ACOFP membership and programs to prospective MD members, which is largely contingent on the ACGME accreditation process. She also shared plans to recruit new members over the next six months.

XIII. Department Report Updates

Department Chairs written report was presented.

Dr. Wong gave an update on the Resident Council's written report. Of note he highlighted the Resident Council's goal of helping promote the AOBFP pathway. They are also looking to curate pre-existing resources in support of residents and centralize on a webpage.

Student Dr. Bischoff summarized his written report and explained the NSEB has a priority to help transition students to residents this year. They also have prioritized increasing interactive aspects of the student program at Annual Convention. Additional efforts will be made in supporting students as they transition from third to fourth year as they tend to see a drop off in engagement.

XIV. ACOFP Foundation

Mr. Moore noted that the Foundation has started their governance initiative to assess if changes are needed to best support the newly approved strategic plan. He also gave an update on the Foundation's ISE pilot program where the exam will be paid for PGY1 and PGY2 residents for two years in select CA residency programs. Of the nearly 20 programs contacted multiple ways, only three have replied. One has agreed to participate, two have declined. The Executive

Committees of both organizations will meet this summer to ensure open lines of communication and synergy.

XV. Consent Agenda

MOTION: It was moved and seconded to APPROVE the March 15 ,2022 Minutes.

The motion PASSED.

MOTION: It was moved and seconded to APPROVE the March 19 ,2022 Minutes.

The motion PASSED.

MOTION: It was moved and seconded to APPROVE the Life Membership Recommendation.

The motion PASSED.

MOTION: It was moved and seconded to APPROVE the Hardship Waivers Recommendation.

The motion PASSED.

Adjournment

MOTION: It was moved and seconded to adjourn the Board meeting.

The motion PASSED.

The Board meeting was adjourned at 4:50 pm PST on June 17, 2022.

Respectfully submitted,



Bob Moore, MA, CAE
ACOFP Executive Director

MINUTES

**ACOFP Board of Governors
December 4, 2022**

Present: Bruce R. Williams, DO, FACOFP
David J. Park, DO, FACOFP *dist.*
Gautam J. Desai, DO, FACOFP *dist.*
Brian A. Kessler, DO, FACOFP
Nicole H. Bixler, DO, MBA, FACOFP
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Rebecca D. Lewis, DO, FACOFP
Saroj Misra, DO, FACOFP
Jordan Wong, DO
Evan Bischoff, OMS III
Antonios J. Tsompanidis, DO, FACOFP

Not Present: Elizabeth A. Palmarozzi, DO, FACOFP
Derrick J. Sorweide, DO, FACOFP

Staff: Dan Alpe, CPA
Alexandra Bradley
Tina Burk
Annie DeVries
Bob Moore, MA, CAE

Guests: Mary Lynn Fayoumi
Mike Park

I. Call to Order

A meeting of the ACOFP Board of Governors was called to order by the President, Bruce R. Williams, DO, FACOFP at 7:00 pm CST on December 4, 2022.

II. Staff Engagement Survey – Executive Session

Mary Lynn Fayoumi from HR Source presented the results of the staff engagement survey.

III. 2023 Advocacy Priorities

Mr. Park from Alston & Bird presented the draft of the 2023 Advocacy Priorities and explained that the principles were re-evaluated, and that the pandemic section was deleted. Dr. Cohen discussed some concerns on telehealth that doctors need to be licensed in the states where they are practicing so they can be responsible for their actions. It was suggested that Dr. Cohen work offline with Ms. Bradley to make the necessary track changes for the Board's electronic review and vote.

Ms. Bradley explained the launch of a new call-to-action campaign and encouraged members to participate and send a letter to Congress: <https://p2a.co/Ek8bQc4>
https://www.acofp.org/acofpimis/Acofporg/PDFs/Advocacy/2022/110122_ACOFP_CMS_RFI_Response_MakeYourVoiceHeard.pdf

IV. 2023 Proposed Budget

Dr. Kessler provided an overview of the budget and explained that the reserves have increased in the last couple of years despite the turbulence of the market. The requests for reserves have been updated in the 2023 budget memo. Some funds are no longer needed, and new funding requires the approval of Congress. Of note, there is an additional \$130,000 requested in the budget for the implementation of the Association Management System and requisite project management support.

MOTION: It was moved and seconded to approve the 2023 proposed budget.

The motion PASSED.

V. AOP 2023

Mr. Moore entertained questions on the 2023 Annual Operating Plan.

MOTION: It was moved and seconded to approve the 2023 Annual Operating Plan.

The motion PASSED.

VI. Membership Resolutions

MOTION: It was moved and seconded to approve the two membership resolutions to be presented at the 2023 Congress of Delegates regarding the proposed 2024 dues increase and amendments to the ACOFP Bylaws adding missing membership classifications.

The motion PASSED.

VII. Governance Resolutions

MOTION: It was moved and seconded to approve the two governance resolutions to be presented at the 2023 Congress of Delegates regarding the proposed amendments to the ACOFP Constitution & Bylaws regarding Officer Composition and Terms.

The motion PASSED.

VIII. Operating Policy Edits

Mr. Moore reviewed the operating policy edits with the removal of the Intensive Osteopathic Update throughout besides the section regarding members using it as attending it while applying for Fellow.

MOTION: It was moved and seconded to approve the operating policy edits.

The motion PASSED.

IX. Request to add Montana to ACOFP- MW

Dr. Park explained the request that Montana would like to join the ACOFP-MW Delegation.

MOTION: It was moved and seconded to approve Montana to ACOFP-MW.

The motion PASSED.

X. Consent Agenda

MOTION: It was moved and seconded to APPROVE the October 28, 2022, Minutes.

The motion PASSED.

X. Adjournment

MOTION: It was moved and seconded to adjourn the Board meeting.

The motion PASSED.

The Board meeting was adjourned at 8:28 pm CST on December 4, 2022.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Bob Moore", with a stylized flourish at the end.

Bob Moore, MA, CAE
ACOFP Executive Director

MINUTES

**ACOFP Board of Governors
October 28, 2022
Boston, MA**

Present: Bruce R. Williams, DO, FACOFP
David J. Park, DO, FACOFP *dist.*
Gautam J. Desai, DO, FACOFP *dist.*
Brian A. Kessler, DO, FACOFP
Nicole H. Bixler, DO, MBA, FACOFP
Robert C. DeLuca, DO, FACOFP *dist.*
Peter F. Bidey, DO, FACOFP
Greg D. Cohen, DO, FACOFP *dist.*
David A. Connett, DO, FACOFP *dist.*
Rebecca D. Lewis, DO, FACOFP
Saroj Misra, DO, FACOFP
Derrick J. Sorweide, DO, FACOFP
Jordan Wong, DO
Evan Bischoff, OMS III
Elizabeth A. Palmarozzi, DO, FACOFP

Not Present: Antonios J. Tsompanidis, DO, FACOFP

Staff: Dan Alpe, CPA
Alexandra Bradley
Tina Burk
Annie DeVries
Steve Legault, MSW, CAE
Bob Moore, MA, CAE

Guests: Ernie Gelb, DO, FACOFP
Greg James, DO, FACOFP *dist.*
Paul Martin, DO, FACOFP *dist.*
Ira Monka, DO, FACOFP
Kevin Klauer, DO, EJD
Susan Iris

I. Call to Order

A meeting of the ACOFP Board of Governors was called to order by the President, Bruce R. Williams, DO, FACOFP at 9:00 am EST on October 28, 2022.

II. Officer/Staff Reports

Report of the President - Dr. Williams briefly reviewed his written report and gave an overview of the agenda for the day.

Report of the Secretary/Treasurer - Dr. Kessler reviewed his written report and deferred other comments until the budget discussion.

Report of the Executive Director

Mr. Moore presented his written report and announced that ACOFP has won a team award for staff under 50 employees from [Software & Information Industry Association \(SIIA\)](#). He presented a slideshow of the new headquarters office and updates regarding the building.

Report of the Director of Government Relations

ACOFD Director of Government Relations, Mr. Park provided a written report.

III. Discussion Items

2022 Annual Operating Plan

Mr. Moore gave an update that staff provided the Q3 updates for 2022. There were no questions raised.

2023 Annual Operating Plan

Mr. Moore provided a summary of the draft 2023 AOP and explained how conversations and ideas from the Summer Board Meeting breakout discussions resulted in new or modified action plans. Given the significant work ahead with the new AMS and website, he noted how many action plans have come off the AOP and been added for 2023.

New Action Plans for Goal 1:

- Conduct SWOT analysis of student board prep materials.
- Investigate the creation of an assessment linked to the EPAs that would assist in preparing students for residency.
- Investigate how existing or new content could help FM programs meet the COCA requirements for OMM
- Develop new Next Level Modules
- Working with OMT Boot Camp WG, develop a curriculum for OMT for MDs (a beginner level course)
- Create CME grant infrastructure and apply for 6+ CME grants across Annual Convention, OMED and eLearning.
- Investigate the creation of certificate programs for other associations around osteopathic principals (e.g. medical assistants, nurses, etc.)
- Create a plan for ADA compliance within the LMS.
- Offer joint providership to state societies, 501c3s, other associations and hospitals/clinics.
- Work with ACOOG, ACOI and potentially ACOP, to plan the first ever Primary Care Summit. The details around in-person versus hybrid are still being assessed.

New Action Plans for Goal 2:

- Investigate the development of grant-funded initiatives to support community health.
- Develop implementation plan and timeline to launch new AMS in 2024
- Use findings from CMS assessment to select and implement content management system and redesign the ACOFP.org website.
- Create an SSO for AC 23 attendees for mobile app and evaluations and virtual platform and evaluations. This will create a more seamless experience - less log-ins
- Launch survey gauging member awareness and use of patient education handouts to inform future developments.
- Address burnout within the profession

New Action Plans for Goal 3:

- Grant Funding Contingent - Work to understand the landscape of those choosing/not choosing family medicine by identifying weaknesses in attracting family medicine residents.
- Support the Task Force on Engaging Students
- Implement the Foundation's Annual Operating Plan.
- Host CME content on advocacy initiatives(s).

- Host two virtual meetings to educate participants on important ACOFP and family medicine.

IV. 2023 Proposed Budget

Dr. Kessler provided an overview of the proposed budget. Mr. Alpe noted that 50% of our revenue is coming from non-dues revenue. He also covered the key assumptions of the general operations, direct program expenses and Board expenses.

Mr. Alpe asked for any feedback and explained that staff will make any necessary adjustments which will be presented at the December 4 Board meeting.

OFP Journal

MOTION: It was moved and seconded to decrease the frequency of OFP issues from bi-monthly to quarterly starting in 2023.

The motion PASSED.

Rationale: Allows editors to be more selective in choosing articles approximately \$20,000 budget savings and additional operational time savings in layout and design.

Congress of Delegates Voting Platform

Ms. Stephens gave an update on the Padgett voting support and that each delegate would receive a handheld rental device with a yes, no or abstain option. While this is a one-year rental agreement and no equipment is purchased, the Board discussed the value of offering this each year to support Congress and make its business operations as efficient as possible.

MOTION: It was moved and seconded to approve the Padgett voting platform for the 2023 Congress of Delegates.

The motion PASSED.

Board Travel & Per Diem

Dr. Williams requested that Board members make their travel arrangements for the 2023 Annual Convention before the end of the year and that per diem expense forms need to be turned in within 90 days.

Mr. Moore suggested searching outside of Frosch travel agency for cheaper flights and asked that everyone email Annie your final itinerary for all travel moving forward.

V. Dues Increase

Dr. Kessler reviewed the Membership Committee's recommendation to increase professional member dues:

- Dues last increased from \$345 to \$375 in 2019
- Recommend increasing dues from \$375 to \$395 in 2024.
- Comeback to the membership committee for review each year.

MOTION: It was moved and seconded to create a resolution for congress approval to increase professional membership dues from \$375 to \$395 starting with the 2024 dues cycle.

The motion PASSED.

Rationale: ACOFP has not had an increase in this category since 2018. The need for an increase is from the overall rise in cost of living and that ACOFP has expanded member services in the areas

of Continuing Medical Education (CME) by offering it in multiple formats (in person, hybrid) free CME opportunities and federal advocacy efforts on behalf of our members. In 2024 ACOFP plans to offer OMTotal as a member benefit, currently costing \$149/year.

VI. Huntington Renewal

Mr. Alpe explained the need to approve the renewal of the \$1,000,000 line of credit with Huntington Bank and for the request of the President (Dr. Bruce Williams) and Secretary-Treasurer (Dr. Brian Kessler) to be the authorized signers.

MOTION: It was moved and seconded to APPROVE the Huntington Renewal.

The motion PASSED.

VII. Governance Phase III

Dr. Park discussed reevaluating resolutions 23 & 24 that failed at the 2022 Congress of Delegates. There were four major concerns: the elimination of the Vice President position, automatic ascension from Secretary-Treasurer to President-elect, adding a 7th Governor on the Board and reducing the size of the Executive Committee from six to four.

Dr. Park explained a *newly modified* proposal:

1. Elimination of the Vice-President position (No change)
2. Elimination of the Past President position (No change)
3. Add one New in Practice (NIP) Governor for a single two (2) year term in lieu of a 7th at-large Governor.
4. Officially add the Vice-speaker as an ex-officio member of the Board (No change)
5. Eliminate the automatic ascension of the Secretary/Treasurer to President-Elect
6. Change the maximum term limits of a Governor from nine (9) years to six (6) years (No change)
7. Add one Governor (~~Department Chair of Professional Affairs~~) to the Executive Committee as a full voting member for a one-year term.

MOTION: It was moved and seconded to amend the newly modified proposal by striking the Department Chair of Professional Affairs wording.

The motion PASSED.

MOTION: It was moved and seconded to approve the amended proposal.

The motion PASSED.

VIII. 2025 Site Selection

Mr. Moore explained discussions from the Finance Committee in 2020 regarding setting a pattern for future site selection, going to California every five years and between the east and Midwest the other years. A list of potential sites for all locations was created and staff explored them based upon where ACOFP is scheduled to be based upon the rotation. For ACOFP's 75th Anniversary year, California is the intended location. This is timely since ACOFP was founded in the state. After reviewing several cities in California, the Finance Committee narrowed down to Palm Springs and San Francisco. After site visits and further details, the Finance Committee identified Palm Springs for the Board's consideration. They asked staff to investigate other savings if a two-year deal was signed.

Ms. Stephens gave an update on the Palm Springs site selection for 2025 and 2030. While no additional concessions were given should ACOFP sign for both 2025 and 2030, they did lock in hotel prices below \$300 in 2030 for the host hotel at the Renaissance; below \$250 for the Courtyard; and rates below \$300 with an escalation cap of 2% per year for the Hilton and

Margaritaville. Should rates drop, ACOFP is eligible for rate drops to match market conditions. Palm Springs also kept the F&B minimum at \$350,000 (inclusive of tax and service charges). For any F&B expenses over this, ACOFP will receive a 4% discount. It was asked if a performance clause can be added. Ms. Stephens noted that such a clause will try to be added, but hotels only agree to this based upon their performance, not that of the organization should they not have great attendance.

MOTION: Based upon finances, ability to be a “big fish in a small pond”, and easy, safe and very close site seeing for all, the Finance Committee recommends signing with Palm Springs, CA for the 2025 and 2030 Conventions.

The motion PASSED.

IX. AOA/AOBFP Discussion with Leaders

Drs. Gelb, Monka, James and Klauer joined the board meeting.

Mr. Moore presented updates regarding the 2018-2022 ISE trending data that has gone down 28% over 5 years. Out of the 298 applications received for the Initial Certification Grant: 41% of applicants have taken the practical, 35% plan to take the practical, 13% of applicants have been withdrawn and 10% of the applicants have not replied.

The perceived challenges are high costs of osteopathic certification and recertification, unclear communication regarding recertification requirements, especially for the practical component, and perceived quality issues with osteopathic certification.

Dr. Williams asked AOA leadership to share their strategic plan/vision for board certification. It was noted that they do not have such a plan but offered to share their operating plan information. He also asked that they share plans to address concerns raised. Dr. Klauer suggested a working group be created in Q1 to work on these issues. In the meantime, Dr. Williams will send the presentation to AOA leadership with the formal request for answers to the proposed questions and concerns raised.

X. Foundation Update

Dr. Paul Martin presented a verbal report of the Foundation updates.

XI. 75th Anniversary Discussion

With ACOFP's 75th Anniversary occurring in 2025, Ms. Iris was invited to help the board brainstorm their options. She gave an update on a potential timeline and the board feedback from the pre-meeting survey around four key areas:

- Identify areas where ACOFP can demonstrate thought leadership
- Broaden audience awareness and engagement
- Create a roadmap that will elevate visibility and value proposition of the practice and the profession
- Determine optimal pathway(s) to achieve long-term vision and drive strategic plan forward

Discussion was had to:

- Use social media with hashtags, picture contests
- Update the ACOFP history book (Archival & Historical Committee)
- Offering \$75 pricing for new members etc.
- Host member challenges
- Create a Task Force

The greatest interests pertained to Osteopathic Distinctiveness, competition, interest in Board Certification/Maintenance and overall relevance.

XII. Membership Report

Mr. Alpe reported that the Membership Committee recommends expanding the current first year in practice membership category to be called the New Physicians in Practice category for implementation for the 2024 renewal cycle. This category will include members from 1-5 years in practice. The dues for the New Physicians in Practice should be flat over for all five years and be set at \$200 starting in 2024.

MOTION: It was moved and seconded to create a Bylaw change to replace the First Year in Practice membership category with the New Physician in Practice category.

The motion PASSED.

MOTION: It was moved and seconded to create a resolution for congress approval to set the membership dues for New Physician in Practice at \$200 starting with the 2024 dues cycle.

The motion PASSED.

Mr. Alpe gave an update on the final member count of 5,605 with 5,009 renewed members (87%), 211 new members and 236 reinstated members.

Ms. Bradley gave an update on the 2023 invoice schedule and upcoming membership activities: Digital Renewal Invoices, Print Invoice, Renewal Bundle with ACOFP 23 and the Digital Ad Retargeting Campaign for Transitional Members.

XIII. Awards & Fellows Recommendations

MOTION: It was moved and seconded to APPROVE the 2023 Award Recipients Recommendation except the Lifetime Achievement Award.

The motion PASSED.

MOTION: It was moved and seconded to APPROVE the 2023 Lifetime Award Recipient for Donald Jablonski, DO, FACOFP *dist.*

The motion PASSED.

MOTION: It was moved and seconded to APPROVE the 2023 Fellow Award Candidates.

The motion PASSED

XIV. Department Report Updates

Department Chairs and Dr. Wong's written reports were presented.

Student Dr. Bischoff expressed his gratitude, and the students are in the process of planning the hands-on workshops.

XV. Consent Agenda

MOTION: It was moved and seconded to APPROVE the June 17, 2022 Minutes.

The motion PASSED.

Adjournment

MOTION: It was moved and seconded to adjourn the Board meeting.

The motion PASSED.

The Board meeting was adjourned at 4:35 pm EST on October 28, 2022.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'B. Moore', with a stylized flourish extending to the right.

Bob Moore, MA, CAE
ACOFP Executive Director

MINUTES

**ACOFP Board of Governors
February 12, 2023**

Present: Bruce R. Williams, DO, FCOFP
David J. Park, DO, FCOFP *dist.*
Brian A. Kessler, DO, FCOFP
Nicole H. Bixler, DO, MBA, FCOFP
Robert C. DeLuca, DO, FCOFP *dist.*
Peter F. Bidey, DO, FCOFP
Greg D. Cohen, DO, FCOFP *dist.*
Rebecca D. Lewis, DO, FCOFP
Saroj Misra, DO, FCOFP
Derrick J. Sorweide, DO, FCOFP
Jordan Wong, DO
Evan Bischoff, OMS III
Elizabeth A. Palmarozzi, DO, FCOFP
Antonios J. Tsompanidis, DO, FCOFP

Not Present: David A. Connett, DO, FCOFP *dist.*
Gautam J. Desai, DO, FCOFP *dist.*

Staff: Dan Alpe, CPA
Emily Bennett
Tina Burk
Annie DeVries
Steve Legault, CAE
Bob Moore, MA, MS, CAE
Emily Stephens, CMP
Paige Zelinsky, MSc

I. Call to Order

A meeting of the ACOFP Board of Governors was called to order by the President, Bruce R. Williams, DO, FCOFP at 9:00 am CST on February 12, 2023.

II. Officer/Staff Reports

Report of the President - Dr. Williams briefly gave an update on the state societies that were visited over the last couple of months and the recent FMLC meeting that was attended over the weekend.

Report of the Executive Director – Mr. Moore gave an update on the new Communications Director and Manager that have recently started, and the two open KLA positions will be filled soon. He also gave an update on the Corporate Council Roundtable (CCR) and shared a list of companies that staff have been in communication with and asked for feedback on other potential companies to contact. The CCR is being pilot tested in 2023 with the hope to build relationships with these companies and a goal for them to build it into their 2024 budget.

ACTION: Board members with leads and ideas for new companies to add to the list should email Paige and Bob.

Mr. Legault gave an update on the Faculty Development/Program Director workshop that ran successfully over the weekend of January 27-29. Final registration for the live event came in at 167 registrants. The total hours of CME increased to 21.25 and the on-demand recordings were available within a week of the live event.

Report of the Secretary/Treasurer - Dr. Kessler reviewed the December 2022 Treasurer's report which shows a net surplus of \$133,000. The revenues ended the year at \$527,000 under budget and expenses were \$661,000 under budget. The proposed 2023 budget has been reviewed and approved and will be submitted to the Congress of Delegates in March. Staff will start the audit process which is scheduled to be reviewed with the Audit Committee in May.

Mr. Alpe gave an update that we saved on expenses and saw a much higher revenue from the OCC modules with the AOA.

Report of the Director of Government Relations

ACOFD Director of Government Relations, Mr. Park provided a written report.

III. Recommendations on 2023 Congress Resolutions

The board discussed the 18 resolutions that were submitted and provided recommendations on each that will be distributed prior to the March 4 reference committees.

Dr. Palmarozzi asked for feedback regarding the California ACOFP/Dr. Porcelli's late resolution, and it was decided to not accept the resolution because it was submitted late and not formatted correctly. Further, asking the USPS to create a stamp would require a congress representative or senator to get this done.

IV. Annual Convention Planning Updates

Ms. Stephens presented her [report](#) and gave an update that there are a total of 1,051 total registrants, 731 paid registrants and are at 89% to budget. 338 of the in-person registrants took advantage of the renewal bundle discount. The room block was increased to 4,000 room nights two weeks ago with no financial impact and is at 93% pickup.

Program Changes for 2023: There will be a general session/awards each morning starting at 8 am Thursday to Saturday and moderators will be in each session room.

The Saturday President's Reception will be a Western Theme, cowboy hat and boots encouraged!

V. AOP Questions

Mr. Moore sought questions and comments on the 2022 AOP Q4 Updates. None were raised.

VI. Operating Policy Edits

Given the 2022 governance resolutions that passed, Dr. Park asked staff to seek legal advice regarding adding the Committees of the Congress of Delegates to the Board Operating Policy manual. The revisions clarify which committees should be appointed by the Speaker and not held to the new bylaws changes regarding term limits. The Leadership Development Committee was also clarified stating that the Past President (second year post presidency) shall serve as the Leadership Development Committee Chair and the Immediate Past President (first year post presidency) shall serve as Vice Chair.

MOTION: It was moved and seconded to APPROVE the operating policy edits.

The motion PASSED.

VII. Committee Appointments

Dr. Park gave an update regarding the 2023-2024 committee structure being complete and the committees will begin on March 1, 2023. The focus this year was on the 2022 approved governance resolution regarding the six-year member and three-year Chair term limits which will help newer members to join. The long-term Chairs that have been termed off will be acknowledged at the spring convention, Conclave of Fellows breakfast and recognized in the first 2023 OFP Presidential article.

The committee volunteer form/process was discussed, and staff followed up with the current process of targeted emails that are sent to physicians, residents, and student audiences. Information about getting involved has also been added to the new [Leadership Development webpages](#).

Dr. Park discussed sunsetting the Past Presidents Council and that he reached out to many past presidents and the Executive Committee. Most felt it was not needed as past presidents communicate with board members regularly; receive reports at the Congress of Delegates and Conclave of Fellows; get other updates through our weekly newsletters; and can request to be a guest at board meetings. Dr. Park plans on inviting the past presidents to a one-hour informal gathering in the president's suite instead.

MOTION: It was moved and seconded to approve the 2023-2024 Governance Structure.

The motion PASSED.

VIII. Foundation Strategic Planning

ACOFP Foundation President, Dr. Paul Martin provided a written report of the Foundation updates and new and renewed strategic priorities. No questions were raised for staff.

IX. Family Medicine NEXT Grant (ABFM Grant)

Dr. Williams gave an update on the ABFM grant encouraging students in family medicine. He reviewed the approved proposal and timeline and mentioned that the Task Force plans to meet at the end of February.

X. Student Association Update

Student Dr. Bischoff gave a quick update that there are 120 students signed up to attend convention and each student board member is in the process of reaching out to the student chapter presidents encouraging students to sign up. A more formal report will be presented at the March Board meeting.

XI. Membership Update

Mr. Alpe presented the [membership report](#) and Ms. Burk reviewed the recruitment and retention membership activities. A calling campaign will begin right after the Spring convention to non-renewed and recently lapsed members.

Ms. Burk gave an update that staff are partnering with CS Effect, who will be assisting with strategic communication goals and strategies.

MOTION: It was moved and seconded to APPROVE the Life Membership and Dues Waivers.

The motion PASSED.

MOTION: It was moved and seconded to APPROVE the Medical Disability Waivers.

The motion PASSED.

XII. Department Reports

The Department Chairs written reports were presented.

Dr. Wong discussed the frustration of residents in terms of communications and developing a strategy for resident stakeholders. Dr. Williams suggested the HUB along with the new resident council members should reach out directly to resident members.

XIII. Approval of the 2023 Distinguished Fellow Awards

Ms. Burk presented the Distinguished Fellows' awards nominees.

MOTION: It was moved and seconded to APPROVE the 2023 Distinguished Fellows.

The motion PASSED.

Drs. Bixler, Kessler, Misra and Williams abstained from the vote.

XIV. Revised Georgia ACOFP Bylaws

Dr. Tsompanidis explained that Georgia has a new Executive Director, and therefore new bylaws were created to replace those that can't be found.

MOTION: It was moved and seconded to APPROVE the Georgia ACOFP Bylaws.

The motion PASSED.

XV. Consent Agenda

MOTION: It was moved and seconded to APPROVE the December 4, 2022, Minutes.

The motion PASSED.

MOTION: It was moved and seconded to APPROVE Mr. Moore's 2023 performance goals as presented.

The motion PASSED.

XVI. Adjournment

MOTION: It was moved and seconded to adjourn the Board meeting.

The motion PASSED.

The Board meeting was adjourned at 12:34 pm CST on February 12, 2023.

Respectfully submitted,



Bob Moore, MA, CAE
ACOFP Executive Director