

MINUTES

ACPV Board of Governors Meeting

Sunday, August 7, 2016

6:30 am to 10:30 am

Marriott Rivercenter Hotel, Salon C

San Antonio, TX

Meeting Called By: President Becky Tilley

Note Taker: Janece Bevans-Kerr

Attendees: *Governors:* Becky Tilley, Sam Christenberry, Ken Opengart, Karen Grogan, James Barton, Hector Cervantes, Mark Bureson, Helen Wojcinski, Patricia Dunn, Philip Stayer, Kelli Jones, Robin Gilbert, Sharon Heins-Miller
Committee Chairs and Members: Elena Behnke, Matilde Alfonso, Steve Collett, Rocio Crespo, Dan Domingo, Mary Pantin-Jackwood
Directors: Bob Bevans-Kerr, Janece Bevans-Kerr

Call to Order

President Becky Tilley called the meeting to order and welcomed all attending.

Minutes of the Previous Meeting

Action Item: Motion to approve the minutes of the February 29th Board of Governors meeting.-James Barton

Second: Robin Gilbert

Motion passed

Financial Report and 2015-2016 Budget

2015 income for the College came from exam eligibility fees, examination fees, dues, annual meeting contributions, workshop contributions, workshop income and interest for a total income of \$65,205. 2015 expenses totaled \$73,282. There was a shortfall of 8,077 which was expected due to exam revision expenses. Year to date results as of 6/30/16 for fiscal year 2016 (ACPV's fiscal year is January 1-December 31) was \$90,641.94 in total assets, \$22,732 in 2016 income, and \$25,879 in 2016 expenses. Bob Bevans-Kerr presented a 2017 draft budget which projected a total income of \$59,280 and total expenses of \$56,115. \$4,000 of income in the draft budget was for "Annual Meeting Contribution" which for the last several years has been income brought in by the Board of Governors—basically contributions from their companies. Discussion included that this is not always a viable source of income depending on the type of company or academic institution the governor works for. Alternate types of funding were discussed.

Action Item: Motion to establish a board sub-committee to address the best way to get funds to cover the cost of the annual meeting. Ken Opengart

Second: Kelli Jones

Motion passed.

Bob Bevans-Kerr proposed that the budget be changed to eliminate the Annual Meeting Contribution line, change the Online Presence line from \$3,400 to \$3,000 and the Workshop Income line from \$7,000 to 10,000.

Action Item: Motion to approve the budget as amended. --Patty Dunn

Second: James Barton

Motion passed.

The changes in the proposed budget eliminates the need for a subcommittee to find alternate funding sources for the Annual Meeting.

Report on 10-year CE Review and Dues Collection

Janece Bevans-Kerr reported. Update from 2015 report: Of the 2004 Diplomates, two had insufficient CE. One has since submitted sufficient CE, the other submitted no CE. Of the 1994 Diplomate class, one has insufficient CE and he is currently in communication with the College. The 2016 ten year CE review shows one Diplomate with insufficient CE. (She has not submitted CE since 2008.)

Dues payments: 295 total Diplomates in the College. 253 Diplomates, 38 Emeritus Members and 4 Honorary Members. 96% of those required to pay dues are paid. 10 Diplomates have not paid.

Recommend the following members be removed from the College for non-payment of dues:

James Guy

Thomas Holder

Susan Lockaby

Lorrie Brundige

Action Item: The following governors will contact the Diplomates: Becky Tilley—James Guy, Kelli Jones—Thomas Holder, Sam Christenberry—Susan Lockaby, Karen Grogan—Lorrie Brundige

Action Item: Office will send a letter asking for payment to Diplomates. If they have not responded within 45 days, they will be removed from the College.

Credentials Review Committee Report

Elena Behnke, chair of the Credentials Review Committee reported.

1. 2016 Exam Candidates Report: Eleven new candidates applied to take the 2016 exam and their applications were reviewed by the committee. Eight applicants were accepted to sit for the exam.
2. The Board of Governors asked the Credentials Review Committee to review the current application requirements regarding author publications. This is because feedback from the ABVS 5 year review indicated that the ABVS reviewers would like to see more information provided to candidates on the publication requirements. The Credentials Review Committee recommended the following actions:
 - a. Include additional Language describing key elements of sections of successful papers: abstract, introduction, materials and methods, results, discussion, summary and references
 - b. Strengthen publication requirements and relevance to the industry by ensuring that at least one of the required submission is published in a peer-reviewed journal or equivalent or accepted for publishing within the previous 5 years
 - c. Clarify that three distinct papers must be submitted for full consideration.
 - d. Reduce bias by blinding Credentialing Committee members to the publication during the review process.

The Committee presented proposed changes to the ACPV Policy on Credentialing and the ACPV Procedures Manual if their recommendations were accepted by the BOG. The Board accepted all the wording changes to the Policy document, except bullet point #5 in the 2.1 Publications section. They did not agree that the publication must be accepted for publication in a peer reviewed journal.

Action Item: The CR Committee will reword bullet point 5 and bring it back to the BOG.

Examinations Committee

Steve Collett, chair of the Examinations Committee reported.

11 candidates took the exam and 5 passed or 45%. 3 of the passing candidates passed on their first attempt, 2 passed on their second attempt.

Suggestion for improvement from the chair: It is difficult for this committee to develop a sense of continuity since there is a new chair every year. The chair and chair-elect need to work more closely together. Next year would like to reference each question in the exam. Even though the exam will not be changed substantially until 2021, there should be some process implemented to keep the exam up to date. Only the Exam Committee graded the Practical section of the exam this year and this same practice should be continued going forward. This is because the Practical Exam now has questions graded using rubrics and it takes some training to grade. Extra graders can help with the Images section of the exam. The Multiple Choice section of the exam was graded electronically.

Action item: ACPV needs to develop a cheating policy.

Change over with committee suggestions? Vice chair and chair need to work more closely together.

Action Item: Some Diplomates need to be selected to go through question writing training in preparation of the next revision cycle.

Action item: Motion to make a committee to reference the exam from committee.

Second: Ken Opengart.

Motion passed.

The following candidates passed the exam.

Alexis Kiers

Seiche Genger

Fu Choong Keat

Julie Kelly

John Schleifer

Action item: Motion to accept passing candidates into College from committee

Motion passed.

Continuing Education Committee

1. 2016 ACPV Workshop

Rocio Crespo, chair, reported. The ACPV workshop, *Disaster/Emergency Preparedness with Emphasis on Avian Influenza*, was held on April 26, 2016 in Vancouver, CA. Total registered attendees was 91; 30 ACPV members, 42 non-ACPV members, 10 students and 9 complimentary registrants (speakers.) The workshop had 2 Platinum sponsors, 1 Gold sponsor and 8 Silver sponsors. They made a profit of \$4,419. Evaluations were generally very positive.

2. Dr. Crespo submitted a new "Guidelines for Preparing a Workshop Budget" as requested by the Board of Governors.

3. 2017 ACPV Workshops

Dan Domingo, chair-elect reported. The committee proposed two ACPV workshops for 2017, March 19, 2017 American College of Poultry Veterinarians-Sponsored Workshop titled, *The Challenges of the Veterinary Feed Directive (VFD) and Evolving Poultry Production: Considerations and the Role of the Poultry Veterinarian*, held at the Western Poultry Disease Conference in Sacramento, CA.

and

September 25, 2017 American College of Poultry Veterinarians-Sponsored Workshop titled, *ENGAGE Communication Workshop: The Power of Shared Values*, held at the National Meeting on Poultry Health and Processing in Ocean City, MD.

Action item: Motion to accept proposed workshops. -- James Barton

Second: Ken Opengart

Motion passed.

Action item: Put the new schedule for Continuing Education chair-elect in the Procedures manual.

Action item: Begin committee handbooks/SOPs.

Recertification Committee

Mary Pantin-Jackwood, chair, reported.

The committee was charged to review and approve ACPV Diplomate CE submissions. The task was to accurately review members' annual submissions for CE for accuracy and relevance. Each committee member reviewed a portion of the ACPV Diplomate 2015 CE submissions, checking if enough CE was submitted and if the meetings/other CE were acceptable. This year the committee reviewed 239 CE submissions and requested further information from 12 of those. Of those 6 submitted sufficient CE, 6 had insufficient CE making 2015 and exempt year for them and 1 received a waiver for 2015. Some of the documentation received was not specific enough to determine CE hours. The guidelines will be revised for clarity. Submission of CE by the deadline is still a problem. The committee is open to suggestions on how to get Diplomates to submit on time.

Training Program Review Committee Report

Action Item: The University of Pennsylvania will be removed from list of Training Programs.

Auburn University is attempting to start a program. Intention of program is more pathology based. Tami Kelly, Susan Lockaby and Joe Giambone are working to develop the curriculum. Looking to support one student at a time.

ABVS Report

James Barton, ACPV's representative to the ABVS, reported.

ACPV turned in the 5 year report in November. It was reviewed in the spring. A few recommendations from the review are being worked on. It was a good report. ABVS news: There is a proposal to create a sports rehab group. As of now, it will not be accepted. An Initiative is under way to restructure the ABVS to be a smaller group. This is mostly due to funds. The current structure a bit cumbersome and inefficient. Not sure if ACPV will be selected to be one of the major participants after the restructure.

Report from the AAAP Liaison

Hector Cervantes

The AAAP website will be moved to a mobile friendly platform. The AAAP Board of Directors considered feedback from a focus group of Y-gen members. AAAP formalized a policy and application for Student Chapters. A new Small Flock committee will address how to help practitioners working with urban chickens. AVMA fellows reported to the Board on their experiences. The AVMA is just forming a new committee on antimicrobials. Randy Singer reported on S-FAR and a United Nations meeting. The History Committee is planning a booklet for 60th anniversary next year. The number of articles accepted last year for the journal is down. There will be a new edition of Diseases of Poultry in 2018. A Hall of Honor award will be given for first time this year. The Board discussed how it will go forward. There are a growing the number of scholarships in the Foundation. A new Foundation Development committee has been formed. The AAAP Sponsorship committee raised over \$150,000. Joe Feeks from PR Works talked with the board. He is helping AAAP pro bono with getting position statements out. This is Dr. Hofacre is last year as ExVP.

BOG Subcommittee Recommendations for Outreach

Phil Stayer

ACPV is a service organization and should be doing more to interact with the wider community. The subcommittee has a two part recommendation with that in mind:

1. Make changes to the ACPV website so that when the public queries "poultry medicine," ACPV will come up on website.

2. Have a list of experts on the ACPV website who are willing to help with small flocks/backyard chickens. A regional contact list is important.

Discussion included: a partial solution to raising ACPV's ranking on a search engine is to have good content and changing content. AAAP is looking at this issue too and has decided to put the *Avian Diseases* manual online for open access. They are going to be looking at it carefully for financial implications. AAAP is also looking at a listing of members willing to help the public. Perhaps ACPV can dovetail with AAAP on that. List people as poultry expert—what's the definition of that? ABVS suggests using "board certified" instead of "poultry expert." Since ACPV would control the list the title is not so much of an issue.

ACPV Code of Ethics

Discussion tabled until next meeting.

New Chairs and Committee Members 2016-2017

New committee chairs and members approved are as follows:

Continuing Education Committee

Chair: Dan Domingo

Chair-Elect: Alejandro Banda

Committee Members: Rocio Crespo--Past Chair, Joel Cline, Ben Johnson, Blayne Mozisek

Credentials Review Committee

Chair: Tim Cummings

Committee: Matilde Alfonso, Dennis Wages

Recertification Committee

Chair: Mary Pantin-Jackwood

Committee: Sharon Miller, Emily Martin, Takumo Niino, Kabel Robbins, Lynne Luna, Darko Mitevski, Babak Sanei

Training Program Review Committee

Chair: Sue Ann Hubbard

Committee: Dave Fernandez, Dan Shaw

Examinations Committee

Chair: Takumo Niino

Committee: Steve Collett—Past Chair, Elise Myers, Ian Rubinoff, Natalie Armour, Yuko Sato, Sarah Tilley

Nominations Committee

Chair: Trish Marsh Johnson

Committee: Ken Opengart, David Rives

Emeritus Applications

Motion to approve Emeritus Status application for Richard Witter.—Mark Burleson

Second: Ken Opengart

Motion passed.

Final Discussion

The Board is in general favor of merging the ACPV and AAAP websites. Bob Bevans-Kerr will report back with more specifics.

Adjournment

Motion to adjourn the meeting. —James Barton.

Second: Sam Christenberry, Motion passed.