## **Logo Description automatically generatedACPV Board of Governors Meeting**

MARCH 25, 2021

2:00 to 3:30 pm EST

Virtual Meeting

*Attendees: Rocio Crespo, Susan Williams, Andrea Zedek, Mark Bland, Gregorio Rosales, Jose Linares, Joel Cline, James Barton, Ian Rubinoff, Bruce Stewart Brown, Ricardo Munoz, Ricardo Gallardo, Tina Wang, Mo Saif, Rosemary Marusak, and Kate Hayes.*

*Note Taker: Diana Kerr*

***Call to Order*** *Meeting called by: President Rocio Crespo*

### **Minutes of the Previous Meeting**

### ***Action Item:*** *Motion to approve minutes of September 29, 2020 meeting.*

*Motion By: Susan Williams*

*Second By: Gregorio Rosales*

*Motion carried; minutes approved.*

### **Reports**

Dues Payment and CE Update

*Janece Bevans-Kerr, reported.*

*As of March 18, 2021, dues for ACPV included 263 paid member dues, 49 emeritus, and 5 honorary members. A total of 93% have paid dues. 19 ACPV members must claim an exempt year due to lack of CE. Efforts were made by the ACPV office to contact lapsed members and 2 responded that they want to be removed from the college. It is important to note that you must apply to the college and be approved for Emeritus membership.*

***Action Item:*** *Announce that you must apply for the emeritus on the renewal form or announce it on the ACPV website.*

2021 Workshop Report

*Ricardo Munoz, reported.*

*Overall, there was great participation of the 2021 workshop especially international participation. Almost 22K was raised from sponsorship and 28K from registration, the total expenses were 12K. Overall total profit was 38K. A total of 24% of registrants viewed the presentations and have completed the exams for CE. We created a committee of experts in the field such as Donna Hill and Jose Bruzual* *from the member feedback. The selected topics turned into a great program and product for the ACPV. The committee hopes that the materials will become a manual for the ACPV in the same concept of the current AAAP Biosecurity Manual or reference material for poultry schools.*

*Discussion on submitting the material as a supplement to the Avian Diseases journal. There would be a cost involved for a special edition in the journal while a manual could be presented to the BOD for approval and will be paid by the AAAP.*

Exam Revision Ad Hoc Committee report

*Ian Rubinoff reported.*

*The committee working on the exam revision has thrown out the outdated questions and are revising current questions and writing new questions.; they have enough for 3 full exams. They have a percentage of KSA’s and a bank of questions which will create a new exam each year and mark questions with the year that they were used. Will not repeat questions more than 30% each year.*

***Action Item****: The committee will resend the email sent in January for a request in questions and the Exam Committee will review and move forward with adoption of the questions.*

***Action Item:*** *The Committee will also put up some sample questions on the website for candidate review by June 1.*

*Report continued. The hardest section to grade is the practical because the graders need to understand what is being graded.*

***Action Item:*** *The committee will put up an example of an old question along with the rubric so that candidates and future graders can see how the practical section is graded.*

*Discussion arose regarding doing away with the practical section of the exam but further action was not taken.*

*The Angoff scoring will begin after the revision.*

Exam Committee 2021 exam update

*Kate Hayes reported.*

*The committee has decided to hold the exam at five different testing sites away from the Annual Meeting. It is not necessarily a permanent change and the committee will revisit if it should hold the exam away from the Annual Meeting. The overall costs and the ease of grading will be evaluated. Exam candidates were consulted when the five sites were selected.*

### **New Business**

Proposal to revise the ACPV Procedural Manual

*Kate Hayes reported.*

*The exam committee has updated the current Exam Committee entry in the Procedural Manual and is currently working on separate SOPs that explain Procedural Manual processes in more detail.*

***Action Item:*** *Motion to approve the update of the exam section in the ACPV procedure manual and include the SOPs from the exam committee.*

*Motion By: Exam Committee*

*Motion carried; SOP to be included.*

Proposal to waive the requirement for ACPV faculty in ACPV Training Programs

*Mo Saif presented.*

*Dr. Saif made a request to consider modifying the ways that programs qualify as an ACPV training program. If there is a group of people that are doing research on poultry health the program should be included in the list of ACPV Training Programs.*

*OR*

*Have another category of university poultry health programs who do not meet the requirements as an advertisement of different programs of poultry health.*

*Discussion on listing/endorsement of a college that does not meet the training program criteria of the ACPV bylaws on the ACPV website.*

***Action Item:*** *Motion to consider a plan to list poultry programs that do not meet residency specification on the ACPV website.*

*Motion By: James Barton*

*Seconded By: Mark Bland*

*Discussion on whether ACPV should be the main avenue for advertisement vs AAAP and the procedure for colleges who want to be included on the website list.*

***Proposed Amendment:*** *To include, “the ACPV President will form an ad hoc committee or charge the training review program to review the plan and report back to the board.”*

*Motion By: James Barton*

*Seconded By: Mark Bland*

*Motion carried; to consider a plan to list poultry programs on ACPV website.*

***Action Item:*** *President Crespo will assign a committee to review a plan to list poultry programs that do not meet the current training program requirements.*

Training Program Review Committee new criteria for review proposal

*Rodrigo Gallardo reported*

*The committee has revised the training program review form that is sent each year to the training programs and is the basis for the committee’s review. It includes a new section with questions that focus on how the training programs are teaching the various content areas tested on the ACPV exam. The committee has also created an online form which will make collecting the data much easier and more efficient..*

***Action Item:*** *The committee will update the instructions and change the term “Degree” to Instructor Degree.*

***Action Item:*** *Motion to adopt the new online form.*

*Motion by; Training Program Review Committee*

*Motion carried: online form adopted.*

2021 Workshop Proposal

*Carol Cardona and Rosemary Marusak*

*Rosemary Marusak presented.*

*The 2022 workshop focuses on secure state supply plans for permitting purposes. It will cover what they do and what it takes to put together a plan and have a tabletop discussion and an app for exercises. A list of speakers for the workshop as well as the titles was included. Working groups are made up of academia, industry and state.*

*Discussion centered on the audience for the 2022 proposed workshop and whether the workshop should be virtual or face to face in conjunction with the WPDC meeting in Vancouver, Canada. The committee might want to include other state metrics, the Canadian perspective, and invite swine producers who also have a plan in place. The main objective is to create a program that provides our diplomates training opportunities that are pertinent in their careers.*

***Action Item:*** *The committee will revise the workshop proposal based on the feedback from the board.*

***Action Item:*** *Motion to accept proposal for 2022 with the expectation that the agenda will be revised to include a broader perspective.*

*Motion By: James Barton*

*Second: Susan Williams*

*Motion carried; 2022 workshop proposal approved.*

*Approve Emeritus Applications*

***Action Item:*** *Motion to approve 2 applications received from Dr. Daniel Karunakaran and Dr. Jean Sander for ACPV Emeritus Membership.*

*Motion by: Jose Linares*

*Seconded by: Susan Williams*

*Motion carried; emeritus applications approved.*

*There was discussion about what to do about diplomates requesting Emeritus status who are still consulting. Should there be a method to measure the amount of consulting being done in the Emeritus application? No action was taken.*

### **Adjourn**