

Surgical Caucus of the AMA Executive Committee
Tuesday, June 11th, 2019

Minutes of Meeting

Members Present

Chair: C. Bob Basu, MD, MPH, MBA, FACS
Chair-elect: Steve Chen, MD, MBA, FACS
Treasurer: Mary Ann Contogiannis, MD
Members At-Large: Tripti Kataria, MD and Alisha Reiss, MD
ACS Delegate: Patricia Turner, MD, FACS
RFS Representative: Helene Nepomuceno, MD
Caucus Administrator: Jon Sutton

Members Absent

Secretary: Willie Underwood, III, MD, MSc, MPH
OMSS Representative: Raj Lal, MD, FACS

Call to Order: Dr. Basu called the meeting to order at 6:45 a.m. The Executive Committee was reminded that during discussion of potential program topics for the educational session, those with a potential conflict of interest should indicate such and recuse themselves from the discussion.

Approval of Minutes: A motion was made, seconded and **CARRIED** to approve the January 29th, 2019 conference call summary as submitted.

Reports of the Officers: The Treasurers Report was provided for the information of the Executive Committee as it had already been approved by the Caucus on Saturday, June 8 during the business meeting. Mr. Sutton explained the timeline for dues collection, starting in late August/early September with letters to the specialty societies asking them to pay for their delegates/alternates, then individual dues notices sent out later in October. It was noted that with pending expenses for the I-18 meeting, and increases in hotel costs for food/beverage and A/V, that it might be time to consider raising the dues in order to maintain a better financial cushion from meeting to meeting. One suggestion was to go to \$60 per year, and another was to jump to \$75 per year. A motion was made, seconded and **CARRIED** to raise Surgical Caucus dues from \$50 to \$60 per year.

Mr. Sutton noted that the special solicitation to help cover the cost of the 30th anniversary pins and the cake at the Handbook Review raised about \$1000, covering the cost of both items. Executive Committee members indicated their appreciation for how nice the pin turned out, and it was suggested the remaining pins be brought to the I-19 meeting for further distribution.

Other Items: Mr. Sutton informed the Executive Committee that he was officially retiring on April 30, 2020. As such, his last HOD meeting will be I-19. He noted that future staffing for the Caucus would be on-going, and that his intention was for a smooth

transition to another Caucus Administrator. The Executive Committee congratulated him and expressed great appreciation for his many years of managing the Caucus.

Meeting Schedule: The Executive Committee expressed overall support for the current meeting schedule, noting that timing of Caucus events has established an important routine for surgeon and other specialty delegates. It was suggested that, since the Handbook Review session was operating much more efficiently due to the use of the consent calendar, that consideration should be given to starting a little later in the morning. Currently, the Caucus meets at 6:45 a.m. and has the room until 9:30 a.m. (with breakfast set at 6:30 a.m. for early arrivers). One idea was to start at 7:00 a.m., and the other was to start at 7:30 a.m. Dr. Basu noted that he and Mr. Sutton would put together an email to the Surgical Caucus wrapping up the HOD meeting and directing them to a Doodle poll giving them the opportunity to weigh in on a revised start time.

Handbook Review/Business Meeting: The handbook review/business session continues to be well-attended, with vigorous discussion of the most important issues to surgeons and other specialty delegations. The EC expressed continued support for each reference committee to be considered as a consent calendar with individual delegates pulling items to discuss instead of going item by item to see if there was any discussion, and noted this had created greater efficiencies in the meeting.

Education Session: The Executive Committee noted the program on intimate partner violence had very good content and speakers. There was some concern over the lower attendance, especially for such an important topic. It was suggested that better advertising of the session, and perhaps joint sponsorship with other caucus' or sections might help raise attendance. There was also mention made of making sure the Caucus kept schedule conflicts to a minimum with SSS, which is currently the case when the Caucus starts at 10:00 a.m.

Topics for future sessions were discussed, and included the following:

1. Stop the Bleed: A session on the Stop the Bleed course, including hands on training.
2. Disaster deployment and the use of mobile units.

Mr. Sutton noted the ACS had changed some deadlines in the CME application process, requiring that applications be submitted at least 3 months in advance instead of 2 months in advance. The Planning Committee will need to meet by conference call in July to confirm a topic and speakers.

Nominating Committee: A Nominating Committee is selected at the June meeting, and according to the bylaws the chair must be a Member At large. Dr. Reiss will serve as chair of this committee, and it was suggest other members of the committee might include: Hans Arora, Tim Kresowik, Kevin Flaherty, and Kevin Reavis. Dr. Reiss noted she will contact these Caucus members to determine their willingness to serve on the committee, and a slate will be developed for the November Business Session.

Positions to fill will include two members at large – one through 11/21 and one through 11/22 – and one officer. With the election of Dr. Underwood to the AMA BOT, his schedule likely would prevent him from serving on the Executive Committee, meaning Dr. Contogiannis could move up to Secretary and leaving the Treasurer position open. Dr. Kataria expressed interest in continuing to serve on the Executive Committee and would be eligible to be Treasurer. It was also noted that Jessica Krant, Naveen Sangji, and Maristella Evangelista would be good candidates for the at-large positions.

Executive Session: The Executive Committee went into executive session for a brief discussion of administrative and staff matters.

Adjournment: There being no further business, the meeting was adjourned at 7:30 a.m.

Respectfully Submitted,

Steven Chen, MD, MBA, FACS