

MINUTES

AMERICAN COLLEGE OF VETERINARY DERMATOLOGY ANNUAL GENERAL MEMBERSHIP MEETING

May 3, 2018
Maui, Hawaii

Dr. Rosanna Marsella, President, called the meeting to order at 5:53PM. Members present were Drs. Akridge, Angus, Ashley, Atlee, Bartlett, Beadleston, Beningo, Bizikova, Blessing, Bloom, Bourgeois, Bowden, Budgin, Cain, K. Campbell, Candito, Cannon, Clark, Codner, Contreary, Crothers, Crow, Darby, DeJaham, Dell, DeManuelle, Diaz, Diesel, Doerr, Dong, Donnelly, Drake, Duclos, Edginton, Fadok, Farver, Fickle, Foster, Frank, Frazer, Garfield, Gimmler, Goodale, Gortel, Graham-Mize, Gray, J. Griffin, Gunter, Haarstad, Hall, Halliwell, N. Hensel, P. Hensel, Hillier, Hnot, Holm, Irwin, Jazic, Keppel, Kidney, Kirby, Koch, Kunder, Kwochka, Lam, Laporte, Layne, Lee, LeRoy, D. Lewis, T. Lewis, Liska, Lo, Logas, Lorch, Marsella, Matousek, McFadden, McKay, McKeever, Mesman, Messinger, Metry, Meyer, A. Miller, R. Miller, Moriello, Morris, Mount, Mueller, Mundell, Nagle, Oldenhoff, Outerbridge, Page, Palmeiro, Patterson, Pieper, Pinchbeck, Plant, Preziosi, Pye, Randall, Rees, Restrepo, Roberts, Rock, Rosenberg, Rosenkrantz, Rosser, Rothstein, Santoro, Sauve, A. Schick, R. Schick, Schissler, Schmeitzel, Schmidt, Scott, Schwassmann, Seltzer, Senter, Shumaker, Simoes, Song, Spiegel, Stewart, Strauss, Tater, Theus, U. Thomas, Thompson, Torres, Trimmer, Udenberg, Vogel, Voie, Waisglass, Watson, Werner, Westermeyer, A. White, S. White, B. Wildermuth, K. Wildermuth, Williamson, Wilson, Yu, Zabel and A. Borich was also present.

MINUTES OF PREVIOUS MEETING (2017) – R. Marsella

There were no questions or comments regarding the 2017 minutes.

D. Logas made a motion to accept the minutes.

E. Rosser seconded the motion.

The minutes were accepted.

TREASURER'S REPORT – A. Patterson

The treasurer's report was projected on a screen for the members to view.

Thank you to the finance committee for obtaining corporate sponsorship to support research. There has been a declining trend in corporate dollars. In 2015 we created the Wish Fund with the idea of increasing the capital of the Wish Fund through investments to get to \$500,000 then utilize the interest from that account to support research in the event that corporate sponsorship of the research foundation continues to decline. Since 2015 the Wish Fund has increased by \$81,000 with just \$5,000 in member contributions and good investment strategies. If you would like to earmark donations for the Wish Fund please click that button on the website or make a notation on your check.

The Exec Board has proposed increasing the dues from \$275 to \$350 this year to cover operating costs.

Discussed followed that our dues are low compared to other colleges. Our last dues increase was 8-9 years ago. The dues increase in part is to cover the cost of hiring a company to assist with the job task analysis and creating a blueprint for our exam. The job task analysis is required every ten years by the ABVS and is due this year. There may be additional expenses related to the job task analysis or exam process that we are not aware of at this time. The college is relying on the expertise from a professional company to ensure our exam is defensible. The college does not want to operate in a

deficit. We know the cost of the job task analysis but we don't know future expenses. To cover just the current JTA expenses would need to increase the dues for each member \$175 for one time this year.

Agree to increase the dues to \$350 at this time.

D. Logas made a motion to accept the treasurer's report.

R. Mueller seconded.

The report was accepted.

CREDENTIALS COMMITTEE – E. Jazic

Thank you to the committee members: Drs. Edginton, Eckholm, Goodale, Santoro and Simoes.

Sixteen case reports were submitted in 2017. Of those twelve passed on initial review, three passed on second review and one failed.

Twenty credentials packets were submitted and nineteen were accepted. Sixteen alternative case reports were submitted. Five residents chose to submit two alternative case reports.

We sent a survey to current and recent residents and twenty-three of them completed the survey regarding what textbooks and journals they are using to study for the exam preparation.

Discussed the benefit of submitting traditional case reports because there is a definite timeline when the residents will know the results of the case report review. With alternative case reports the resident must rely on the publishers timeline and in some cases it can be very close to the credentials due date.

Discussion followed that sixteen residents had alternative case reports accepted. Not sure what specific journals were used however they are all on the approved list that is posted on the website. Maybe adding which journals accepted alternative case reports may be a future survey question for residents.

A. Diesel made a motion to accept the credentials report.

R. Mueller seconded.

Credentials report was accepted.

EXAMINATION COMMITTEE – A. White

Thank you to the members of the exam and AOK committees. Going forward there will be the exam administration committee and the question writing committee which is the former AOK committee. For 2017 the exam committee members were: Drs. Doerr, Shumaker-Meyer, Pieper, Bajwa and Lam. This year we added Dr. Rook to the exam committee. The members of the question writing committee this year are: Drs. Schissler, Fadok, Roberts, Kunder, Cain and Moriello.

The 2017 exam was held at Western University in Pomona, California. Twenty-four candidates took the exam. Of the twenty-four, nineteen took the exam for the first time and five were repeat test takers. Of the nineteen first time takers, eleven passed for a first time pass rate of 57.9%. Fourteen of twenty-four candidates passed the exam for an overall pass rate of 58.3%.

Acknowledged the new members present at the general meeting. The new members are wearing a ribbon on their name badge and will be formally introduced at the Diplomate dinner.

D. Logas made a motion to accept the exam committee report.

A. Schick seconded.
Examination report was accepted.

EDUCATION COMMITTEE – A. Diesel

Thank you to the committee members: Drs. Rosenberg who will take over as chair after the Austin meeting in 2019; Bourgeois, Diaz, Gimmler and Mount.

In 2017 the committee evaluated forty-six progress reports and all were approved. The committee sent nineteen letters of completion in 2017. The residents have already submitted their annual progress reports this year and the corresponding mentor reports are due May 15.

The education guidelines are under revision. Larger revisions may require the establishment of an ad hoc committee to help. The exam question submission by residency program mentors was eliminated last year. However, you are encouraged to submit questions if you like.

The online program descriptions are currently up to date. Several new programs were submitted for consideration and the committee thanks you for your patience during the process. Five of the new programs are still in process.

Goals include revision of the credentials guidelines and making sure the committee SOP is up to date.

R. Mueller made a motion to accept the education report.
M. Clark seconded the motion.
Education report was accepted.

NEW BUSINESS

NOMINATING COMMITTEE:

The committee has nominated K. Holm for the Member-at-Large and A. Patterson for the position of Secretary. The ballots were counted and the results are as follows:

K. Holm for Member-at-Large: Yay = 135, Nay = 2, Abstain = 2
A. Patterson for Secretary: Yay = 139, Nay = 0, Abstain = 0

A. Schick made a motion to accept the two new exec board members
R. Mueller seconded the motion.
K. Holm and A. Patterson were approved as new board members.

BY-LAW PROPOSED CHANGES:

There are five by-law proposals: Hardship/Fees, Membership Termination, Emeritus Status, Charter Diplomat Removal and ABVS Mediation. The proposed changes were posted on the website 30 days prior to the meeting for review by the members. Paper ballots were provided today and the members were asked to complete the ballot anonymously for the two exec board member proposals and five by-law proposals.

Discussion followed that paper ballots are being utilized today because the last attempt to vote electronically took ten months to get enough votes to make a quorum that is required by our constitution. In the future we would like to do anonymous electronic voting and ask you all to participate.

The by-law proposals are below. All five by-law proposals were approved and passed. The ballot totals are listed after each proposal below.

PROPOSED CHANGE 1 of 5

Reason for changes: In the past year, there were several natural disasters

Current By-Laws

ARTICLE VI

Fees and Fiscal Matters

Section 1

(a) An Annual membership fee shall be collected from all members which is due on or before October 1 each year. Members shall be adjudged delinquent if they are 1 year in arrears, and may be voted for removal by the membership if 2 years have elapsed without payment.

(b) A member may apply for temporary suspension of their ACVD College membership dues for medical reasons (See Article XIV, Suspension of Diplomate Status).

Suggested Changes to By-Laws

ARTICLE VI

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~~(b) A member may apply for temporary suspension of their ACVD College membership dues for medical reasons (See Article XIV, Suspension of Diplomate Status).~~

(b) Members experiencing suffering unanticipated financial hardship may apply to the ACVD Executive Board for a one year waiver of dues. This waiver is intended to allow a member to retain membership during a temporary but significant financial hardship. Requests for a dues waiver may be considered by the Board at their discretion, and sequential yearly requests may be approved a maximum of 5 times.

The following reasons will be considered financial hardships eligible for consideration by the Board.

1) Damage of primary place of employment (defined as the location in which the member earns at least 50% of their annual wages) and loss of employment for at least 4 weeks. The member should submit documentation that substantiates loss of income or damage to property.

2) Damage to primary residence causing member to leave primary residence for at least 4 weeks. The member should submit documentation that substantiates damage to property.

3) Medical illness that prevents the member from regular employment (defined as over 20 hours each month), or extended disability, resulting in substantial reduction in income. The member should submit documentation of medical illness or disability from their physician.

4) Other exceptional circumstances may be considered by the ACVD Executive Board on an individual basis. The member should submit documentation that substantiates loss of income.

If a one-year waiver of ACVD College membership dues is granted, the member is considered an active ACVD member in good standing. A dues waiver does not preclude the requirements pertaining to Maintenance of Certification (Article IX, Section 1).

BALLOT TOTAL: YAY = 130, NAY = 3, ABSTAIN = 0

PROPOSED CHANGE 2 of 5

Current By-Laws

ARTICLE XIV

Suspension, Termination and Reinstatement of Active Diplomate Status

Section 1: Suspension of Active Diplomate Status

(a) A member may apply for temporary suspension of their ACVD College membership and membership dues for medical reasons. If a member, due to a medical infirmity, is unable to be employed to work, the member can apply to the Executive Board for a one year reprieve of their dues and suspension of their membership. This temporary suspension will be renewable for up to 5 consecutive years on an annual basis (October 1 through September 30). The member must apply on an annual basis for this temporary suspension (by October 1). The application will be assessed on a case by case basis by the Executive Board, and documentation of disability may be required.

(b) If the temporary suspension is granted, the member will not possess any of the rights or responsibilities of a member in good standing. Suspended members lose the following benefits: the ability to claim membership status in the ACVD, the right to vote, hold office, and attend business meetings of the College; the subscription to Veterinary Dermatology: An International Journal; member discount for meeting registration at the North American Veterinary Dermatology Forum and World Congress of Veterinary Dermatology; listing as an ACVD Diplomate in the ACVD Directory, ACVD website, and the AVMA Directory; use of the ACVD logo, and other privileges deemed appropriate by the Board. The temporarily suspended member cannot be a mentor for an ACVD residency program.

(c) If, after five consecutive years, the suspended member is still unable to work, that member can ask to be considered for Emeritus status by the Executive Board. If Emeritus status is granted, no fees or dues will be collected. All rights and responsibilities of Emeritus members would be conferred upon the member.

Section 2: Termination of Active Diplomate Status

(a) Active membership in the ACVD will be terminated for failure to comply with maintenance of certification. If an individual does not meet their maintenance of certification requirements, the individual's membership will be terminated on December 31 the tenth year of their maintenance of certification term.

(b) Active membership in the ACVD may be terminated for (1) failure to pay dues two years in a row, (2) unethical behavior, (3) professional incompetence, (4) or other actions resulting in disciplinary action such as suspension of licensure by a state's veterinary medical licensing board. A recommendation for termination of Diplomate Status will be made by the Executive Board and voted upon by the membership. (c) Terminated members lose the following benefits: the ability to claim membership status in the ACVD; the right to vote, hold office, and attend business meetings of the College; the subscription to Veterinary Dermatology: An International Journal; receipt of Dipderm listserv messages; member discount for meeting registration at the North American Veterinary Dermatology Forum and World Congress of Veterinary Dermatology; listing as an ACVD Diplomate in the ACVD Directory, ACVD website, and the AVMA Directory; use of the ACVD logo, and other privileges deemed appropriate by the Board. A terminated member cannot be a mentor for an ACVD residency program.

Suggested Changes to By-Law

Reason to remove suspension (Section 1) is that it is no longer needed with the Hardship change.

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(b) Active membership in the ACVD may be terminated for (1) failure to pay dues two years in a row, (2) unethical behavior as defined by the Principle of Veterinary Medical Ethics of the AVMA, (3) professional incompetence, (4) or other actions resulting in disciplinary action such as suspension or termination of licensure by a state's veterinary medical licensing board. A recommendation for termination of Diplomate Status will be made by the Executive Board and voted upon by the membership.

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BALLOT TOTAL: YAY = 132, NAY = 0, ABSTAIN = 7

PROPOSED CHANGE 3 of 5

Current By-Laws

Article V

Section 6: Emeritus Status

A member in good standing who is 60 years of age or older, has been an active Diplomate for at least 10 years, and is no longer in practicing veterinary dermatology can apply to the Executive Board for appointment as an Emeritus Diplomate. If the Emeritus Diplomate wishes to receive Veterinary Dermatology, the Diplomate will remit the current member subscription cost to the College. At the discretion of the Executive Board, others may be granted Emeritus status. As such, they have all the rights of an active Diplomate except the right to hold office; and they will not be required to pay dues or assessments.

Suggested Changes to By-Laws

Article V Membership

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A member who has asked for dues waiver (ARTICLE VI, Fees and Fiscal Matters, Section 1 (b)) for five consecutive years, can ask to be considered for Emeritus status by the Executive Board. If Emeritus status is granted, no fees or dues will be collected. All rights and responsibilities of Emeritus members would be conferred upon the member.

BALLOT TOTAL: YAY = 130, NAY = 0 ABSTAIN = 8

PROPOSED CHANGE 4 of 5

Current By-Laws

Article V Membership

Section 1: Members of the College shall be:

- (a) Charter Diplomates
- (b) Diplomates
- (c) Honorary Members
- (d) Emeritus Diplomates

Suggested Changes to By-Laws

Article V Membership

Section 1: Members of the College shall be:

~~(a)~~ Charter Diplomates

~~(b)~~ **(a)** Diplomates

~~(c)~~ **(b)** Honorary Members

~~(d)~~ **(c)** Emeritus Diplomates

BALLOT TOTAL: YAY = 123, NAY = 1, ABSTAIN = 14

PROPOSED CHANGE 5 of 5

Current By-Laws

Article IX Appeal of Adverse Decisions

Section 5:

After completion of the appropriate procedure, steps described above, if the affected party is not satisfied with the final decision rendered by the ACVD Appeals Committee, the affected party and ACVD may enter into a mediation process. Mediation is defined as “friendly intervention, usually by consent or invitation, between conflicting parties to promote reconciliation, settlement, or compromise.” The mediation should be conducted by a professional mediator, selected by mutual agreement between the parties, and all expenses incurred are the responsibility of the parties involved.

Suggested Changes to By-Laws

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BALLOT TOTAL: YAY = 124, NAY = 1, ABSTAIN = 16

JOB TASK ANALYSIS – E. Rothstein

The college is undertaking the required every ten years, by the ABVS, job task analysis. This procedure assesses what an entry level dermatologist should know. It will be used to develop and map the exam for the next ten years. We need the college members to participate in the survey so we can gather information representative of the entire college. As of this morning 83 out of 313 members have completed the survey. The survey will close soon so please complete it at your earliest convenience. The company we hired said it will be statistically significant if we have just over one-hundred members complete the survey. Without the member participation we will fail to have an appropriate job analysis to present to the ABVS.

Discussion followed about the benefit of working together with the European college to combine resources for a combined exam. This potentially would save money and effort. Can look into it for the future however would need to look at the logistics.

Member asked about the marketing proposal presented by Dena Ware in 2017.

The ACVD marketing and publicity committee has been looking at the referral problems and the SOAP study that was done several years ago. The study showed dermatologists have the second lowest referral rates. The committee hired a marketing specialist who is an expert in marketing towards millennials. With his direction the committee will be launching two surveys very soon.

The first survey will be sent to one-thousand dermatology clients to assess their experience before and after their dermatology visit. The survey will be sent to new patients with dogs only, seeing Diplomates and not residents.

The second survey will be sent to general veterinarians asking why they do and do not refer to dermatologists. Where they go for information, if they refer is it after a specific number of visits or money spent by the client. More information will follow after we evaluate the survey information.

E. Rosser made a motion to adjourn the meeting.

A. Schick seconded.

The motion passed.

The meeting was adjourned at 6:51PM.

Respectfully submitted,

Alexis Borich
ACVD Executive Secretary