EXECUTIVE COMMITTEE
Meeting Minutes
December 2, 2015

1) Call to Order
Dr. Curtis Crawford, president, called the meeting to order at 10:05 AM. Present: Dr. Curtis Crawford, Dr. Sam Romano, Dr. Peter Hellyer, Dr. Rebecca Ruch-Gallie, Dr. Melanie Marsden, Dr. Will French, Dr. Jenelle Vail, and Ralph Johnson.

2) Approval of Agenda
It was moved and seconded to approve the agenda. Motion carried.

3) Approval of Consent Agenda
   a) Minutes of the October 23, 2015 meeting of the Executive Committee
   It was moved and seconded to approve the consent agenda. Motion carried.

4) Reports
   a) President – Dr. Crawford noted that the CLCC meeting next week will determine future activity, if any, for the organization. He will participate in the VMLRP meeting upcoming.
   b) Secretary/Treasurer
      i) Financial statement – The financial statement for the period ending October 31, 2015 was distributed.
      ii) Budget – The draft budgeted proposal from staff was reviewed. Ralph Johnson noted the board conference call for budget review is scheduled for noon on Friday, December 11.
      It was moved and seconded to recommend to the Board of Directors the adoption of fiscal year 2016 budget showing revenue of $1,299,901 and expense of $1,298,483 for net revenue of $1,418. Motion carried.
   c) Other Officers – Dr. Hellyer noted that AAHA is appointing him to serve on the AAHA Legislative Advisory Committee.
   d) AVMA Delegates – Dr. Marsden noted that AVMA is asking constituent organizations to identify Alternate Delegates by July so that they can be integrated into communications and orientation programs.
   e) Executive Director
      (1) Discussion of Executive Director search – Ralph Johnson was asked to prepare an updated executive director position description and qualifications statement.
      It was moved and seconded that Dr. Crawford appoint an executive director search committee by February 1, 2016. Motion carried.
      It was suggested the committee be comprised of four CVMA representatives and two PetAid representatives (Dr. French, Dr. Hellyer, and Dr. Marsden plus a board member or Denver Chapter representative).
It was moved and seconded that Executive Committee seek authorization from the Board of Directors to expend up to $50,000 from reserves through June 30, 2017 to search for and employ an executive director designate. Motion carried.

5) Advocacy and Outreach
   a) Regulatory Issues
      i) State Board of Veterinary Medicine – Ralph Johnson has asked the program director to reconvene the CE working group, but no response has been received.
   a) State Legislative Issues
      i) 2016
         (1) Compounding – Rep. Beth McCann or Rep. Steve Lebsock will run a bill for us. Dr. Hellyer will revise the Virginia language and send to Ralph (with copy to the task force), Ralph will put that language into statute edit form, Ralph reach out to pharmacy board program director for conference call with Ralph and Dr. Hellyer, Ralph provide final language to Rep. McCann for bill drafter.
         (2) Ivory – Bill planned per CLAW Caucus, no draft language yet
         (3) Rabies requirement – Draft language was reviewed.
   b) Federal Legislative and Regulatory Issues
      i) FDA compounding – Congressman Buck’s office has contacted CVMA to seek input on federal compounding; Dr. Hellyer will respond.
      ii) Fairness to Pet Owners Act – CVMA action pending to contact Congressional delegation in response to AVMA request
      iii) Ketamine – Ralph discussed state VMA involvement with AVMA GRD, and they will pursue this tactic if/when useful.
   c) Member Engagement
      i) Advocacy Training
      ii) Political Action Committee
   d) Community Outreach
      i) Media Training – Dr. Humphries has withdrawn; Charlie Powell being contracted
      ii) PetCheck
      iii) Science and Engineering Fair – Dr. Cohn willing to serve as a judge
   e) Relations
      i) AAF – Meeting with Roger Haston postponed due to emphasis on the March 22 forum about underserved pet owners; potential participants for the forum were identified. Discussion with AAF on a sustainability summit are on hold for now.
      ii) AVMA
         (1) Economic research – (a) Positive discussion with Drs. Dicks and Knippenberg about Return for Care research; (b) review table of contents from Indiana study to determine possible interest in such research in Colorado; it was agreed that with a $10,000 price tag the project is not a fit at this time.
         (2) VLC – Confirmed attendance by Drs. Crawford, Romano, Marsden, Ruch-Gallie and Fuhrman, plus Ralph Johnson; group dinner plans pending
      iii) CFAWA – Discussion about heartworm transmission through pet transfers into Colorado; Dr. Romano will attend the upcoming discussion amongst shelters being convened by Dr. Steele.
      iv) CSU
(1) NWC proposal – Dr. French noted that Littleton Equine Medical Center principals had a visit with Dr. Tony Frank, who characterizes the NWC equine facility a good quality work environment for veterinarians (CSU or private) to provide services to horses on shows, not ongoing cases there except for rehabilitation services for athletes, not a facility for the sports medicine group, guidelines for sports medicine group and their ambulatory services are being prepared. It was agreed to let this percolate until CSU has finalized things internally, then revisit it with the group of local veterinarians. It was suggested that CVMA might secure a drug company CE dinner and hold a brainstorming session with it on how CVMA can serve the needs of equine veterinarians in Colorado.

f) Task Forces
   i) Task Force on – playbook on hold
   ii) Task Force on Pharmaceutical Issues – Dr. Hellyer, chair, noted that the Washington State VMA marijuana article has been posted to the CVMA website, with permission.

2) Education
   a) CVMA Convention 2016
   b) CVMA CE West 2016 – June 3-5 at Wine Country Inn; speakers are Dr. Kursheed Mama and Dr. Gene Steffey (anesthesia and pain management, for equine and small animal)
   c) CVMA CE Southwest 2015 – Two refund requests were approved.
   d) CVMA CE Southwest 2016
   e) Nontechnical competencies – Ralph Johnson reported on the session conducted by Kerry Plemmons for Colorado VMG members on generational issues and practice culture. Ralph and Dr. Romano will be meeting with VetBloom to review their learning management system.
   f) Dr. Romano, chair of the CVMA advisory group on nontechnical competencies, reported that he participated in a workshop with Rich Feller; his board game Who You Are matters, at OneLifeTools.com, was highly interactive and impactful; Dr. Romano and Dr. Laske are considering becoming certified in delivering Dr. Feller’s program. He also talked with Dr. Emily Graves, who suggested a pharmacy management program, and with Dr. Therese Laske, who encourages CVMA to offer Strengths Finder. Goals for our learning experiences should be that the content ties back to the learning priorities identified in the learning survey, is evidence based (e.g. Strengths Finder), and produces tangible outcomes (where participants leave the program with specific things). Dr. Ruch-Gallie will prepare a summary of how nontechnical skills can improve patient outcomes, for use in conversation with the state board.
   g) SkiCE 2017
   h) VetFolio
   i) Task Forces
      i) Task Force on Telehealth – Dr. Stacee Santi, chair, and Ralph Johnson will formulate a charge for ExCom review

3) Leadership
   a) BIG Ideas Forum
      i) Spring 2016 – March 11-12 at the Marriott Denver West; Dr. Elizabeth Strand as anchor presenter on wellbeing; consider involvement of Dr. Rich Feller and/or Kerry Plemmons
      ii) Fall 2016 – October 21-22; it was agreed that Breckenridge is preferred over Snowmass for accessibility.
b) P10 – Dr. Hellyer noted that Dr. Kogan will undertake Skype interviews with P10 participants to commence the outcomes assessment pilot project.

4) **Support**

a) **Member Connections**
   i) Online Forums
   ii) District Visits
   iii) Service Awards
   iv) Students – CVMA lunch-and-learn for third- and fourth-year students held on November 13 (Dr. Crawford and Ralph Johnson); Dr. Crawford will present at Foundations class on January 19

b) **Membership**
   i) Membership statistics
   ii) Large employer category – Negotiation has concluded with Banfield; CSU next discussion; scheduled for VCA meeting at NAVC
   iii) New membership model – Ralph Johnson provided information on the initial membership renewals, noting the higher than expected number of Basic tier membership being enrolled.

c) **Surveys**
   i) Empathy in students – released March 30, closed on April 30, Dr. Kogan working with Dr. Regina Schoenfeld on interpretation (targeted publication in VOICE 2016:1)
   ii) VPA program proposal – released September 23, closed on October 12; summary document sent to board and shared with Dr. Jensen; final statement being published in VOICE 2015:4. COMPLETED.
   iii) Learning content preferences – released September 30, closed on October 12; results used with Adayana and at the BIG Ideas Forum; summary of Forum and survey being published in VOICE 2015:4. COMPLETED.
   iv) Community cats – in development with CFAWA and DFL; proposed timetable of release to members January 11 with a close date of February 1
   v) Wellbeing – pattern after Michigan VMA survey in preparation for BIG Spring; release to members on February 5 with a close date of February 19
   vi) Opioid diversion, use and disposal – Consortium intern is working on survey draft for ExCom review; survey release and close timetable not yet established
   vii) Veterinary prescribing and dispensing issues – on hold for task force consideration

d) **Tools and Resources**
   i) Certified Veterinary Assistant
   ii) Veterinary Career Network
   iii) Endorsed Programs
   iv) Microchip buying program – meeting scheduled for December 10 with HomeAgain and shelter representatives
   v) Return for Care – Ralph Johnson reviewed the status of Catalyst Connection technology development, and noted that the Douglas County meeting for 2016 open enrollment will be held on December 18; interest continues from Larimer Humane Society and Humane Society of the Pikes Peak Region
   vi) Veterinary Growth Partners – After reviewing a potential alliance with VGP, it was agreed to ask them to present a webinar to the Executive Committee.
   vii) Webinars
5) **Association Health**
   a) Governance
      i) Board agenda
      ii) District Representatives
      iii) Commissions
      iv) Executive Committee
      v) Nominating Committee – Dr. Hellyer will chair the committee, with Dr. Romano and Dr. Crawford as members.
   b) Organization Structure
      i) Meeting held with members of CSAVS re: chapter structure; Dr. Marsden shared that there was a positive outcome to member voting and that CVMA will be officially apprised.
      ii) Communications plan for chapters – Ralph shared a staff plan for communicating with chapter members through various electronic mechanisms.
   c) Strategic planning – The strategic framework was distributed for progress assessment and will be reviewed at the next meeting.

6) **Upcoming Meetings**
   2015
   - December 2 – 10 AM meeting
   2016
   - February 3 – 10 AM meeting (in place of January 6 and March 2 meetings)
   - March 11 – 9 AM meeting (at CVMA BIG Ideas Forum | Spring 2016)
   - March 22 – 9 AM (?) Forum on underserved pet owners with CFAWA leaders
   - May 4 – 10 AM meeting – NOTE: RJ on PTO
   - July 6 – 10 AM meeting – NOTE: Rebecca Ruch-Gallie on PTO
   - September 23 – 9 AM meeting (at CVMA Convention 2016)
   - October 21 – 9 AM meeting (at CVMA BIG Ideas Forum | Fall 2016), check Breckenridge
   - December 7 – 10 AM meeting – NOTE: Will French may be gone to AAEP

7) **Other Business**

8) **Adjourn**
The meeting adjourned at 4:05 PM.