

Minutes of the 92nd Annual Business Meeting

Tuesday, August 31, 2021, Sheraton Downtown Denver Hotel, Denver, CO



DeVoll



Sventek

Call to Order (Jim DeVoll): A quorum of more than 100 members in attendance was met and the meeting started at 12:05 pm MDT on Tuesday August 31, 2021.

In Memoriam (Jim DeVoll): Attendees paused to reflect and remember those members of AsMA who passed away since the last AsMA conference in 2019.

Recognition Of Past Presidents (Jim DeVoll): All past presidents were invited to rise.

President's Report (Jim DeVoll): Welcome to everyone and thank you for being here today. We need to acknowledge our previous two Presidents, Joe Ortega and Chuck DeJohn, for adapting and making the needed changes to keep AsMA on track, through two challenging years. Our Executive Director, Jeff Sventek, and the entire home office staff has been seamless in their performance and kept the organization fiscally stable. Since our last virtual meeting of the Council on May 23, 2021: The AsMA Corporate Forum sponsored a well-attended virtual presentation by Mr. John Vickers of Blue Abyss on their program for helping prepare passengers for future commercial space flights. The AsMA Resolution 2020-01 titled "Vital Nature of Board-Certified Physicians in Aerospace Medicine" that passed at the May Council meeting received overwhelming approval from the AsMA membership and additional support from the American Osteopathic Association in a parallel resolution. AsMA was approached by Dr. Richard C. Pleus, with an application for Affiliate Organization status by the Aerospace Toxicology Association. Dr. Karen Klingenberger has forwarded a proposal from the Aerospace Nursing and Allied Health Professionals Society (ANAHPS) Board of Directors for an AsMA Special Committee on Commercial Spaceflight [for proposed consideration at this meeting]. Dr. Joe Ortega (Past President) participated in a panel presentation for the National Medical Association regarding preventive medicine organizations and COVID-19, discussing AsMA membership and structure, definition of aerospace medicine, space news and COVID-19 activities. AsMA has and will continue to provide valuable contributions to the ICAO CASAG (COVID -19 Aeromedical Science Assessment Group), which is hosted by the CAPSCA (Collaborative Arrangement for the Prevention and Management of Public Health Events in Civil Aviation) working group. The most exciting update is we are here in Denver!

Report of the Executive Director (Jeff Sventek): 'Welcome and thank you for taking time to be here.' Highlights of the Executive Director's Report: AsMA applied for Payroll Protection Loan and initially received \$94,000. The second loan has been approved.

Within the AsMA headquarters building, there is only one tenant left, who has changed their lease and expanded to the original space. Explanation of change of venues due to the pandemic: The May 2021 Scientific Meeting was originally to be in Reno. Reno could not accommodate a delayed AsMA in Aug 2021. However, the Denver Sheraton could accommodate us and as part of the agreement we will be back to the Denver Sheraton in 2026. Reno will now be the site of the next Scientific Meeting in late May 2022, without incurring a penalty of \$500,000 for the change in dates. Although AsMA received many concerned requests to cancel the meeting, contractually the only way that we could have canceled this conference without financial penalty was if a government entity had published a policy that prohibited large gatherings the size of ours. Total number of

registrants is currently 912: 148 are from outside of the United States, 764 are from within the United States. AsMA decided to provide 100% refunds for registrants who requested them.

Membership: as of August 20th, we have 2012 total members. That has changed since then; we actually now, on 31 August, have a membership total of 2032. Allied membership: AsMA test membership for citizens of countries who are listed as medium or low-income countries based upon the annual UN report; 29 allied members that are taking advantage of that membership fee. The allied membership fee of \$50 US per year, includes: 1.) electronic journal and 2.) complimentary registration. The goal was 50 allied members to be a viable program; however due to the COVID-19 pandemic we will continue for an additional year and reassess in November 2022. Virtual CME events: We ran several of those last year for the first time. All were successful. Virtual CME events are a venue that we're going to have to consider doing more of in the future. Membership issues: There was an automatic renewal effort using credit card information stored in a secure program, however it was not successful because members' credit card information also changed frequently. Now we offer the opportunity for members to use their checking account to renew (it doesn't seem to change as frequently as credit cards).

Constituent Membership: Dr. Flarity, president of ANAHPS received a letter from AsMA to ANAHPS notifying them of the concerns of the low ANAHPS membership that's been tracking for several years now. In November of this year, when the AsMA Council meets, if the ANAHPS membership is not at the 2% or above the total AsMA membership, then a decision will have to be made as to whether ANAHPS can continue as a constituent organization or have to consider moving to an affiliate status. COVID-19 Waiver of Liability: Everyone must complete form at registration. COVID-19 Test Kits for international attendees: 6 test kits purchased with AIM Meetings & Events for international attendees to use prior to returning home.

Reno 2022 Joint Scientific Meeting with Undersea and Hyperbaric Medical Society (UHMS): The last several years, we've worked CME accreditation through UHMS for all of our activities, webinars, and this 2021 meeting. The 2022 Reno conference will be a joint (AsMA and UHMS) conference with a track dedicated to undersea and hyperbaric medical presentations. UHMS have been using electronic poster boards for some years and we are going to follow their lead. UHMS will be in charge of poster presentations next year, with electronic posters, using their technology and their experience. The plan right now is for UHMS to process their abstracts the same way they've always done it. AsMA will conduct its abstract process the same way we've always done it. There will be a carve out track in our program that is dedicated to UHMS abstracts. The total number of tracks (six versus seven) will depend on room and space availability at the Reno facility.

Report of the AsMA Foundation Chair (Kim Broadwell): The AsMA Foundation serves AsMA and its members to provide CME and educational opportunities to develop future leaders.... AMSRO proposed a Diversity Scholarship and the AsMA Foundation Board helped AMSRO develop it and voted to fund it. The award is to help support traditionally underrepresented groups in the field of aerospace medicine. The foundation is also managing the Mary F. "Bunny" Foley Endowment. It will be used to recognize women pioneers in aviation and aerospace medicine. There will be an annual "Mary F. Foley Event on Women Pioneers in Aviation and Aerospace Medicine". The inaugural Mary F. Foley Event featured "Lessons in Leadership" and took place here in Denver.

AsMA Foundation Financial Report: The AsMA Foundation supports aerospace medicine and its allied fields by providing scholarships, awards, research grants, scientific publications, professional development and educational opportunities. A big thank you to all who have stepped up to fulfill our Reach for the Stars goal! AsMA's generosity surpassed the campaign goal of \$50,000 with total contributions in early 2020 totaling \$63,452.... We currently are at \$42,000 to \$43,000 for 2021. AsMA members were encouraged to donate at the Foundation booth with credit card or check during the conference or soon thereafter at AsMAFoundation.org

GOVERNANCE (Susan Northrup):

Report on AsMA Bylaws Changes (Eilis Boudreau): The rationale for the changes is to give clear guidance when an ethics issue occurs. Recently it was determined the bylaws needed to be further expanded to provide more explicit guidance on ethics issues. There are lengthy changes, both in

the bylaws themselves and the associated Policy and Procedures Manual to operationalize the changes to the ethics changes of the bylaws. The proposed bylaws changes have been published in the July Newsletter and are in the Denver AsMA meeting 'App' and presented on screen during the business meeting. Jim DeVoll asked for a motion to approve the AsMA Bylaws changes reflecting new ethics guidance. The motion was moved and seconded. In the subsequent discussion, Dr. Ortega commented that the updates to the AsMA ethics procedures provide a framework to investigate and report back to AsMA leadership regarding ethics concerns. The motion was carried without opposition. The following links incorporate the approved changes into the AsMA Bylaws: <https://www.asma.org/asma/media/AsMA/Governance/AsMA-Bylaws.pdf> and the AsMA Policies and Procedures Manual, pages 12-15 of 84 (<https://www.asma.org/asma/media/AsMA/Governance/AsMA-P-P-Manual.pdf>).

Nominating Committee Report (Roland Vermeiren presented virtually): The Slate of Officers was built between Sept 2020 – Dec 2020. The President Elect is Susan Northrup, Vice Presidents are Joe Dervay and Barry Shender, Secretary is Karen Klingenger, Members at Large elected to 2024 are Rowena Christiansen, Harriet Lester, Ian Mollan, and Deborah White. Roland Vermillion thanked the members of the Nominating Committee and expressed his hope that he would be joining us in Reno in 2022.

AsMA Treasurer's Report (Nereyda Sevilla presented virtually): Initial comments: a million-dollar reserve was maintained via AsMA's financial investments through UBS. The financial plan was executed over the last 2 years, where AsMA had the financial reserves to cover two bad years with potential loss of 500,000 dollars per conference. Thanks to Jeff Sventek for applying to the Payroll Protection Plan (PPP). Additionally with no travel requirements and the ability to get out of the contract in Atlanta, the AsMA balance sheet is almost even....2020 Cancellation of the Atlanta Scientific Meeting was a BIG HIT in revenue, despite the cancellation fee being waived. \$140,000 UBS withdrawal was made to help with end of year expenses. 2021 is on track with Payroll Protection Program (PPP) funds and deferred convention revenue. There was an audit of 2020 books and AsMA passed the audit with flying colors. Going forward we will continue to maintain our financial strategy and focus on membership as a source of revenue, while minimizing external expenses. The full Treasurer's report is available upon request.

REPRESENTATION AND ADVOCACY (Barry Shender)

Update on Aerospace Medical Association Resolution 2020 – 01: Title of Resolution: 'Vital Nature of Board-Certified Physicians in Aerospace Medicine.' Approval by AsMA lined up perfectly with the American Osteopathic Association (AOA) House of Delegates meeting. AOA also overwhelmingly supported the resolution with a small change; removing, 'be it resolved that applied to international regulation.' Next step is to send letters out to the appropriate individuals: Congressional and major airlines emphasizing the importance of the aerospace medicine specialty.

Air Transport Committee (Barry Shender): Work continues on the Air Transport Committee. Further updates forthcoming.

Communications Committee (Barry Shender): Diego Garcia and Pam Day have been in frequent contact regarding issues in the report and to make updates to the web site. Diego will be reaching out to members on the Council for suggestions or volunteers to make podcasts to produce content unique to AsMA audiences.

Scientific Program abstract mentorship update: Letters about available mentorships were sent to residents and students to submit their presentations and posters for feedback.

EDUCATION & RESEARCH (Warren Silberman):

Education Research Committee: Warren Silberman noted that the committee is ably chaired by Susan Fondy. The committee provides public information on relevant science and research on the AsMA Website and continues to focus on STEM education. There is NASA/AsMA Education Outreach effort by Jeff Myers. Mentoring is a strong component of the committee and they are continuing to do speed mentoring virtually.

MEMBER SERVICES (Joe Dervay):

Awards Committee Report (Joe Dervay): Review of the award winners for 2020 and 2021 revealed two issues to be addressed. First, this is the 3rd year that the Sydney D. Leverett Jr. Environmental Science Award had not received any nominations....Would it be prudent to stop and look at the criteria for the awards as aerospace medicine and human performance has evolved over the years? Second, 'Awards shopping' – nominations for multiple awards for the same individual with almost the same exact verbiage for different awards.

Membership Committee Report (Joe Dervay): The efforts of home office are appreciated to establish a more consistent system for auto renewal of dues. The extension of the Allied Membership effort was already mentioned. An interest in membership at the high school level was explored.... Membership Committee has been considering the logistical difficulty of an effort to establish high school clubs. The Committee is reaching out with the AMSRO group to determine if there's an opportunity for them to potentially integrate that effort into their organization.

INTERNATIONAL SERVICES (Bob Orford): Despite the travel restrictions during the pandemic we have a significant international presence here in Denver. I would like to acknowledge Environmental Tectonics Corporation for their partnership.

AsMA-ESAM-IAASM-SoFRAMAS International Conference in Aerospace Medicine (ICAM) Paris - Sep 2022 (Bob Orford): The call for abstracts starts January 15th, 2022, and will be opened till June 15th, 2022... . The conference center in Paris City of Science and Industry, is large venue with easy access to the Metro subway system. AsMA will be managing all of the registration for ICAM. Hotels near the venue, in the Northeast part of the city, are more reasonable than the hotels downtown.

AsMA Allied Membership (Bob Orford): AsMA currently has 29 Allied Members and the program can be sustainable if we reach 50. We already have members in many of the countries, which would be eligible for the Allied Membership. Speaking with members from the eligible countries to encourage additional members would help to achieve this goal.

Unfinished Business: none

New Business: none

Closing remarks (Jim DeVoll): Thanked everyone for being at the business meeting and achieving a quorum in the context of a pandemic.... We have opportunity to do good things at the next meeting in Reno. Recommended a \$100 a month donation to the AsMA Foundation. Roland Vermeiren: "My best from chilly Belgium, we are very sad we cannot join because my European colleagues cannot yet travel to the United States. We will also not have an ESAM meeting this week. Best wishes from your European colleagues."

Motion made and seconded to adjourn meeting at 1:10 pm MDT

Jeffrey Sventek, M.S., CAsP, Executive Director
J. Karen Klingenger, M.D., M.P.H., Secretary