APMA Diversity, Equity, and Inclusion Task Force  
Conference Call  
Zoom Link: https://us02web.zoom.us/j/84832204275?pwd=RG1pMWJqc2hGbml0MjFIQUxqM1FuQT09  
December 8, 2021  
8 pm EDT

A. Call to order – 8:04 pm EDT  
B. Roll call and review of COI  
C. Welcome from the Chair  
   a. Brian Smedley, PhD webinar presented October 13  
      i. Preventing Racial and Ethnic Disparities: How Non-Medical Factors Impact Your Patient Care  
         1. Coming Soon in APMA Online Learning Center On-Demand for 1 CECH for free.  
   b. APMA Document Review Oral Reports (Rubenstein)  
         1. Recommendations will go to APMA Bylaws, Procedures, and Rules Committee and APMA BOT for review and comment and then onto the HOD  
         2. Code of Ethics – will go to HOD 2022  
         3. Non-discrimination in membership and leadership selection  
            a. For example, APMA BOT selection of APMA Young Physician of the Board nominee – strive for diversity in the identification of candidates  
         4. Board Policies and Procedures – will only go to the APMA BOT  
      ii. APMA Employee Manual (Reese)  
         1. The manual currently makes regular reference to inclusivity and nondiscrimination.  
         2. The work group identified a few areas where more robust statements could be made.  
            a. Including a statement in the first section stating that APMA promotes diversity, equity, and inclusion.  
            b. In the rules and expectations section, there could be another bullet about tolerance for other religions, sexual orientations, gender identities, etc.  
            c. There could be more room for APMA to acknowledge various holidays throughout the year in things like staff emails, etc.
d. Parental leave should be made readily available to employees regardless of how much time they've spent with the organization.

e. In terms of email etiquette, a standard practice of acknowledging proper pronouns in email signature lines may be worth considering.

f. The vagueness of the dress code, grooming, and personal appearance section, as well as the discretion with which it may be applied, could allow for it to be unfairly applied to some individuals (e.g., people of color, women, etc.).

iii. APMAPAC (Long)
  1. Ensuring that we consider other religious holidays besides the Christian holidays that are often recognized.
  2. For the Board of Directors, allowing the general membership or the HOD to elect a member-at-large for APMAPAC Directors to allow for more diversity and inclusion.
  3. Putting in place accommodations for people to attend meetings to allow everyone to participate.
  4. This document will go to the PAC Board of Directors for approval.

iv. APMA Educational Foundation (Barrett)
  1. This group added inclusion language about who board members and committee members can be.
  2. Added a clause saying that grants can be given to promote the values of diversity, equity, and inclusion.
  3. Would like to recommend that a gift acceptance policy be put in place.
     a. Gives the ability to ensure that funding is ethically obtained, and values are replicated in the funds that are received.

c. Subcommittee Updates
  i. Ombudsman-like advisory group
     1. Drafting language
  ii. Board certification
     1. To meet December 21 at 8pm ET

D. Upcoming call
  a. January
     i. We will review the draft report to the APMA Board of Trustees for their February 12, 2022 meeting

E. Adjournment – 8:31 pm EDT
Kevin Jefferson, DPM – Chair, National Medical Association, Podiatric Medicine & Surgery Section
Denise Peraza-Martinez – APMSA Liaison
Kush Patel – SNPMA Liaison
Rebecca Sundling, DPM, MPH – Young Physician Member
Jondelle Jenkins, DPM – Liaison, APMA
Alton Johnson, DPM – Liaison, Public Health and Preventive Podiatric Medicine Committee
Adrienne Atkinson-Sneed, DPM – Advisor
Joaquin Balaguer, DPM - Advisor
G. Javier Cavazos, DPM - Advisor
Larry Harkless, DPM – Advisor
William Harris, IV, DPM – Advisor
Pamela Hong, DPM - Advisor
Karen Langone, DPM – Advisor
Christopher Lotufo, DPM - Advisor
Kieran Mahan, DPM – Advisor
Mori North - Advisor
Rene Settle-Robinson, DPM – Advisor
Jeffrey DeSantis, DPM – President, APMA/Ex Officio
Seth Rubenstein, DPM – Immediate Past President, APMA/Ex Officio
Staff Liaisons: James Christina, DPM; Kayla Fuller; Gail Reese, JD; Stephanie Simmons; Dyane Tower, DPM, MPH, MS; Ben Wallner
Guest staff: Kathy Balderson; Kenna Barrett, PhD; Julia Jacobson
Marit Sivertson – APMSA ED