APMA BOARD OF TRUSTEES
eMail Ballot No. 37 – July 29, 2014

ACTION ITEM: Approve the July 25, 2014 meeting minutes of the American Podiatric Medical Association’s Board of Trustees.

SUBMITTED BY: Glenn B. Gastwirth, DPM, Executive Director

BACKGROUND: A meeting of the APMA Board of Trustees was held on July 25, 2014. Actions of the meeting were recorded.

RECOMMENDATION: Approve the July 25, 2014 meeting minutes of the American Podiatric Medical Association’s Board of Trustees.

NOTE 1: Ballots must be voted on through the board’s webpage dedicated to mail ballots. Click on the mail ballot link and click on the number of the ballot under consideration. You will have the option to read the full text of the ballot provided by a link located at the end of the recommendation text. Cast your vote by clicking on your desired response.

NOTE 2: You may change your ballot during the voting period by submitting your vote a subsequent time(s). Only your last vote will register in the system.
CALL TO ORDER, ROLL CALL, REVIEW OF CONFLICT OF INTEREST POLICY AND INDIVIDUAL CONFLICT OF INTEREST DISCLOSURES, INTRODUCTIONS OF ATTENDEES

Frank A. Spinosa, DPM, President, called the meeting to order at 8:30 a.m. on Wednesday, July 25, 2014 at Hilton Hawaiian Village, Honolulu, Hawaii. The roll was recorded and a quorum was present.

Board Members Present
Frank A. Spinosa, DPM, President
Phillip E. Ward, DPM, President Elect
R. Daniel Davis, DPM, Vice President
Ira H. Kraus, DPM, Treasurer
Matthew G. Garoutalis, DPM, Immediate Past President
Brooke A. Bisbee, DPM
Jeffrey R. DeSantis, DPM
David G. Edwards, DPM
Dennis R. Frisch, DPM
Laura J. Pickard, DPM
Seth A. Rubenstein, DPM
Lawrence A. Santi, DPM
Sylvia Virbulis, DPM
Mindi J. Feilmeier, DPM, Young Physician Liaison to the Board
Tonda R. Wooten, APMSA Liaison to the Board
Glenn B. Gastwirth, DPM, Executive Director and Secretary to the Board

Staff Present
Kathy L. Balderson, Associate Director, Scientific Affairs
James R. Christina, DPM, Director, Scientific Affairs
Harry Goldsmith, DPM, Consultant to Health Policy and Practice
Scott L. Haag, MSPH, JD, Director, Health Policy and Practice and Center for Professional Advocacy
Jay Levrio, PhD, Deputy Executive Director and Parliamentarian
John A. Lieske, MBA, CPA, Director, Finance
Heather E. Palmer, MA, Director, Development and Corporate Relations
Nichol L. Salvo, DPM, Director, Young Physicians Program
Beth Shaub, Director, Membership Services
Peter J. Stein, MA, Director, Legislative Advocacy
Peggy S. Tresky, MA, Director, Communications

Guests Present
Dorothy Cahill McDonald, Executive Director, APMSA
William E. Chagasares, DPM
ADOPTION OF AGENDA

1. **(7/2014.01) Adoption of Agenda and Consent Items** – A motion was made, seconded, and adopted to approve the July 25, 2013 meeting agenda as amended.

ORAL REPORTS

1. **President's Report** – Dr. Spinosa provided a detailed report on his recent attendance at the AOA House of Delegates meeting focusing on how the AOA House functions and discussions pertaining to residency positions, testing, and other matters. He also discussed the recent APMA House of Delegates meeting and his plans for the 2015 House of Delegates to have board members sit on the dais during his state of the association address.

2. **Executive Director's Report** – Dr. Gastwirth went over the schedule for the Annual Scientific Meeting and board responsibilities related to the meeting. He also talked about the open rates for the new Leadership Focus news bulletin.

3. **Departmental Updates**

   Membership – Meeting badges, Luau tickets, and ribbons will be distributed to board members. The Membership and Student Liaison Committee has developed a video presentation with Dr. Davis for use during fall college visits.

   Scientific Affairs – Reminder that no hard copy evaluations are being done this year. Evaluations can be completed using the mobile app or at kiosks during the scanning sessions. Proposed physician fee schedule is out from CMS; increased Medicare payment cuts are proposed related to EHR utilization.

4. **Young Physician Liaison to the Board** – Dr. Feilmeier reported on the young physician policy manual. She also provided an update regarding the Young Physicians Institute.

5. **APMSA Liaison to the Board** – Ms. Wooten thanked the board and everyone who has been involved in residency genesis. Students are hopeful to have the APMA grant funded in the next fiscal year. Ms. Wooten extended an invitation to board members to attend the next APMSA House of Delegates. A residency survey will be completed. APMSA is looking for ways to partner with the APMA Educational Foundation to identify new fundraising ideas.

6. **(7/2014.02) APMA Accomplishments** - Questions were posed about issues mentioned in the accomplishments. A motion was made, seconded, and adopted to accept the accomplishments.

7. **(7/2014.03) Committee and Other Reports** - Questions were posed about issues mentioned in the following reports. Staff responded to the questions. A motion was made, seconded, and adopted to accept the following reports:

   (a) Coding Committee Report
   (b) Communications Committee Report
   (c) Development Committee Report
   (d) Young Physicians Update
   (e) AACPM Update
8. **American Board of Podiatric Medicine Update** - Dr. Chagares gave an update on in-training examinations and awards being provided along with ABPM's support of the young physicians program.

**CONSENT ITEMS**

1. **Committee Reports** – Committee reports were provided as informational items.

**CONSENT ITEMS – OTHER REPORTS**

1. **Other Reports** – Written reports from the American Society of Podiatric Surgeons, and the American Board of Podiatric Medicine were provided as informational items.

**CONSENT ITEMS - ACTIONS**

1. **(7/2014.04) Modification to the Board Policies and Procedures Manual: Deletion of Section Pertaining to Legal and Legislative Grants and Creation of Section Pertaining to the Center for Professional Advocacy** – A motion was adopted by consent to approve the deletion to Section 27.0 and addition of new section 28.0 of the APMA Board of Trustees Policies, Procedures, and Orientation Manual to replace the legal and legislative grant program with the procedures for the Center for Professional Advocacy (CPA) and the mechanism for allocation of its funds.


3. **(7/2014.06) Leadership Role and Revised Strategy for APMA in ICD-10 Implementation** – A motion was adopted by consent to approve the leadership role and revised strategy for APMA in ICD-10 implementation.

**BUSINESS ITEMS**

1. **Letter from Pedorthic Footcare Association (PFA)** - Dr. Gastwirth provided an update regarding the ongoing negotiations with PFA.

2. **Term Limits for HOD Committees** - The issue of term limits for members on HOD committees appointed by the APMA president was discussed. The board will discuss further during its September conference call.

3. **RUC/CPT Travel** - Discussion occurred about representation at RUC/CPT meetings in relation to budget and ascension planning. Dr. Spinosa announced that Drs. Tillo, Smith, and Bisbee along with Mr. Haag will attend the September 2014 RUC meeting. Drs. Goldsmith and Ward will attend the October 2014 CPT meeting. Drs. Goldsmith, Ward, and Kraus will attend the February 2015 CPT meeting.

4. **Committee Appointments** - Dr. Ward discussed the requirements for board members to serve on specific committees as prescribed in the Policies and Procedures Manual.
ADJOURNED TO EXECUTIVE SESSION
MEETING OPENING

Call to Order, Roll Call, Review of Conflict of Interest Policy and Individual Conflict of Interest Disclosures, Introductions of Attendees

ADOPTION OF AGENDA

1. Adoption of Agenda and Consent Items – Dr. Spinosa

ORAL REPORTS

1. President’s Report – Dr. Spinosa
2. Executive Director’s Report – Dr. Gastwirth
3. Departmental Updates (Breaking Issues) – Staff
4. Young Physician Liaison to the Board – Dr. Feilmeier
5. American Podiatric Medical Students’ Association – Ms. Wooten
6. APMA Accomplishments
7. Committee and Other Reports:
   (a) Coding Committee Report
   (b) Communications Committee Report
   (c) Development Committee Report
   (d) Young Physicians Update
   (e) AACPM Update
8. American Board of Podiatric Medicine Update

CONSENT ITEMS

1. Committee Reports:
   (a) Annual Meeting Committee Report
   (b) Center for Professional Advocacy and Advisory Group Report
CONSENT ITEMS – OTHER REPORTS

1. Other Reports:
   (a) ASPS Update
   (b) ABPM Update

CONSENT ITEMS - ACTIONS

1. Proposed Modification to the Policy and Procedures Manual:
   (a) Deletion of Section Pertaining to Legal and Legislative Grants and Creation of Section Pertaining to the Center for Professional Advocacy


3. Leadership Role and Revised Strategy for APMA in ICD-10 Implementation

BUSINESS/DISCUSSION ITEMS

1. Letter from Pedorthic Footcare Association (PFA)

2. Term Limits for HOD Committees

3. RUC/CPT Travel

4. Committee Appointments

ANNOUNCEMENTS/ADJOURNMENT
MINUTES: APMA BOARD OF TRUSTEES EXECUTIVE SESSION

MEMBERS PRESENT:

Frank A. Spinosa, DPM, President
Phillip E. Ward, DPM, President Elect
R. Daniel Davis, DPM, Vice President
Ira H. Kraus, DPM, Treasurer
Matthew G. Garoufalis, DPM, Immediate Past President
Brooke A. Bisbee, DPM
Jeffrey R. DeSantis, DPM
David G. Edwards, DPM
Dennis R. Frisch, DPM
Laura J. Pickard, DPM
Seth A. Rubenstein, DPM
Lawrence A. Santi, DPM
Sylvia Virbulis, DPM

STAFF LIAISONS:

Glenn B. Gastwirth, DPM
Jay Levrio, PhD

DATE OF MEETING:

July 25, 2014
AGENDA:

1. Executive session called to order.

2. Awards Recommendations – Awards and Recognition Committee

   The board adopted a motion to accept the recommendations from the APMA Awards and Recognition Committee to grant awards to the following individuals for 2014-2015:

   **Meritorious Service Award for Members**
   Roya Mirmiran, DPM (FS)
   Susan Scanlan, DPM (WA)

   **Meritorious Service Award for Lay Persons**
   Tom Barrows (OR)

3. AACPM Funding Agreement

   The funding agreement for support of the 2014-15 AACPM residency facilitator project was approved by the board.

4. CEO Compensation Range

   The compensation range proposed by staff was approved by the board.

5. Retirement Committee Report

   The board approved a motion to institute a soft freeze of the APMA Defined Benefit Retirement Plan to go into effect December 1, 2014. The intent of this soft freeze is allow the plan to continue for all current APMA employees but would close the plan to new employees.