

**July 9, 2008 MAPA Board Meeting  
7pm at MCPHS**

**Attendees: Dave Probert, Marianne Vail, Melissa Novak, Steven Randall, Alaina Bebis, Jillian Crowley, Wayne DiMatteo, Julie Purcell, Ana Maldonado, Amanda Votto, Jennifer Hixon (via conference call), Gail LaBelle (via conference call)**

Absent: Kevin Pedneault, Sean Robertson, Andrea Gibson, Heather Trafton, Ina Cushman, Maria Luizzi Sullivan, Tatiana Cotta Connors

Prior minutes from June 11, 2008 meeting approved.

\* Bylaws handed out and reviewed. They were updated approximately 2 years ago.

\* WE REVIEWED ESTABLISHED COMMITTEES & MEMBERS

**1.) FINANCE COMMITTEE:**

Julie Purcell is in charge of MAPA finances with the help of Gail LaBelle. They are currently handling all of MAPA's finances without any problem or need of additional help. As a result, a finance committee is not necessary.

Julie handed out a copy of our current account summary.

**2.) CME COMMITTEE:**

Jennifer Hixon is the chair of this committee. She is currently putting together a 1 day CME for October. We may be hiring an outside CME resource (Chamberlain Medical Resource vs. MCPHS Department of Continuing Education) for future CME events.

Jen proposed to switch the pharmacology CME to be 10/07 and orthopedics CME in the winter. Dr. Morgan (Red Sox orthopedist) is willing to do the winter CME. Pharm CME will be Oct 4<sup>th</sup> - a good kick off to PA week! It will be 6 CME credits.

Jay Chamberlain will be at next meeting, August 13<sup>th</sup>. He will present his CME recruitment business to MAPA. In addition, we will have MCPHS CME Department present their services and we can pick which one would be best for MAPA.

**3.) CORPORATE SPONSORSHIP COMMITTEE:**

Wayne DiMatteo is the chair of this committee. He is currently recruiting money from local hospitals and drug companies. He would like some help with this committee. Please let Wayne know if you are interested.

**4.) LEGISLATIVE COMMITTEE:**

Heather is the chair of this committee. She needs more help. Jennifer Hixon (once we hire a CME resource to plan future CME events) and Dave Probert are both willing to be part of this committee.

Senator Moore's Bill was passed to allow the supervising physician: PA ratio to be 1:4 (instead of 1:2).

### **5.) ELECTIONS COMMITTEE:**

Kevin has been in charge of elections in the past. He has now resigned as Director at Large but still wants to be involved in membership. Since Kevin has resigned, elections go to the president elect according to the bylaws. President elect is Jillian Crowley.

### **6.) MEMBERSHIP COMMITTEE:**

Kevin can still be Membership chair despite resigning from Director at Large. Gail Labelle will also be helping. She will focus on retaining while Kevin focuses on new recruitment. We need to come up with strategies for new membership. Gail suggested tapping into college alumni.

Ana Maldonado will consider helping with the membership committee.

\*\* Marianne requests that all Committee Chairs send a typed update to her 1 week prior to each meeting. She will include it in her meeting agenda.

\*\* All Committee Chairs need to address the Board and should not be making any unilateral decisions.

### **7.) COMMUNICATION COMMITTEE:**

Ana Maldonado suggested having an internal policy re: communication so we all know what we can and cannot do. Marianne agreed to form a communication committee. She will be chair and Ana will help. Melissa Novak, Steve Randall, and Alaina Bebis are interested in participating in the committee.

### **8.) EXECUTIVE COMMITTEE:**

This is a new committee that was formed at the meeting. It is comprised of the president, immediate past president, treasurer and president elect. This committee can make executive decisions as needed if the Board is not available to make a joint decision (i.e. if we do not have a meeting and a decision needs to be made quickly).

### **9.) NEWSLETTER COMMITTEE:**

Maria is in charge of this committee.

- We currently need a letter from the new president (Marianne).
- We discussed whether our newsletter should be a mailed hard copy vs. email blast. Email is what we can currently afford.
- Everyone needs to have their piece for the newsletter at the next meeting, 8/13.

\* The new students reps are Sarah Nole (MCPHS Springfield), Steve Randall and Missy Novak (MCPHS Worcester), Alaina Bebis (MCPHS Boston).

\* Webmaster: We will be hiring a webmaster from MCPHS (\$100/month) to be in charge of the MAPA website. Everyone needs to go through the webmaster to have things posted on our site. We should no longer directly go onto the site to update/fix once the webmaster is in place. Minutes will be posted on the site by the webmaster after they are approved by the BOD.

\* Future Meetings: 8/13, 9/10, 10/8, 11/12, 12/10.

Respectfully submitted,

Amanda Votto, Secretary