

## **1. Call to Order**

The April 7, 2021 Business Meeting of the FMHAC was called to order at 3:33 pm.

## **2. Introduction of Members and Guests in Attendance**

Action: Roll call was taken.

### **Directors present:**

Sam Knudsen  
Ramsey Khouri  
Tom Granucci  
Melinda DiCiro

### **Directors absent:**

Deanna Adams  
Kevin Rice

### **Staff present:**

Catherina Isidro  
Morgan Grabau

**Others present:** None.

## **3. Post-Virtual Annual Conference Debrief**

Action: The Board introduced the need to debrief about the virtual conference, receive feedback on what worked and did not work, and share ideas about ways to improve the next year's conference.

### **A. Debrief of Conference Challenges and Successes**

Action: Board members discussed challenges experienced during the conference, including:

- Disappointment with the keynote presentation by Dr. Sarah Vinson, including issues on presentation content and technology. Conference presenters were asked to log-in to Beacon 30 minutes prior to their sessions but Vinson logged in five minutes prior to the keynote and was unprepared. Other issues included Vinson not having prepared a presentation for the full time allotted and not having provided the PowerPoint slide deck to Beacon in a timely manner.
- Dr. Mark Olver's session included 45 minutes of silence as attendees filled out forms. It was known that the second part of the session would include the completion of handouts, but Olver did not relay to Beacon that there would be no speaking or continued presentations during this time.
- Mr. Geoffrey Glowalla and Dr. Adelene Tsujiuchi did not want to have their videos on during their presentation and did not raise this during their tech run-through or prior to their session. The lack of video contributed to difficulty for the audience in hearing and understanding the presenters.

Action: Board members discussed conference successes, including:

- Granucci and other speakers used poll and chat functions to engage their audiences.
- Dr. Joseph Obegi allowed audience members to call-in to ask questions.

- Dr. Susan Napolitano provided sample cases for attendees to analyze and discuss through the chat function.

### **B. Conference Evaluations**

Action: Grabau has not yet received conference evaluations from Beacon. Conference evaluations will be provided in time for a comprehensive report-out during the July Board retreat.

Action: The Board discussed issues with the individual session evaluations. The email from Beacon stating the availability of on-demand access to sessions went out prematurely and there were initial errors in the stated speaker names on the evaluations for these on-demand sessions. This error would impact CPA reports, and was corrected.

Action: The Board discussed initial errors in the way that the Beacon platform tracked length of attendance, which conflicted with the method that CPA uses to track the length of attendance. This error was resolved after the first break-out session.

### **C. Discussion of Ideas to Adapt Virtual Components to In-Person Conferences**

Action: Board members discussed word-of-mouth feedback received to-date. Most feedback was positive, with an exception of feedback about the keynote speaker. Attendees conveyed excitement about having access to on-demand sessions.

Action: The Board discussed the possibility of recording future live conferences and selling them as on-demand packages as either a part of conference registration or separately. This concept could also be applied to the live, one-day trainings.

Action: Further discussion on applying the on-demand sales model to future live events will be included on a future Board meeting agenda.

Action: Granucci, Isidro, and Grabau will meet to develop a plan for selling access to the current on-demand conference sessions.

### **D. Registration Debrief**

Action: Roughly 380 people registered for the conference, which included paid and unpaid registrants. Registration was lower this year compared to previous conferences. The overhead costs of the conference were lower this year compared to previous years.

### **E. Committee Membership**

Action: Grabau collected the names of the two people who expressed interest in volunteering for committees during the April 1, 2021 Business Meeting and will follow up with them.

Action: The Membership Committee does not currently have a chair. It is not required for the committee chair to be a Board member; however, the chair would be

prohibited from receiving an honorarium from the association. Isidro to outreach to potential members who would be well suited for the role, including Kit Wall and a former association president.

**F. One-Day Training**

Action: Grabau will send DiCiro the draft flyer for the upcoming training on compassion fatigue.

**G. Board Retreat**

Action: The Board retreat will take place July 16 and 17, 2021, at the San Diego Marriott Marina.

**4. Adjourn**

There being no further business, meeting adjourned at 4:10 pm.