NMSAAM BOD Meeting Minutes December 1, 2020, 7pm

NMSAAM Secretary Jennifer Rysanek

In Attendance: Yvonne Walston, Steve Malins, Chris Whyrick, Bernadette Lujan, John Scott, Yvette Arrellano, Amanda Wheat, Catarina Di Palma, and Jennifer Rysanek

Meeting Notes from October 20 reported and approved by all.

NMSAAM President Yvonne Walston briefly covered committees and stressed that all are at different stages, and are developing with the experience of committee members.

The vote for the Finance Committee was held: For the time being and simplicity, the Executive Committee will serve as the Finance Committee as well.

Treasurer Steve Malins moved that the Treasurer serve as the chairperson for the Finance Committee, and this was approved by the BOD as both reasonable and appropriate.

Yvonne Walston discussed both goal-setting and strategic planning. We are in a position of great opportunity for growth at NMSAAM.

Vice President Bernadette Lujan gave her report, and introduced a mock-up of a job description for an Educational Director (ED). She suggested and hourly wage for this position. She has spoken with CSOMA, and their ED is contracted to work 2-10 hours weekly. Although we’ve spoken about hiring a lobbyist, but with our modest current budget, an ED will be able to help as well. She suggested that an ED will:

* Support board member positions and responsibilities
* Committees, such as membership, would support the ED position
* The ED position would alleviate board member burnout
* The ED should possess strong organization and communication skills
* The ED should possess technical abilities to manage our online presence
* The ED should be passionate about our medicine
* The ED should have strong leadership skills

Bernadette stated that the annual cost of an ED would be approximately 11k. Treasurer, Steve Malins suggested a smaller salary/wage at first.

Steve Malins suggested that the ED should come from outside the NMSAAM Board.

Yvonne Walston suggested that it would be helpful if the ED reside in the Santa Fe area, thus being in closer proximity to the Legislature if needed. Also, the board should be careful with the hours of the ED: flexibility being essential.

The salary of this position will be paid through increased membership, as well as sponsorships and more.

Next steps in hiring an Educational Director:

* Evaluate the Budget
* Budget Allocation for position
* Dedicated time to advertise, screen, interview and plan with the expectations and needs of the board and organization

Additionally, Steve Malins motioned that between now and the next meeting the Executive Committee will approve the budget for the ED position, finalize the language for said position, and once the RFP (Request for Proposals) is approved: the position advertised. The Executive Committee will then track responses and these responses will be discussed with the BOD.

Treasurer Steve Malins presented the Treasurer’s Report. He stated that NMSAAM’s ongoing expenses have remained the same. Currently NMSAAM has approximately 20k in the bank.

The Budget for 2021 will be completed with an ED in mind.

President Yvonne Walston presented the ASA report. First discussed was the 11/24/20 Emergency ASA Council Teleconference attended by delegate Yvonne Walston. Our other delegate, Steve Malins, was not in attendance as he didn’t want to sign the NDA required. The NDA states that he will not discuss financials with anyone, including the NMSAAM BOD. His request to attend without signing the NDA was denied. This emergency meeting’s primary focus was regarding the financial difficulties of JASA, which is owned by Jen Stone. The ASA BOD does not want the financial risk of signing a contract with a publisher.

Secondly, Steve Malins proposal to the ASA, for ASA chairpersons of the ASA committees to have full access to the ASA/CSA listserve was approved by NMSAAM BOD.

Insurance committee chair Amanda Wheat reported that she had a meeting with the ASA, and within the NMSAAM insurance committee. She stated that she has attempted contact with Mori West regarding help with identifying why NM Insurance panels are always full to acupuncture. She is still waiting for a response.

Membership Chair Jennifer Rysanek gave her report as well. Membership stands at 45, with great potential for growth. She and the committee have set a goal of 100 members by the close of 2021. She has ideas for engaging both seasoned and newer practitioners. Perhaps drawing from the board or membership those who have an expertise or specialty that they would be willing to share. PDA opportunities sponsored by NMSAAM were also mentioned. Listserve should also be offered as another benefit of joining NMSAAM.

Continuing Education Chair Chris Whyrick reported that he has contacted Eric Buckley about Injection Therapy. Chris took a 60 hour Injection therapy course in Florida, where the scope of practice is very similar to ours. He reported that once the course is completed, one can practice IT immediately after sending proof of course completion to the state (FL). He also stated that Florida schools now include Injection Therapy in their course curriculum. Chris states that he will contact BAOM about Injection Therapy. Possibly holding a course here as a fundraising opportunity for NMSAAM as well.

Legislative Committee chair Bernadette Lujan reported that COVID is a top priority with the state legislature, but that we should all be aware of legislative happenings. Concerns that our governor may move on to a federal position, as do many positions within the legislature.

Governance committee chair Steve Malins reminded the BOD that the Listserve is up and running. There are few posts now, but it has the potential to be a significant benefit to members as it provides a platform for discussion among professionals (not just NMSAAM issues). Steve reminded the BOD that to view a complete archive of NMSAAM bylaws can be found at: <https://nmsammgov.github.io>

Public Relations Committee chair Yvette Arrellano reported that she plans to arrange a meeting of the committee soon. One of her goals it to compile a concise list for press releases for ease-of-use.

Ad Hoc Committee: Caterina Di Palma reported that another possible name change for our professional title might include “Asian Pacific” in some way.

Closing statement from President Yvonne Walston reminded the board to keep their eye out for any potential candidates for the ED position.

Next BOD meeting set for January 12, 2021 at 6:30pm.