

**AAIP Board Meeting Minutes  
June 16, 2021**

**Attendees:** Tom Anderson, Mary Owen, Blair Matheson, Shaquita Bell, Jonathan Baines, Allison Kelliher, Charlene Hansen, Missy Begay, Margaret Knight

Guest: Kyle Dover, CPA, Red Oak Accounting Advisors

Call to Order/Roll Call: Meeting commenced at 8:15 PM (CST)

Topic	Discussion	Action Items
<b>I. Meeting: Call to Order</b>	Mary Owen, MD, AAIP President at 8:19 PM CST	
<b>II. Roll call:</b>	Allison Kelliher, MD Quorum established	
<b>III. Approval of Agenda and Minutes of April 21, 2021:</b>	Motion to approve April 21, 2021 minutes by Allison Kelliher, MD, Second by Blair Matheson, Motion passed	
<b>IV. Financial Report/comments</b> Kyle Dover, CPA, Red Oak Accounting Advisors and Dr. Matheson	Kyle Dover reported that May is a good month, change over and draw down system completed. Cash has gone down but \$100,000 in draws is pending. Accounts payable majority are consultants and accruals for monthly costs and normal debts. State of Activity shows a \$25,000 donation and event revenue from Cvent for sponsors and dues \$35,000 in revenue. Draws for April & May totaled \$98,000. Total assets at \$205,000 and expenses for May are \$31,000 for CDC and \$19,000 SAMSHA. Grant draw downs will start to run smoother. Dr. Owen stated reports may go to a quarterly report. Discussion regarding the financial reporting. Dr. Hansen stated the board has an obligation to monitor monthly reports and be hands on. Dr. Matheson states will do whatever the Board wants. Dr.	

<p><b>V. Executive Director Report</b> Tom Anderson</p>	<p>Begay suggests a more simple report and a more indepth report every other month. Various suggestions were offered by board members such as a synopsis or summary by Dr. Matheson and having the accountant available for questions. Dr. Matheson explained that the tax return was filed and is available on Guidestar as other non-profit returns. Dr. Kelliher not sure what we are paying for. Tom Anderson explained the SAMSHA grant costs such as a consultant who assisted with writing the grant and has expertise working with SAMSHA and tribes. Other consultants include – Epidemiologist and Evaluator, Prevention specialist, person working locally, newly hired Mary Hammer and Dr. Shaw who coordinates with tribal leadership and tribal council. Dr. Kelliher stated she has a much better understanding. Dr. Mathison stated trying to accure on a monthly basis and is more consistent. Tom also explained that radio spots are in the CDC grant and the Opoiod Response Network plus advertisements.</p> <p>Dr. Owen – Plan is to have the accountant available and Dr. Matheson will give the report. <b><u>Motion by Dr.. Baines to accept the plan, second by Dr. Kelliher, Motion passed.</u></b></p> <p>Tom reported that the audit is completed and the Form 990 has been submitted. Walmart cards were given out which was funded through a \$25,000 donation to improve vaccination rates. Indirect cost rate proposal was submitted recently by the current financial group. The previous financial group did not file the proposal. The current rate may go up and will be good for the next 3-5</p>	
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<p><b>VI. Committee Reports</b></p>	<p>years. The PPP loan is on hold across the country and funding through IHS mentor/mentee program for \$60,000 and will be meeting soon and will be calling on members to participate. A report will be due regarding student encounters.</p> <p><u>COVID Task Force</u> – Dr. Owen reported that the task force will line up with the CDC grant and a meeting is needed. Don't want to focus on basics but long term on COVID19, want long-term sustainability. The committee would like to reach middle age individuals regarding vaccination. Will hold a fall town hall, low attendance for town halls but will poll the membership for a day and time for an evening meeting. Will invite experts in virology</p> <p><u>Governance Committee</u> – Dr. Owen stated the slate is President Elect – LukeJohn Day, Dan Calac and for Treasurer – Dr. Blair Matheson, Directors At Large – Dr. Jon Baines and Dr. Shaquita Bell. Other people on the governance committee include Dr. Nicole Stern, Dr. Adrian Begay, Dr. Antoinette Martinez and Dr. Ken Bernard. The committee will reach out and get names by the 24<sup>th</sup> and send the slate by June 25,2021. Tom reported that some are not up to date on dues.</p> <p><u>Policy &amp; Legislation Committee</u> – Nothing to report</p> <p><u>Rites &amp; Ceremonies Committee</u> – Dr. Kelliher reported that through contact with members, an LGBT!2+ Talking Circle will be held in addition to the Men's Circle. The committee is responsible for opening and closing prayers</p>	
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each day, Friday will be Dr. Kelliher and Dr. Shaw. Dr. Kelliher will reach out to the Puyallup area for participation. Supply needs include items for gifting such as bundles of white sage, feathers and cost of shipping items.

Membership Committee – Dr. Begay reported that the membership committee was able to meet. Question about the Physician of the Year will there be an award given out. Dr. Hansen stated an award should be given. A call for Physician of the Year award nominees will be sent out to the membership. Tom reported that there were 100 dues paying members, affiliates are non-voting. Dr. Martinez and Dr. Begay will exam membership categories and present at the next mid year meeting. Dr. Hansen stated that for special interest groups a forum to interface and be sensitive to their needs and concerns. There has been ample debate and Dr. Matheson would like AAIP to keep its identity but have a connection with PA/NPs. Dr. Begay stated not trying to change the organization but a way to facilitate including others.

Public Relations and Marketing Committee – Dr. Begay report that there is a 60 day hold on the website to do anything on the website. Several website companies have submitted their proposals will have a special meeting to consider the proposal. It will take at least 3-5 months to get it going. Bids are in the dropbox and Dr. Begay will review them.

Physician Wellness Committee – Dr. Kelliher reported the

committee continues to meet. One speaker joined 40 minutes late and people on the call continue to talk and share helpful links, covered pitfalls and used 2 hours of time. Only one more session on July 10<sup>th</sup> and will be a great session on Resilience. Confirmation from Sharon Day who will facilitate the women's retreat.

Annual Meeting - Dr. Bell reported the next meeting of the committee will be June 29, 2021. Dr. Kardonsky is working on the virtual program. Registration is going well including vendors/sponsors. Need vendor booths and help with advertising. Eric Brodt, MD will donate, Dr. Owen will also donate gifts for attendees and speakers. All board members will be asked to be moderators. There will be a live auction and board members will show auction items. Dr. Hansen will donate a blanket for the auction. Cvent will also create a tool for people to have a step by step guide.

Academic Medicine Committee – Dr. Baines reported that the Pre-Residency Workshop is coordinating with Mayo and GMEd and will provide funds. Needed from AAIP is consulting, fees and presentations during the day. Need advertising from AAIP and targeting incoming first year medical students.

AAMC – Dr. Owen stated that AAMC would like to help AAIP find Native faculty. Question regarding how many institutions have zero Native faculty. Target those who have more. A survey will be sent out to various institutions, AAIP then can focus on faculty development.

Tom stated the AAIP office is happy to help.

Association of Minority Physicians – Dr. Owen reported the minority physician’s group will work together and develop a 501c3 organization. There will be an American Indian/Alaska Native Health Workforce Summit – the first day is a review of all programs, any pathway programs for Native students, identify groups and bring groups together to address gaps. Groups will include Bureau of Indian Education (BIE), DOL, AAMC, NIEA and IHS will be there. The meeting will be virtual, 2<sup>nd</sup> and 3<sup>rd</sup> days will be working days. An in-person meeting in DC at AAMC will be held in the spring. The Summit will be in October and AAMC will help.

50<sup>th</sup> Annual Meeting – Planning has started, with Dr. Matheson to help, Dr. Kelliher thru the Rites and Ceremonies Committee, Physician Wellness, Dr. Baines to assist with the academic side. Voting will be run by the Governance Committee. The first meeting will be held on July 15, 2021 and the theme is “Invisible No More” and the meeting will be held in Washington, DC. AAMC is there, hold a reception at the American Indian museum.

LIME – Another project AAIP is working on is the LIME with AAMC that provide indigenous education to all medical schools. Hazelton to write for a grant to provide long-term care/community care and bring their model into Indian communities.

JAMA – writing a letter regarding JAMA to get them to

<p><b>VII. Adjourn</b></p>	<p>change the article. Dr. Kelliher has reached out to the tribes but has not heard anything and waiting for a better list.</p> <p>Update on gift cards – resolved through distribution of gift cards. Sent out to members around the vaccine, \$25.00 Walmart gift cards. Reached out to some great communities. Dr. Owen would like to send out a nice thank you note to Mr. Bialis.</p> <p>Dr. Owen would like to keep the scheduled Board Meeting meeting in August 18, 2021.</p> <p>Meeting adjourn.</p>	

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