# AAIP November Board Meeting
## January 08, 2020

**Attendees:** Walt Hollow, Kim Hartwig, John Molina, Amy DeLong, Mary Owen, Arne Vainio, Jana Harkins, Tom Anderson  
**Absent:** Jonathan Baines, Luke Day

Call to Order/Roll Call: Meeting commenced at 08:14 PM (CST)

<table>
<thead>
<tr>
<th>Topic</th>
<th>Discussion</th>
<th>Action Items</th>
</tr>
</thead>
</table>
| Approval of December board meeting minutes and January 2020 agenda | • Approved December board meeting minutes  
  o First motion: Dr. Owen; Second motion: Dr. Molina  
    ▪ Yes: 6  
    ▪ No: 0  
    ▪ Abstain: 0  
  • Approved January 08, 2020 agenda  
    o First motion: Dr. Owen; Second motion: Dr. Amy DeLong  
      ▪ Yes: 6  
      ▪ No: 0  
      ▪ Abstain: 0 |  |
| Financial report | • Jana Harkins presented November 2019 financial report  
• Statement of activity  
  o $390K remaining in checking account ($215K is encumbered cash/restricted cash)  
  o $91K receivables (majority of AAIP revenue)  
  o Personnel cost remain unchanged compared to Oct 2018  
  o Occupancy costs remain unchanged compared to Oct 2018  
  o $155K in Liabilities’ for November  
  o Some outstanding collections form NY PAW  
• Accounts receivable  
  o Total Month end net assets are $335K compared to $284K Nov 2018  
  • Comparing to last year there are no significant differences in terms of finances |  |
<table>
<thead>
<tr>
<th><strong>President updates</strong></th>
<th><strong>Planning budget for Jul 2020-21 (estimated to be $577K)</strong></th>
</tr>
</thead>
</table>
| **Cross Cultural Medicine Workshop (CCMW)** | • Will be held in Albuquerque, NM at Crown Plaza (April 23-26th, 2020)  
  o Planning committee: Drs. Vainio, Day, Owen and Hollow had Dec meeting – drafting agenda and inviting speakers; number of speakers have agreed; trying to coordinate visit to Albuquerque IHS clinic  
| **2020 AAIP Annual meeting** | – will take place in Tacoma, WA;  
  Looking at Emerald Green Hotel And Casino operated by Puyallup to be available; Puyallup pledged to do opening prayer and color guard; chairmen of tribal council doing opening welcome  
| **Number of PAWs wanting to start across the U.S. (CA, LA, NW, NC)** |  
  o Gary Langford not able to attend all of them  
  o Discussion on should AAIP hire more staff; discussion about how to market program and expertise  
  o Consensus of group was not to hire additional staff |

| **Funding updates** | **Staff engaged on one contract with HRSA contractor RTI pertaining to clinic patient surveys AI/AN clinics and Native Hawaiian clinics and executing elements of the SAMHSA grant deliverables.** |

| **Committee reports** | **Governance** – Dr. Hollow will be setting up another Local Planning meeting call.  
  Rites and ceremony – no updates; request made to contact Ray McCloud for initiation ceremony at AAIP Annual meeting  
  Finance – Dr Hartwig reiterated Locum effort for garnering funding for AAIP is viable as a fund raiser. Illustrated details on how the program works through Dr Mathison.  
  Policy and legislation committee – Dr. Hollow discussed a meeting arranged with Rear Admiral Weahkee and IHS personnel on Feb 5 202 for a dialogue on collaborating with AAIP and funding and for refreshing everyone’s memory of the AAIP IHS MOU. |
- Fundraising – Dr Molina stated he is sending out 15 solicitation letters to organizations for CCMW and other related sponsorships.
- Academic medicine/education – Dr Hollow stated he and Dr Baines had discussed arranging a pre-conference meeting (August 5th) with AI/AN COM Faculty from around the country at Annual Meeting either a half day of full day. Hope to develop an agenda soon for the discussion.
- ANAMS – Dr. DeLong stated a meeting was held with ANAMS President (OU COM) and an OSU COM student.
- Student advisory committee – no updates
- Public relationship/marketing – no updates
- Membership – no new membership applications
- AMA - A recent JAMA article was published omitting AI/AN Diabetes rates. Discussion was conducted for next steps to raise awareness.
- AAMC - Dr Hollow stated he would be in contact with Norma Poll Hunter and Dr Acosta pertaining to obtaining a national AI/AN faculty listing.

| Executive Director update                      | Seeking sponsors for CCMW (possible sponsors include Gallup Family Medicine residency, American College of Cardiology) |
|                                             | IHS mentors program – need meeting of identified mentors and mentees; planning for everyone to meet at CCMW in 2020 |
|                                             | Planning to lease out some of the AAIP office space in Oklahoma City to raise revenue. NIEA scheduled to take occupancy Feb 17th. |
|                                             | Collection has been a top priority from prior events AAIP hosted. |

| New business | No new business |

Meeting adjourned at 22:07 PM (CST) by Tom Anderson

Next Board meeting on **February 12, 2020** at 8:00 PM (CST)