

Call to Order / Roll Call

- a. Number of voting committee members: 15
- b. Number of voting members for quorum: 8

Co-Chair	Mehmet Dokucu, MD, DFAPA, PhD	<input checked="" type="checkbox"/>	Co-Chair	Sarah Parsons, DO, FAPA, FACLP	<input checked="" type="checkbox"/>
President	Joshua Brown, MD, PhD	<input checked="" type="checkbox"/>	President-Elect	Tracy Barbour, MD	<input checked="" type="checkbox"/>
Member	Mo Abgelghani, M MBBCh, MSc, FRCPsych, FCTMSS	<input checked="" type="checkbox"/>	Member	Bhavani Kashyap, PhD, MBBS	<input checked="" type="checkbox"/>
Member	Linda Carpenter, MD, FCTMSS	<input checked="" type="checkbox"/>	Member	Johnny O’Reardon, MD, FCTMSS	<input checked="" type="checkbox"/>
Member	Michelle Cochran, MD, DLFAPA, FCTMSS	<input checked="" type="checkbox"/>	Member	Randy Pardell, MD, DLFAPA, FCTMSS	<input checked="" type="checkbox"/>
Member	Kim Cress, MD, FCTMSS	<input type="checkbox"/>	Member	Richard Pitch, MD, FCTMSS	<input type="checkbox"/>
Member	Maria Davila, MD, DFAPA, FASAM, FCTMSS	<input checked="" type="checkbox"/>	Member	Jonathan Schwartz, MD	<input checked="" type="checkbox"/>
Member	Karen Giles, MD	<input checked="" type="checkbox"/>	Non-Voting Member	Rebecca Allen, MD, MPH, FCTMSS	<input checked="" type="checkbox"/>
Member	Todd Hutton, MD, DLFAPA, FCTMSS	<input checked="" type="checkbox"/>			

Staff

Staff	Jesse Howard	<input checked="" type="checkbox"/>	Staff	Rebecca Renner	<input checked="" type="checkbox"/>
Staff	Amy Baxmann	<input checked="" type="checkbox"/>			

I. Call to Order

M. Dokucu called the meeting to order at 6:05 PM ET.

II. Approval of Minutes

Motion to approve the minutes from the November 18 and December 2 committee meetings duly made, seconded and approved.

III. Discussion Items:

J. Brown began the meeting by giving an overview of concerns raised by committee members regarding Annual Meeting venue selection. The committee was advised that the Board decided to form a task force led by T. Barbour to evaluate and make recommendations about future meeting locations. It was agreed that while the Annual Meeting Committee would still play a role in venue selection, involving the Executive Committee and Board would allow for better consideration of strategic directions and financial implications. The Annual Meeting Task Force will work in partnership with the Annual Meeting Committee co-chairs, who will serve as liaisons.

Committee members then discussed the symposia selection process, emphasizing that this was the first year where a formal symposium submission system had been utilized. It was emphasized that both the Annual Meeting Committee and Research Committee should collaborate in evaluating the submissions. The unique clinical focus of the organization was highlighted along with the importance of maintaining clinical lectures. It was noted that the symposia decisions should be collaborative but should be communicated through the Research Committee chair and co-chair to maintain efficiency while respecting collaborative processes. It was noted that the Research Committee has been tasked with reevaluating the symposia review process.

It was suggested that there be a representative from both the Research Committee and the Clinical Standards Committee that are invited to attend the Annual Meeting Committee meetings. Members discussed formalizing joint positions where members could serve on multiple committees, though it was determined that regular co-chair meetings would be a more practical solution for addressing issues quickly. Other suggestions included co-chair invitations to other committee meeting and ex-officio membership options. It was emphasized that there needs to be centralized decision-making to better coordinate committee activities and align with overall society goals.

IV. Adjournment

M. Dokucu adjourned the meeting at 6:57 PM ET.

The next committee meeting will be held on March 10th at 3pm PT / 5pm CT / 6pm ET / 11pm BST.