

PA History Society
Board of Trustees Meeting Minutes
August 17, 2023

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Trustees Present: Robin Hunter-Buskey, DHSc, CPHP, CCHP, CDCES, PA-C, Captain USPHS
William Kohlhepp, DHSc, PA-C, DFAAPA, *Secretary/Treasurer*
Dawn Morton-Rias, EdD, PA-C, ICE-CCP, FACHE, *CEO & PAHx Executive Director*
Debra Munsell, DHSc, PA-C, DFAAPA
Sophi Scarnewman, PA-S
Robert Smith, DHSc, PA-C, DFAAPA, *President Elect*
Greg Thomas, PA-C Emeritus, MPH, DFAAPA
Richard Vause, Jr., DHSc, MPAS, PA-C, FCPP, DFAAPA, Capt. USPHS (retired)
Steve Wilson, PA-C, *President*

Excused: Bruna Varalli-Claypool, BBA, MHS, PA-C, DFAAPA

Staff & Historian Attending: Lori Konopka-Sauer, BS, *Managing Director*
Connie Mara, *Administrative Coordinator*
Tricia Marriott, PA-C, MPAS, MJ, CHC, *Historian*
Michelle Schabowski, MSIS, CA, *Senior Archivist*

Welcome

President Steve Wilson called the meeting to order on Thursday, August 17, at 7:03 p.m. and welcomed everyone to the Society's annual summer ZOOM meeting.

Report from the CEO & Executive Director

Dawn Morton-Rias, NCCPA CEO and PAHx Executive Director, welcomed the Trustees and referred the board members to her written report in the board portfolio [Tab A]. Student Trustee Scarnewman inquired if the Society ever collaborated with the subject matter experts when they visited the NCCPA headquarters. She mentioned offering the opportunity for these PAs to write an article for *Historical Happenings* or record an oral history on the evolution of the specialty exams and other changes and/or additions to the certification exams. Dr. Morton-Rias explained that approximately 300 PAs participate annually in the Commission's one-to-three-day work-sessions and the PAs are provided the opportunity to be featured on the NCCPA podcast, in specialty articles, and in the NCCPA's monthly newsletter to share their experiences as item writers. CEO Morton-Rias shared that the content experts are in the office during the weekdays and therefore haven't been in the office during the same time when the Trustees are in the office. Historian

Marriott referenced the 68% of PAs who have successfully regained their certification and asked if there was data explaining why the other 32% had not regained certification. Dr. Morton-Rias explained that there were several reasons including PAs not logging their CME within the timeframe, not passing PANRE, and some that simply allow their certification to expire as they approach retirement. She added that the current certification maintenance rate is quite high compared to other professions.

Trustee Hunter-Buskey asked if social media has changed the way that historical information about the profession is recorded, preserved, and archived. She asked how the Society was capturing relevant social media information. She referenced a recent posting on social media about the growth of PAs by decade. Managing Director Konopka-Sauer explained that Senior Archivist Schabowski constantly monitors the various social media platforms and when she sees an item posted with historical value, the Senior Archivist will go to the actual source to get a copy of the information to save it in the Society's collection. Trustee Vause shared that he had seen that same social media post and noted that the PAs from the 1970s and 1960s were not included. Historian Marriott said that she had reposted that specific report that came from the NCCPA. Ms. Marriott explained that Dr. Carter had also shared a report with the staff from the Bureau of Health Manpower Education that grouped together the different iterations of PA-like professions in their report (ex. PAs, NPs, surgical PAs, etc.) and thus the PA-only numbers are not pure PA numbers during that specific timeframe.

Trustee Munsell inquired about the NCCPA report regarding the increase in requests for ADA accommodations. Ms. Munsell said she is also seeing an increase and asked if the Commission is categorizing these requests differently now or if this increase could be related to the NCCPA's DEI initiatives. Dr. Morton-Rias said that there has been a dramatic increase in accommodation requests for PANCE. The accommodation requests that are fulfilled are based on documented, medical diagnoses. She added that most accommodations provided by NCCPA and Pierson Vue are based on need and generally allow more time or provide a private test area or provide a reader, and on very rare occasions allow a paper exam. CEO Morton-Rias said that they don't tabulate or share these types of requests as these are private, personal issues. She did note that the NCCPA recently hired additional staff to review the increase in applications for accommodations.

Report from the President

President Wilson referred the Trustees to his written report in the board meeting portfolio [Tab B]. Mr. Wilson announced that officer elections would take place during the November Board meeting and asked those Trustees interested in serving as President-Elect in 2024 to please send their letter of interest and CV to Ms. Konopka-Sauer by October 6th. He added that the officer role of Secretary-Treasurer is a two-year term and Trustee Kohlhepp will be completing his second year in 2024.

President Wilson shared the new proposed Board weekend schedule. He said based on the results from the April Board Meeting questionnaire, Trustees had requested convening the workshop and business meeting on two separate days, as well as adjourning earlier on Sunday so that everyone can arrive home earlier. Below is the revised schedule that was shared during the August Board Meeting:

In-coming arrivals to Atlanta:

Friday, Nov. 3 [evening] *OR* Saturday, Nov. 4 [morning by 10-10:30am (ET)] based upon flight availability. (Saturday morning preferred for those on east coast)

Saturday, Nov. 4th Proposed Schedule:

12noon: PAHx Board & Staff Group Lunch

12:30pm – 4pm: Board Workshop

5/6pm: NCCPA-PAHx Board & Staff Group Dinner

Sunday, Nov. 5th Proposed Schedule:

9am – 11:30am: PAHx Board Business Meeting

Trustees will depart the hotel for the ATL Airport at approximately 11:45am for their flights departing the ATL Airport after 2pm. Trustees are asked to have lunch (which can be expensed) at ATL Airport prior to their flights back home.

Report from the Secretary

Secretary Bill Kohlhepp presented the draft minutes from the April 23, 2023, Board Meeting for review and approval. A conversation ensued regarding the paragraph in the minutes which explained the PA License Compact.

Edits recommended to the drafted minutes on page 2 of the CEO Report - page 10 of the August Meeting Portfolio:

Trustee Kohlhepp inquired about recent PA Licensure Compact issues and current conversations including current certification. He asked how those conversations have played out for states that don't require current certification. Trustee Thomas, who is the NCCPA liaison to FSMB, said that when this discussion started several years ago, those involved [medical board representatives, physicians, PAs, etc.] agreed to set a higher standard for PAs and not a lower one. Mr. Thomas added that although current certification and re-licensure is not required for all states, most employers and health systems require current certification for PAs to practice. Trustee Hunter-Buskey added that some states have written legislation to read currently certified or the equivalent. ~~She explained that the requirements for certification are still there, but not mandated. In addition, if the PA is not certified, they still must complete the NCCPA questions for re-licensure. Trustee Thomas added that if the PA Licensure Compact is passed, then all PAs will need to be certified for re-licensure.~~

Trustee Vause moved to approve the April 23, 2023, Board Meeting Minutes as amended, and Ex-Officio Trustee Morton-Rias seconded the motion.

ACTION:

✓ **Approved the April 23, 2023, Board of Trustees Meeting Minutes**

Report on Finances

Treasurer Kohlhepp provided an overview of the three sets of financial documents included in the meeting portfolio [Tab D]. Dr. Kohlhepp referred Trustees to Attachment 1, the 2022 Form 990 Tax Return, page 27 of the meeting portfolio. He explained that Form 990 is the document used by non-profit organizations. Dr. Kohlhepp added that he and the Finance Committee

members completed a review of the document and identified a few items that needed clarification from the NCCPA Finance department. Treasurer Kohlhepp added that he, Ms. Konopka-Sauer, and Tim Ryan, NCCPA Vice President of Finance & Human Resources, convened via ZOOM to finalize the revisions and amend the original Form 990 that was received from the auditors. President Wilson thanked Treasurer Kohlhepp and the Finance Committee for their thorough review of the annual Form 990. Trustee Hunter-Buskey moved to approve the 2022 Form 990 and Trustee Vause seconded the motion.

ACTION:

- ✓ **Approved the PAHx 2022 Form 990 Tax Return for filing.**

Dr. Kohlhepp referred Trustees to page 71 of the meeting portfolio for a review of June 30, 2023, Statement of Financial Position, which outlines the Society's strong financial position. Treasurer Kohlhepp reviewed the Statement of Activities (page 72) and noted that the Footnotes for the second quarter are found on page 73 of the meeting portfolio. He noted that the revenue table found in the Treasurer Report (page 26, meeting portfolio) demonstrates that the revenue received from book sales and Associates continued to be strong during this quarter. Treasurer Kohlhepp asked if there were any questions or objections from the Trustees to file the second-quarter 2023 financials, and hearing none, the second quarter 2023 financials were accepted for filing.

Report of the Managing Director and Staff

Managing Director Konopka-Sauer referred to the staff activities listed in her written report [Tab E]. She explained that marketing continued for the "Social Innovators" book and noted that Ms. Mara designed a special book flyer which she emailed to the PA program university librarians in July. Ms. Konopka-Sauer showed the Kirkus Reviews advertisement, which would appear in the September 1st, September 15th, and October 1st print publications and distributed to high school and university librarians, counselors, and bookstores. The Managing Director explained that the PAEA announced in June that it would be starting two podcasts, one associated with JPAE and the other a podcast titled *All Things PA Education*. In addition, she said that PAEA had acquired the well-established podcast series with Kevin Loheny and Stephanie VanderMeulen titled the *PA Path* podcast. She added that this podcast averages 21,000 downloads per episode. Ms. Konopka-Sauer said the Society has purchased exclusive sponsorship of the November 1st *PA Path* podcast episode and explained that the sponsorship includes mentions at the beginning and end of the podcast; a 90-second audio promotion in the middle of the podcast and inclusion in all PAEA's social media promoting of the November 1st podcast episode.

Ms. Konopka-Sauer provided a brief tutorial of the updated website that had recently launched on August 14th. She demonstrated the new location of the toolbar and the fluid movement throughout the website pages. Ms. Konopka-Sauer asked that Trustees review the PAHx website and contact Michelle or herself if they find any issues or have any questions. During the website presentation Trustee Hunter-Buskey led a conversation regarding the use of "physician assistant" or "PA" throughout the website. President-Elect Smith also suggested using

“physician assistant-physician associate” when appropriate. Trustee Vause asked CEO Morton-Rias regarding NCCPA’s use of the title change. She said that the Commission has gone on record stating that they will use the terms PA, physician assistant, and physician associate interchangeably. CEO Morton-Rias further explained that none of the states have changed their regulations to physician associate and as the national certifying organization, NCCPA’s language for the profession’s title must match that of each state so that PAs can remain certified. Trustee Smith advocated for including the title “Asociado Medico” with the other titles. Trustee Thomas added that the Society should continue to use physician assistant or PA, as that has been and continues to be the official title of the profession.

The Managing Director shared photographs of the office renovations and explained the extensive packing that the staff was involved in at the office this summer. Ms. Konopka-Sauer added that she and Ms. Schabowski traveled to Durham to pack up the Society’s holdings and Dr. Stead’s office display due to the North Carolina Academy of PAs headquarters undergoing summer renovations. She also reviewed the website Google Analytics and social media usage. Ms. Konopka-Sauer thanked Trustees Kohlhepp and Munsell, who are always the first to share and like the Society’s posts. She also provided a quick review of the donations that the PAHx has received this year for the archives, presented the “Welcome to the Profession” certificate for student graduates as another exclusive benefit for Associates, and a new PAHx lapel pin to be distributed at conferences (for a donation). Also, it was noted that both the certificate and lapel pin were designed by Ms. Mara. Ms. Konopka-Sauer reviewed the number of books sold as of July 30th and the number of paid Associates as of August 11th. She confirmed that the list of 2023 constituent organizations, who were paid Associates (PAs for Latino Health, Florida Academy of PAs and Pennsylvania Society of PAs), were featured on the updated website.

Report of the Historian

Historian Marriott provided highlights from her written report [Tab F]. She said that the two oral histories she had conducted were with Peggy Valentine and Michael Powe during the AAPA conference. Ms. Marriott said that Ms. Valentine’s interview is posted on the website but that she is waiting for Mr. Powe to approve his interview. Historian Marriott added that she was currently working on several biographies (Garry Lapidus, Bianca Belcher, Ben Reynolds, and Emilie Thornhill Davis). Historian Marriott mentioned that she and the staff had submitted a proposal to AAPA to hold a small group (maximum 50 attendees) interactive session at the annual conference in 2024. The session titled “Become a PA Historian: Preserving PA History” would be offered to all registered AAPA participants and CME would be awarded. She is also working with AAPA to secure an opportunity for PAHx to have an exhibitor table at their ‘pre-PA’ session next year as well.

Nominating Committee

Chair Smith shared that Trustees Thomas and Varalli-Claypool were also committee members. He said they were working on a system to evaluate the applications that follows an objective methodology which is not subjective. Dr. Smith said the Society has been promoting its one full-term Trustee position and the annual Student Trustee seat this summer. He explained that the new application process for the full-term Trustee candidates include a writing sample of a

biography from a mock Jane Doe CV. He said the application deadline is September 8, 2023. Trustee Kohlhepp asked about previous conversations by former Board members to represent the different regions of the country more accurately, and address issues of ethnicity and gender so that the Board of Trustees is more representative of the profession. Chair Smith said other discussions included assigning regions to each Trustee. Dr. Smith said in addition to the regular promotional avenues during the Society's call for applications, that additional contact has been made to several groups. These groups include PAs for Latino Health, the African Heritage Caucus, PAs for Asian Health, LGBT Causes, etc. As chair of the Nominating Committee, Dr. Smith said he is looking for a broader spectrum of people to join the Board. Trustee Hunter-Buskey asked if there was a problem with the current recruitment process. A conversation ensued about the interest in expanding the applicant pool from the West Coast, Northwest, and Midwest, without asking Trustees to reach-out to specific PAs and suggest that they apply. President Wilson said that this has been an ongoing issue and asked that the Nominating Committee continue to review the application process.

Committee Reports

Archival & Website Committee Chair Trustee Rich Vause noted that 15 new biographies had been added to the Society's collection this year and thanked everyone for these submissions. He noted that six of the 15 BIOs were submitted by the Army Society of PAs and suggested that Trustees contact their constituents at the other military branches and solicit their assistance in writing BIOs as well. Chair Vause reminded everyone that the reference materials and instructions for writing biographies and conducting oral history interviews can be found on the "Trustee Only" webpage. He asked that each Trustee continue to fulfill their responsibilities to write 3-5 BIOs per year. Chair Vause said that he was currently working on several BIOs including Jay Somers, Melissa Legin, Cyndy Flores, and Sharon Rollins. He asked everyone to try to complete one to two more biographies by the November meeting, so that we don't miss these important stories of PA history. Dr. Vause thanked Trustee Scarneman and Historian Marriott for conducting four of the five oral history interviews this year.

Managing Director Konopka-Sauer provided the Communications Committee update for Chair Bruna Varalli-Claypool, who was unable to attend the meeting. Ms. Konopka-Sauer said the summer newsletter was recently distributed on August 8th and that the Communications Committee encouraged all Trustees to contribute articles to the quarterly newsletter and added that the article deadline for the fall issue of *Historical Happenings* was October 16th. She also reminded the Trustees that the easy, illustrated instructions for posting a review for our Social Innovators book on Amazon are available on page 94 of the Meeting Portfolio and on the "Trustee Only" webpage.

Unfinished Business

President Wilson thanked everyone for their diligent efforts to refine the objectives for each of the goals of the Society's 2024-2026 Strategic Plan. He said the Board now has a clear picture of the main items that the Board needs to focus on to accomplish this strategic plan over

the next several years. Trustee Kohlhepp moved to approve the 2024-2026 Strategic Plan and Trustee Vause seconded the motion.

ACTION:

✓ **Approved the 2024-2026 Strategic Plan**

President Wilson called upon Ambassador Program workgroup co-chairs Trustees Smith and Vause to provide an update on the status of the proposal. Co-Chair Smith said that since the April meeting, several concerns had been shared. He said that CEO Morton-Rias had shared with him some of the concerns that the NCCPA had with their former Ambassador program. Dr. Smith explained that the original concept of the Ambassador proposal was to have an informal program for past Trustees who had already served on the board and may want to speak at future events and be acknowledged with a honorary recognition such as the PAHx Ambassador title. Co-Chair Smith continued to say that following the feedback they would like to suggest combining the current 'Outstanding Volunteer' lapel pin for Trustees with the Ambassador proposal as an informal program for former Trustees. Trustee Thomas expressed his concerns that any type of alternative title for former Trustees looks like a "work around" to term limits and noted that past board members who want to continue to participate by writing articles, biographies, etc. are welcomed to do so and really don't need to be given a specific title. Dr. Smith said the idea that he and Trustee Vause discussed was simply to provide recognition to the past board members and to not create a formal program where individuals had to apply and be vetted, which is what the Ambassador proposal ended up being after the April meeting discussions. President Wilson asked that Co-Chair Smith convene the workgroup members (Trustees Vause, Hunter-Buskey and Thomas) and reevaluate the current outline for the program and perhaps simply suggest a way to inform past board members that they are welcomed to write articles, biographies, etc. after they roll off the board.

Closing Comments

Trustee Munsell noted the recent closing of Alderson-Broadus University and its PA program. She added that their PA students are now looking toward other universities to complete their PA education.

Trustee Vause shared that he would be submitting his application for the officer position of President-Elect this fall.

With no further business, President Wilson adjourned the meeting at 8:44p.m.

/cm & lks