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Committee on Sections
American Academy of Neurology
Meeting Minutes - DRAFT
October 1, 2010
Bloomington, MN – Hilton Minneapolis/St. Paul Airport

COS Members Present

Lori Ann Schuh, MD, FAAN – A. B. Baker Section of Neurologic Educators Chair
Robert Rust, MD, FAAN – Child Neurology Chair
Gloria Galloway, MD, FAAN – Clinical Neurophysiology Chair & COSEC Member
Edward Manno, MD, FAAN – Critical Care and Emergency Neurology Chair
Osama Zaidat, MD, FAAN – Endovascular & Interventional Neurology Chair & COSEC Member
William Theodore, MD, FAAN – Epilepsy Chair
Jerome Kurent, MD, MPH, FAAN – Ethics Chair
Awais Riaz, MD, PhD – General Neurology Chair
Robert Ruff, MD, FAAN – Government Service Neurologists Chair
Joel Saper, MD, FAAN – Headache & Facial Pain Chair
Kathleen Shannon, MD – Movement Disorders Chair
Robert Lisak, MD, FAAN – Multiple Sclerosis Chair
Mark Quigg, MD – Neuroendocrinology Chair
William G. Preston, MD, FAAN – Neuroimaging Chair
Avindra Nath, MBBS, FAAN – Neuro-infectious Disease Chair
Yadollah Harati, MD, FAAN – Neuromuscular Chair
Lisa Rogers, DO, FAAN – Neuro-Oncology Chair
Valerie Biousse, MD – Neuro-ophthalmology/Neuro-otology Chair
Bradley Vaughn, MD, FAAN – Sleep Medicine Chair
J.D. Bartleson, MD, FAAN – Spine Chair
Jeffrey Kutcher, MD, MPH – Sports Neurology Chair
Jessica D. Lee, MD – Women’s Issues in Neurology

COS Meeting Representatives Present

Christopher H. Gibbons, MD – Autonomic Nervous System Chair Elect
Christopher Boes, MD – History Section Councilor
Steven Small, MD, FAAN – Neural Repair & Rehabilitation Chair Elect
Todd Czartoski, MD – Neurohospitalist Working Group Leader
John Markman, MD – Pain & Palliative Care Chair Elect
Antonio Culebras, MD, FAAN – Stroke & Vascular Neurology Chair Elect

COSEC Members Present

John Morris, MD, FAAN, COS & COSEC – Chair
Allen J. Aksamit, Jr., MD, FAAN
Stewart A. Factor, DO, FAAN
Gloria Galloway, MD, FAAN
John T. Kissel, MD, FAAN
Kimford Meador, MD, FAAN
Osama Zaidat, MD, FAAN

Guests

Robert Griggs, MD, FAAN - AAN President
Laurence Kinsella, MD, FAAN, Chair of Government Relations Committee (via teleconference)

52 Neil Busis, MD, FAAN, Chair of Medical Economics & Management (MEM) Committee (via
53 teleconference)

54

55 **COSEC Members Unable to Attend**

56 E. Steve Roach, MD, FAAN – COSEC Member

57 Caroline Tanner, MD, PhD, FAAN – COSEC Member

58

59 **Section Chairs Unable to Attend (Represented by AAN Staff)**

60 Mark D’Esposito, MD – Behavioral Neurology

61 Victor Henderson, MD, FAAN – Geriatric Neurology

62 Gustavo Roman, MD, FAAN – Neuroepidemiology

63 Daniel Geschwind, MD, FAAN – Neurogenetics

64

65 **Staff Present**

66 Christine Phelps, Deputy Executive Director; Susan Rodmyre, Director, Education (COSEC
67 Liaison); Kris Fridgen, Senior Director, Center for Research, Education & Development (RED);

68 Nancy Poechmann, Program Manager, Education (COS Liaison); Murray Sagsveen, JD, CAE,

69 General Counsel; Jason Kopinski, Chief Marketing and Technology Officer; Angela Babb,

70 Associate Director, Media and Public Relations; Kevin Heinz, Senior Manager, Education &

71 Science; Amy Nostdahl, Program Manager, Education Programs; Katie Kuechenmeister,

72 Manager, Medical Economics – Communications and Advocacy; Laura Moses, Guideline

73 Development Editor; John Kohring, Executive Director, UCNS; Section Staff Liaisons

74

75 **Meeting Notices and Agendas**

76 Meeting notices and agendas were distributed to all attendees prior to the meeting.

77

78 **Call to Order**

79 John Morris, MD, FAAN, Chair of the Committee on Sections (COS) and Committee on Sections

80 Executive Committee (COSEC), called the meeting to order at 7:35 a.m. A quorum was present

81 throughout the meeting.

82

83 **Welcome/Introductions**

84 Dr. Morris welcomed the COS meeting attendees, staff, and guests. All meeting attendees and

85 staff introduced themselves.

86

87 **Review Agenda/Call for Additions**

88 Dr. Morris gave an overview of the agenda and highlighted key issues for discussion.

89

90 **Minutes**

91 **MOTION: To approve the the June 2009, COS meeting minutes. Motion**
92 **unanimously approved.**

93

94 **AAN Board of Directors and AAN Executive Office Update**

95 ➤ Dr. Griggs provided an update. Recent and pending strategic decisions include:

96 ➤ Advocacy: The AAN is expanding its emphasis on advocacy; it is important that the
97 AAN and subspecialty societies have a shared agenda for advocacy.

98 ➤ International Cooperation – A new task force has been formed to determine how to
99 develop a joint education program and research with other countries; Cynthia Comella,
100 MD, FAAN, Chair of the Education Committee, will chair the task force.

- 101 ➤ Subspecialty/Sections: How is the AAN Indispensable? How do we begin to get sections
102 involved in the subspecialty initiatives? COSEC and the Subspecialty/Section Task Force
103 (SSTF) will begin to develop strategies.
104 ➤ Strategy for non-core constituents (non US/Canada neurologists; nurse clinicians,
105 physician assistants, research coordinators, business administrators, neuropsychologists;
106 neurophysiologists).

107 ➤
108 **Committee on Sections Executive Committee (COSEC) Report**

109 Dr. Morris provided an overview of the September 30, 2010, COSEC meeting:

- 110 ➤ The Section Primer contains an outline of the resources available to each section and a
111 list of new initiatives that can be undertaken.
112 ➤ Four leadership summits with subspecialty organizations have been scheduled for 2010
113 and 2012: Child Neurology; Epilepsy; Stroke and American Heart Association; and
114 Neuroimaging. The Chair of the applicable Section, subspecialty society executive, AAN
115 President, AAN President-Elect, AAN CEO, and other key staff will meet. Subspecialty
116 societies will develop the agenda for each summit. Sections will be kept informed of the
117 results of the leadership summits.
118 ➤ Sections with common areas/issues of interest are encouraged to work together.
119 ➤ Sections should be developing ideas on how to implement their Strategic Plan goals.

120

121 **Vice Chair Policy Change**

122 COSEC has decided to defer implementation of the change from Chair Elect to Vice Chair for
123 one to two years depending on the sections' election cycles. Current Chairs Elect will
124 automatically assume the Chair position when their term as Chair Elect ends. After that time and
125 beginning with the sections' next election cycle, the Chair Elect title will change to Vice Chair
126 and elections for Vice Chair and Chair will be conducted.

127

128 **COSEC Responsibilities**

129 Each COSEC member has been assigned to serve as a representative to three to five individual
130 AAN sections. The responsibilities of a COSEC representative to individual sections include, but
131 are not limited to, the following:

- 132 ➤ Provide direction and guidance to sections as needed between COS meetings regarding
133 section and AAN activities
134 ➤ Serve as a conduit between the section and COSEC (and vice-versa) regarding
135 issues/concerns
136 ➤ Be available to section Chairs and their executive committees via email and phone
137 ➤ COSEC representatives may be asked to join section executive committee conference
138 calls if needed
139 ➤ Check in with assigned sections (via the section Chair) as needed
140 ➤ Assist in keeping sections on track when they are assigned AAN projects/activities

141

142 The COSEC liaison assignments are as follows:

143 **John Morris, MD, FAAN**

- 144 ➤ Geriatric Neurology
145 ➤ Behavioral Neurology
146 ➤ History of Neurology

147 **Allen J. Aksamit, Jr., MD, FAAN**

- 148 ➤ A. B. Baker Section of Neurologic Educators
149 ➤ Neuroinfectious Disease
150 ➤ Autonomic Nervous System
151 ➤ Neuroendocrinology

- 152 Stewart Factor, DO, FAAN
153 ➤ Movement Disorders
154 ➤ Neuro-oncology
155 ➤ Neural Repair & Rehabilitation
156 ➤ Neurohospitalist

- 157 Gloria Galloway, MD, FAAN
158 ➤ Clinical Neurophysiology
159 ➤ Spine
160 ➤ Women's Issues in Neurology
161 ➤ Government Services

- 162 John Kissel, MD, FAAN
163 ➤ Multiple Sclerosis
164 ➤ Neuromuscular
165 ➤ General Neurology

- 166 Kimford Meador, MD, FAAN
167 ➤ Epilepsy
168 ➤ Sleep Medicine
169 ➤ Ethics
170 ➤ Sports Neurology

- 171 E. Steve Roach, MD, FAAN
172 ➤ Child Neurology
173 ➤ Neurogenetics
174 ➤ Neuro-ophthalmology/Neuro-otology

- 175 Caroline Tanner, MD, PhD, FAAN
176 ➤ Neuroepidemiology
177 ➤ Headache & Facial Pain
178 ➤ Pain and Palliative Care

- 179 Osama Zaidat, MD, FAAN
180 ➤ Stroke & Vascular Neurology
181 ➤ Critical Care & Emergency Neurology
182 ➤ Interventional Neurology
183 ➤ Neuroimaging

184

185 COSEC representatives to the sections are available to represent section issues and will attend
186 their respective General Section meetings at the Annual Meeting.

187

188 **Advocacy**

189 Laurence Kinsella, MD, FAAN, Chair of the Government Relations Committee, participated in
190 the meeting via teleconference. There are opportunities available for anyone who wants to
191 learn how about advocacy and how to advocate, including Neurology on the Hill, Palatucci
192 Award; and getting involved in State Societies. Also, the AAN has a grievance process, whereby
193 assistance is available for members who may be involved in litigation. Dr. Kinsella stressed the
194 importance of members responding to VOCUS alerts regarding legislative issues. Sections are
195 encouraged to contact the AAN regarding any regulatory or legislative issues.

196

197 **AAN Executive Office and Foundation Update**

198 Ms. Phelps provided updates. The AAN is developing Learning Across the Lifetime, with
199 resources to assist neurologists. The new headquarters building, along the Mississippi Riverfront
200 in Minneapolis, MN, is on schedule to be complete by mid 2012 and will provide space for a 30%
201 growth in staff. AAN Enterprises Inc (AEI) is developing new products. The patient book series
202 is expanding and AEI will be contacting section members as possible authors for future books.

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2011 Annual Meeting – It’s a Brand New Meeting!

Ms. Fridgen reported on the changes and new programs for the 2011 Annual Meeting (April 9-16, 2011, in Honolulu, HI):

- Four Specialists in Focus programs (partnerships with sections and subspecialty organizations) will be offered: Child Neurology, Movement Disorders, Alzheimer’s, and Stroke.
- Brain Health Fair - connecting patients, families, and care givers with physicians, tool, resources, and information to win the battle against neurologic disorders will be held Saturday, April 9, 2011, at the Hilton Hawaiian Village.
- Breakfast and lunch will be included in the meeting registration fee.
- Earlier start times, free evenings, change in exhibit hall hours.
- Three new awards: Wayne Hening Sleep Medicine Investigator Award, Mitchell Max Award for Neuropathic Pain, and Neuroendocrine Research Award

Communication – How to Improve?

The group discussed the current methods used to communicate with sections, which include: monthly emails to Section Chairs, Chairs Elect, and COSEC; listservs, websites, conference calls, and the summer meeting. The following suggestions were made to:

- Continue with monthly emails
- Include minutes from the most recent COS meeting with monthly emails
- Include bullet points of major issues from COS meeting in monthly emails
- Include what the Board of Directors is working on that is relevant to sections

Medical Economics and Management Committee (MEM) Update

Neil Busis, MD, FAAN, Chair of MEM, participated in the meeting via teleconference. Dr. Busis emphasized that each section should assign a coding rep to be the liaison between the section and MEM regarding coding issues. MEM will rely on section input if any billing codes need revision.

Fast Facts Breakout Sessions

Attendees participated in 4 breakout sessions:

- Annual Meeting – Scientific and Education programs; Highlights in the Field
- Economics, Advocacy & Guidelines
- New Directions in Education – Maintenance of Certification/Licensure and Learning Across the Lifetime
- AAN.com Communities & AAN Media Experts

Section Activity Reports & Strategic Plans

Section representatives reported on the status of their strategic plan goals. Dr. Morris reminded section representatives that any section Action Items that need review and approval can be brought forward to COSEC. Sections can contact their COSEC representative, or Ms. Rodmyre or Ms. Poechmann to have their Action Items placed on the monthly COSEC conference call agenda.

United Council for Neurologic Subspecialties (UCNS)

Mr. Kohring provided an overview of UCNS. The purpose of UCNS is to help small subspecialties develop credibility and grow. It does this by accrediting training (fellowship) programs for subspecialists and certifying subspecialists by giving them an examination. Since being founded in 2003, UCNS has welcomed nine subspecialties as members, accredited 74 programs, and certified 674 diplomates in seven subspecialties.

254 **Suggestions for Future COS Meetings**

255 Attendees suggested the following for future COS meetings:

- 256
- Continue to have breakout sessions
 - 257 • Suggest brainstorming about common concerns among sections
 - 258 • Hear about strategic plans from other AAN committees and how they affect sections or
 - 259 how sections can be involved
 - 260 • More direct interaction with AAN
 - 261 • Distribute handouts 2 weeks prior to meeting
- 262

263 **Key Points/Summary**

264 Dr. Morris concluded the meeting by summarizing the key points:

- 265
- The AAN is very committed to the role of subspecialists as well as general neurologists
 - 266 ➤ As the AAN reaches out to sections, sections need to get involved
 - 267 ➤ Section involvement can include: suggesting guidelines; organizing Highlights in the
 - 268 Field; participation in topic work groups; recommending future Specialists in Focus
 - 269 programs; developing education courses for the Annual Meeting; serving as PR/Media
 - 270 experts.
- 271

272 **Next Meeting Date/Location**

273 The next Committee on Sections meeting will be held during the summer of 2011 in the

274 Minneapolis/St. Paul area. The specific date will be determined soon.

275

276 **Meeting Adjournment**

277 Dr. Morris adjourned the meeting at 2:30 p.m.

278

279 Respectfully submitted,

280 Nancy Poechmann, Program Manager, Education